



University of Connecticut School of Law Library

Information, Policies, and Procedures

ILLIAD REGISTRATION GUIDE

UConn law students who wish to request materials through interlibrary loan must first **register** with the UConn Meskill Law Library's ILLiad system. This service is exclusive to the school of law and is not a part of the general UConn Libraries ILLiad system. To access our ILLiad service you must use the links at the UConn Meskill Law Library's website. You only need to register once while in law school. Your account will remain open until you graduate. Please do not submit duplicate registrations.

An active UConn Law School email account is required to use our ILLiad service. This is the only email address (**@students.law.uconn.edu**) that will be accepted on your registration form.

Your ILLiad Username is **not** your Net ID. Enter your Username on the registration form as the first letter of your first name followed by the first 7 letters of your last name (e.g., jdoe).

Create a Password to enter on your registration form. Be attentive to the distinction between Username and Password. Your **Username is fixed and cannot be altered**. You choose your own Password and can change it at any time from your account menu. If you forget your Password, click on **Forgot Password?** below the ILLiad logon boxes and you can reset it via law school email.

Once registered with ILLiad, you can submit **expedited book loan** requests through **WorldCat**. You must enter WorldCat from the law library's Research Databases or Interlibrary Loan Services page to access this service. Find a book in WorldCat, display the full bibliographic record, and select the **ILLiad button** to logon to your account. The information from WorldCat will then be transferred to a **Book Loan** request form for you to review and submit. Notes you add are not seen by lenders.

Do not attempt to request individual **volumes or chapters** on a **Book Loan** request form submitted through WorldCat. WorldCat simply directs a request for the specific title and edition you select to the libraries that hold it. To order specific pages or sections from **non-circulating** books, please complete a **Photocopy/Article** request form. That form can be selected from your ILLiad account menu.

You can request journal **articles** through WorldCat if the record you select is **Document type: Serial**. WorldCat Serial records link directly to an ILLiad **Photocopy/Article** request form with boxes to enter the volume, date, pages, author and title of an article or chapter. Please enter complete information in the appropriate boxes. Do not enter text in page number boxes.

Please monitor **due dates** on checked-out items in your ILLiad account to avoid **overdue fines**. You can submit a renewal request through ILLiad within 1 week before the due date. Once an item is overdue it cannot be renewed and substantial permanent fines will accrue.