Learn how to print book straps for Purchasing Requests in WorldShare Interlibrary Loan

**Print book straps**

Follow the below instructions to add book straps to the print queue and to print book straps for items you are purchasing.

**To add book straps to the Print Queue for Purchasing requests:**

1. On the left navigation, click *Purchasing Requests*.
2. Open a request that you are ready to receive.
3. Select the checkbox for *Print Book Straps*.
4. Select *Mark as Received*.
5. The request will appear under *Book Straps* in the *Purchasing Print Queue*.

**To print book straps:**

1. On the left navigation, click *Print Queue*.
2. Under the *Purchasing* queue, click *Book Straps*.
3. On the *Borrowing Book Straps* screen, select the *check boxes* next to the items for which you want to print book straps. Select the *check box* at the top of the table to select all items in the table.
4. Click *Print*.
5. On the Print Preview window, click the Print icon or links to print the book straps.