



University of
Nottingham

UK | CHINA | MALAYSIA

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

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

1. Go to <https://nusearch.nottingham.edu.my>
2. Click "Sign In"

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

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Sign in options

Where can I get help?

University IT account >

Community borrowers >

Cancel

Select "University IT account"

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The University of
Nottingham

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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

What are you looking for?

Advanced search

All items with the words anywhere in the record

Click on "Interlibrary Loans"

Welcome to NUsearch Malaysia

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Interlibrary Loan form

Use this form to check our holdings before making an Interlibrary Loan request.
For best results include a title, ISSN, ISBN, DOI or PMID (PubMed).

Article Book Journal

Please select your interested type of ILL request by either clicking on **“Article/Book/Journal”**

Article Title	Journal Title	
Year	Month ▼	Day ▼
Volume	Issue	
Start Page	End Page	
ISSN	DOI	
Author Last Name	Author First Name	Author Initials
Publisher	Publication Date	

Please fill up the necessary details

Click on **“Submit”**



Testing1234

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

NUsearch doesn't have the resource you're looking for

Why not submit an Interlibrary Loan request?

[Interlibrary Loan request](#)

Click on "Interlibrary Loan request"

Tags



ADD YOUR OWN TAGS



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

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Print



Permalink



Citation



Export to Excel



EndNote Online



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 >](#)

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Tags

Send to

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

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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

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 ▼ [Menu]

1 Testing1234 Micheal, Lilian	INTERLIBRARY LOAN. Created borrowing request Pick up: Resource Sharing Library	X Cancel	▼
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You will find the details of
your 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	X Cancel ▼
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SIGNED IN AS: [Name]

My Library Card

My Loans

My Requests

Saved items

Search history

Sign out

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