



University of  
**Nottingham**

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# HOW TO REQUEST AN INTER LIBRARY LOAN

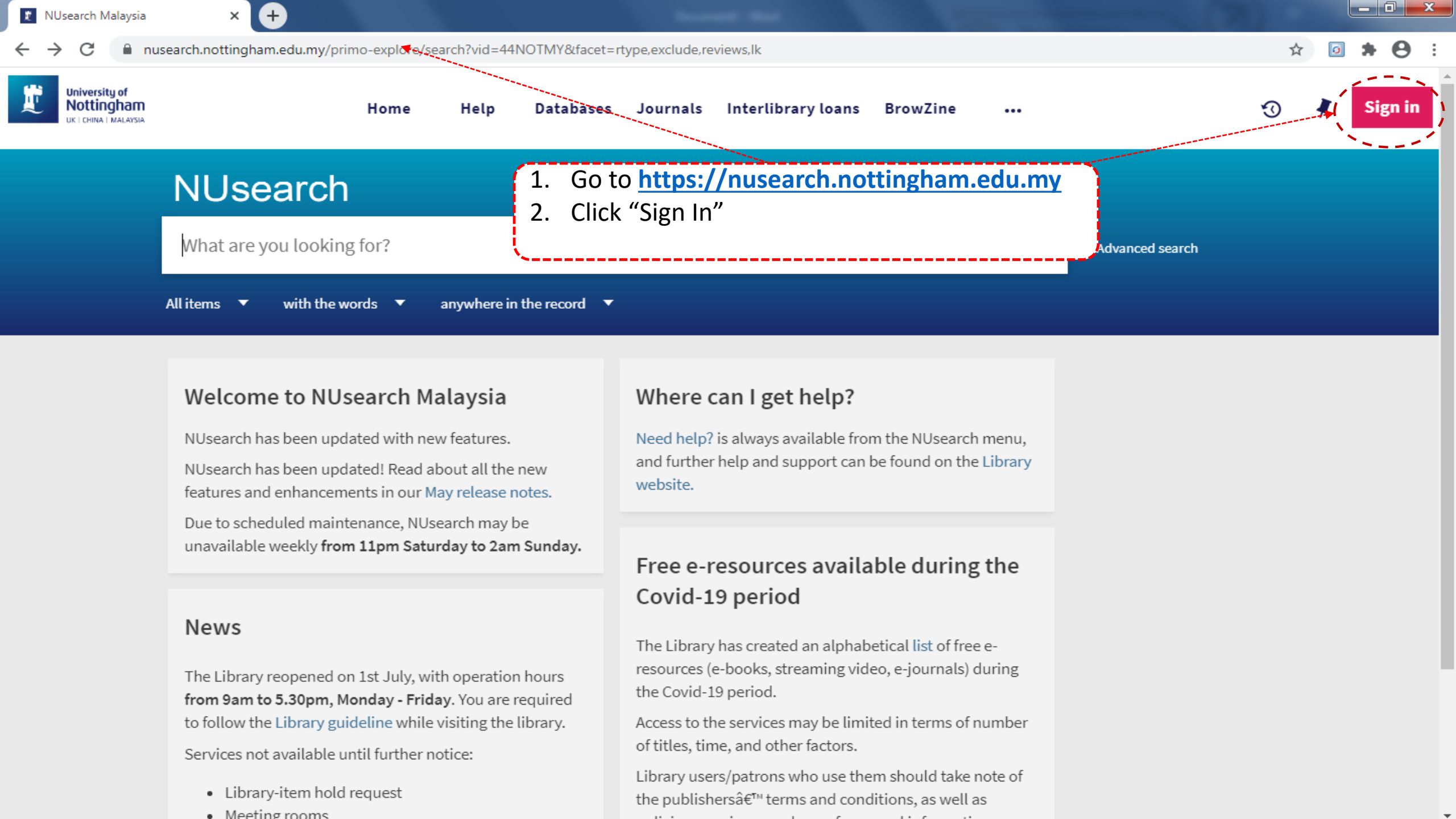
Revised since 17/08/2020



# Inter Library Loan (ILL)

- To require books and publications related to academic needs, but not held by Library. [More Details](#)
- **No guarantee** that every requested item will be possible to be borrowed from other institutions.
- **Apply** and fill in the application details via [NUsearch](#)
- This service is given to eligible individuals for the academic session (September – August inclusive).
- **Fines are charged** for late returned items (except print out copy).
- All borrower categories are given an allocation of requests for which they are charged **RM5.00 each**. Any additional requests above this quota are charged at RM15.00 each.
- Further help, please contact ILL staff at email [ill@nottingham.edu.my](mailto:ill@nottingham.edu.my)

Eligibility	Quota Quantity for academic session	Price (each successful ILL request)	
Academic staff	30	RM5.00	
Research postgraduates	30	RM5.00	
Taught postgraduates	20	RM5.00	
Non academic staff	10	RM5.00	
Undergraduates	5	RM5.00	



# NUsearch

[Advanced search](#)[All items](#) ▼[with the words](#) ▼[anywhere in the record](#) ▼

## Welcome to NUsearch Malaysia

NUsearch has been updated with new features.

NUsearch has been updated! Read about all the new features and enhancements in our [May release notes](#).

Due to scheduled maintenance, NUsearch may be unavailable weekly **from 11pm Saturday to 2am Sunday**.

## News

The Library reopened on 1st July, with operation hours **from 9am to 5.30pm, Monday - Friday**. You are required to follow the [Library guideline](#) while visiting the library.

Services not available until further notice:

- Library-item hold request
- Meeting rooms

## Where can I get help?

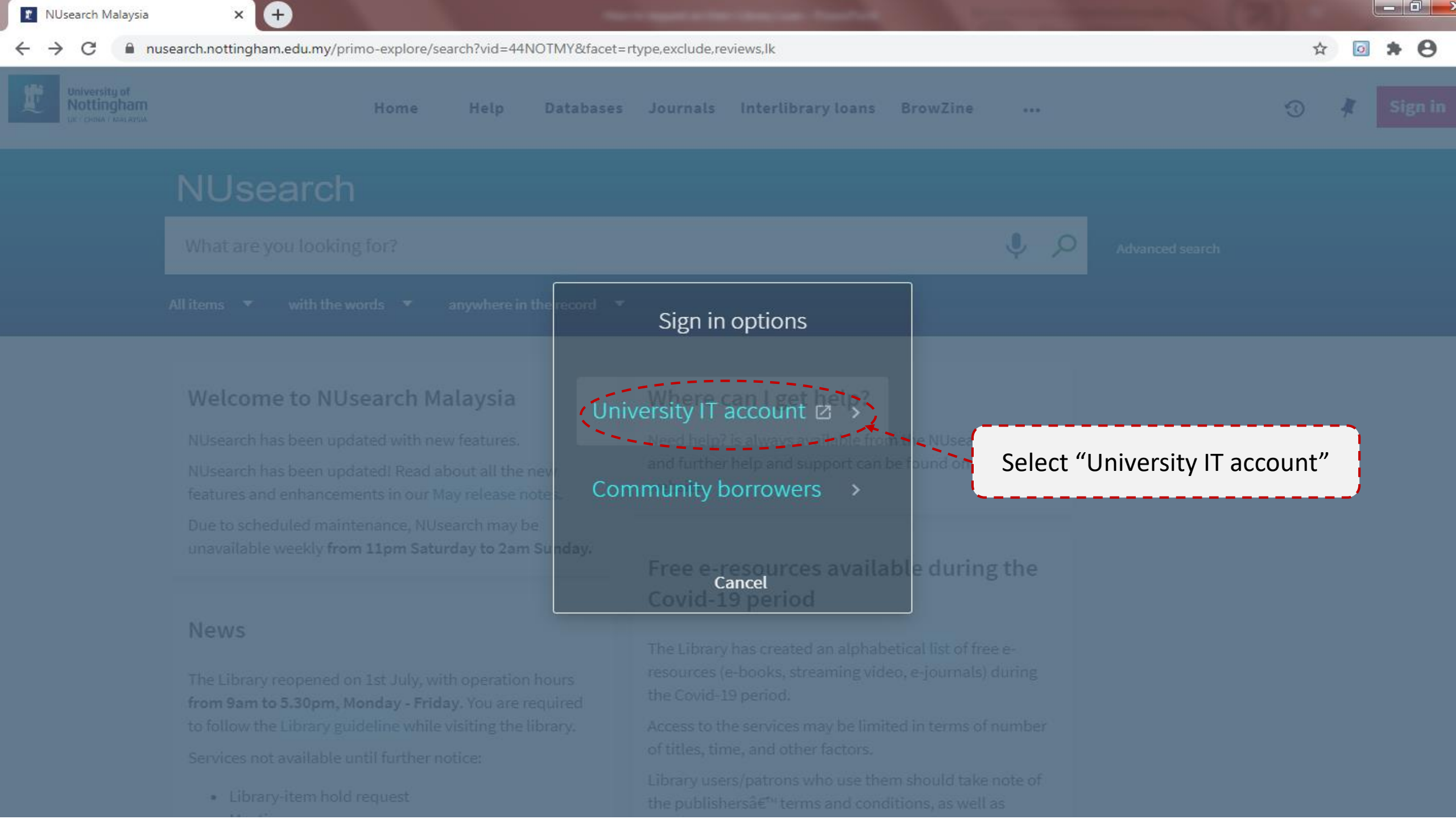
[Need help?](#) is always available from the NUsearch menu, and further help and support can be found on the [Library website](#).

## Free e-resources available during the Covid-19 period

The Library has created an alphabetical [list](#) of free e-resources (e-books, streaming video, e-journals) during the Covid-19 period.

Access to the services may be limited in terms of number of titles, time, and other factors.

Library users/patrons who use them should take note of the publishers' terms and conditions, as well as



# NUsearch

What are you looking for?



Advanced search

All items with the words anywhere in the record

## Sign in options

University IT account

Community borrowers

Cancel

Select "University IT account"

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Welcome to The University of Nottingham's  
Malaysia Campus' Shibboleth IDP Service

**Login to NUsearch Malaysia**

Username

Password

Login



NUsearch Malaysia is the library  
search interface offered by the  
Malaysia campus at the University of  
Nottingham

Enter university **username**  
and **password**, then click  
'**Login**' button to proceed.

NUsearch Malaysia

nusearch.nottingham.edu.my/primo-explore/search?vid=44NOTMY&facet=rtype,exclude,reviews,lk

Home Help Databases Journals **Interlibrary loans** BrowZine ...

# NUsearch

What are you looking for?

Advanced search

All items with the words anywhere in the record

Click on **"Interlibrary Loans"**

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Submit







**Testing1234**  
Lilian Micheal  
ISSN: 1234-2368  
Test , 2017, Vol.v2(1), p.122-128  
[Check availability >](#)

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Citation



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RefWorks



RIS



Mendeley



Export BibTeX



EasyBib

No full text

Article title: Testing1234  
Journal Title: Test  
Author (Last name, first name): Micheal, Lilian  
Author initials: \_\_\_\_\_  
Volume: v2  
Issue: 1  
ISSN: 1234-2368  
PMID: \_\_\_\_\_  
Publication date: 2017  
Place of publication: \_\_\_\_\_  
Additional Author (Last name, first name): \_\_\_\_\_  
Chapter: \_\_\_\_\_  
Series Title Number: \_\_\_\_\_  
Start page: 122  
End page: 128

**Delivery details**

All articles will be delivered to you by email

Format: ☐ Physical

Choose your library: ★ Resource Sharing Library ▼

Comment: \_\_\_\_\_

[CANCEL](#)

Inter-Library Loan form pop up,  
check the details ,scroll down,  
click on **“request”**












**REQUEST**



**Testing1234**  
Lilian Micheal  
ISSN: 1234-2368  
Test , 2017, Vol.v2(1), p.122-128  
[Check availability >](#)

Top  
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Tags

Send to

 E-mail	 Print	 Permalink	 Citation	 Export to Excel	 EndNote Online	 RefWorks
 RIS	 Mendeley	 Export BibTeX	 EasyBib			

No full text

**You are successfully request**

Thank you for your request  
You can track progress from the Requests tab of My Library Card



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# HOW TO CHECK YOUR INTERLIBRARY LOAN REQUEST

Revised since 17/08/2020

NUsearch Malaysia

nusearch.nottingham.edu.my/primo-explore/jsearch?vid=44NOTMY&lang=en\_US

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Home Help Databases Journals Interlibrary loans BrowZine ...

# NUsearch

Journal Search Enter title or ISSN

0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z  
Others

SIGNED IN AS: [Name] Sign out

- My Library Card
- My Loans
- My Requests
- Saved items
- Search History

1. Click your name
2. Click **"My Request"**

⏪ My Library Card

OVERVIEW LOANS **REQUESTS** LIBRARY CHARGES BLOCKS & MESSAGES PERSONAL DETAILS

Requests  
1 requests

Request type ▼ Sort by ▼ ⌵

1 Testing1234 Micheal, Lilian	INTERLIBRARY LOAN. Created borrowing request Pick up: Resource Sharing Library	✕ Cancel ▼
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You will find the details of  
your request

Requests  
1 requests

Request type ▼ Sort by ▼

1	Testing1234 Micheal, Lilian	INTERLIBRARY LOAN. Created borrowing request Pick up: Resource Sharing Library	<a href="#">Cancel</a>
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SIGNED IN AS:

[My Library Card](#)

[My Loans](#)

[My Requests](#)

[Saved items](#)

[Search history](#)

[Sign out](#)

Click on your name and  
**'Sign Out'** before you  
leave NUsearch