Requesting Books from the Pocatello Library

1. Enter a title, author, keyword or subject heading into the search box on the Library’s home page: www.isu.edu/library.

2. Browse through the library catalog and select a title that you would like to order.

3. From within the record, click on the Request button at the top of the page.

4. Enter in your ISU number and your last name.

5. Select, ‘Send/Get me this ISU-Oboler Library Book’

6. Fill out the request form. The title will already be entered. Make sure you select ‘Deliver to’ for your location (Idaho Falls or Meridian). The book will be delivered to the ISU Library, and we will let you know when it arrives.

NOTE: You can choose to have it mailed to your home address, but there is a $4.00/item fee for this service. Place your address in the comment section.

The book(s) should arrive within 2-3 days at Idaho Falls campus, and 5-7 days at the ISU Meridian Campus. Return the materials to the IF or Meridian Library when finished.

ISU Library- Meridian
montmol2@isu.edu
208-373-1817

ISU Library- Idaho Falls
graycath@isu.edu
208-282-7906
Requesting Articles from the Pocatello Library

Sometimes you will want a copy of an article that is not online, but does exist in print at the Pocatello library.

1. Select the A-Z Journal tab from the library’s home page and type in the name of the journal you’re looking for.

2. We will look for a 1984 issue from the journal ASHA.

3. This shows that we have online access to ASHA from 1994 to 1999. Click on ‘Holdings in ELI (Library Catalog).

4. Here you will see the list of years that the library currently has- the 1984 issue is within the list:

To request a copy of a print article located in Pocatello, you will need to use our ILLiad system. It is the same system used for requesting materials from other libraries.

To access ILLiad go to: https://isu.illiad.oclc.org/illiad/logon.html

You first need to register by going to the ‘First Time Users’ page.

When registering, make sure you indicate that you are a distance student/faculty, and which campus you want the materials sent to (Idaho Falls or Meridian).

Once you’re registered, you’re ready to make requests. Follow the instructions on the next page on how to place and retrieve your article requests.
Using ILLiad to Request Print Articles in Pocatello

From the main screen in ILLiad, select ‘Article’ under the New Request heading.

Enter in the information that you have. The more information you include, the faster we can find it, and send it your way!

A Pocatello library staff member will scan the article and email it to you. The turnaround time on this service is usually within 2-3 days.

You will get an email saying that your requested item is ready. You will then need to log into ILLiad to retrieve the article. *Sometimes these emails get stuck in your spam filter. If it’s been more than a few days, just log directly into ILLiad to see if the article is there.

To get to the article within ILLiad, click on ‘Electronically Received Articles’ under the View heading. Make sure you save the PDF to your own files, as the articles only stay on ILLiad for a couple of weeks.