How do I search for and create an article request?

Applies to

- WorldShare Interlibrary Loan
- Tipasa

Answer

1. Open Discover Items and search for the **Journal title** **NOT** the article title.
2. After you locate the journal you will have a list of libraries to choose from.
3. Find the year the article was published.
4. Check the **Holdings** listed for each library and select the libraries that own the year you need.
5. Click the **Supplier** (libraries) you want to add to the Lender string then click "Create Request" button to create the request.
6. On the Request fill in the **Article title**, **Article Author**, **Volume**, **Issue**, **Date**, and **Pages** fields add your patron information and click the "Send Request" button.

https://help.oclc.org/Resource_Sharing/WorldShare_Interlibrary_Loan/Troubleshooting/How_do_I_search_for_and_create_an…
 Updated: Wed, 25 Sep 2019 05:17:58 GMT
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<table>
<thead>
<tr>
<th>Library</th>
<th>Days To Respond</th>
<th>Location</th>
<th>Symbol</th>
<th>Group</th>
<th>Cost</th>
<th>IFL</th>
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<td>3 Days</td>
<td>US, IN</td>
<td>TAJ</td>
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<td>University of California (CA)</td>
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<td>TAJ</td>
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</tbody>
</table>

**Holdings**

- **Library:** Monroe Medical (IN)
- **Days To Respond:** 3 Days
- **Location:** US, IN
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** College (IN)
- **Days To Respond:** 3 Days
- **Location:** US, IN
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** Indiana University (IN)
- **Days To Respond:** 3 Days
- **Location:** US, IN
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** Indiana State University (IN)
- **Days To Respond:** 3 Days
- **Location:** US, IN
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of Illinois (IL)
- **Days To Respond:** 3 Days
- **Location:** US, IL
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of Wisconsin (WI)
- **Days To Respond:** 3 Days
- **Location:** US, WI
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of Michigan (MI)
- **Days To Respond:** 3 Days
- **Location:** US, MI
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of Kentucky (KY)
- **Days To Respond:** 3 Days
- **Location:** US, KY
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of Colorado (CO)
- **Days To Respond:** 3 Days
- **Location:** US, CO
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of Arizona (AZ)
- **Days To Respond:** 3 Days
- **Location:** US, AZ
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

**Holdings**

- **Library:** University of California (CA)
- **Days To Respond:** 3 Days
- **Location:** US, CA
- **Symbol:** TAJ
- **Group:**
- **Cost:**
- **IFL:** Yes

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