



**ILLIAD**

<http://www.library.uthscsa.edu/illiad>

Beginning January 5, 2009, ILLiad – an online document ordering and delivery system – will be used to place requests for all Interlibrary Loan and Article Delivery items at the UT HSC Libraries.



To take advantage of the **ILLiad** service, you must have completed the following two steps:

1. Be currently registered for library privileges with the UT HSC Library.

If you are unsure of your registration status, you can call (210) 567-2440. **If you have not registered, you can access the borrower registration form at <http://www.library.uthscsa.edu/using/borrower.pdf>** and then return form to any Library or fax to (210) 567-1044 or e-mail to [askalibrarian@uthscsa.edu](mailto:askalibrarian@uthscsa.edu).

2. Be registered to use the **ILLiad** system.

To register for **ILLiad**, logon at <http://library.uthscsa.edu/illiad> using your email address and HSC ID and then click on **Sign In** button.

## ILLiad Logon

\* E-Mail Address  ?

\* Password  ?

[\(Forgot Password?\)](#)      \* Required field

E-mail address that you used for your library registration (may not be your username@uthscsa.edu).

Your HSC ID# (with leading zeros). After initial log in, you can change your password.

By using the ILLiad service, you are agreeing to comply with all applicable [copyright restrictions](#).

**Sign In**

- You will then be directed to the following page:

## My Account Information

When finished editing, click the Update Information button below.

* First Name	<input type="text"/>
* Last Name	<input type="text"/>
Registration Type / Badge Number	HSC Affiliate (Long/Greehey Campus) / 18493
Preferred Notification Method	<input checked="" type="radio"/> E-Mail <input type="radio"/> Phone
* E-Mail Address	<input type="text"/>
* Daytime Phone (with area code)	<input type="text"/>
Fax Number (with area code)	<input type="text"/>
Pick Up Location	Briscoe Library <input type="button" value="v"/>
* Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>
* City	<input type="text"/>
* State	<input type="text"/>
* Zip	<input type="text"/>

\* Required field

\*Fields will be populated with information from your library record. Make changes if necessary. These **changes will affect your ILLiad record only and will not update your library record.**

**Update Information**

- You will then need to add a payment method:

## Add a Payment Method

**Credit card users:** For your security, we do not store credit card information within ILLiad. Instead, you will need to set up a customer account on our secure server, and then enter that customer information in the Payment Method field below. [Set up Credit Card](#)

**UT HSC Project users:** Please enter the UT HSC Project ID in the Payment Method field below.

Payment Type

UT HSC Project ID  Credit Card

\* Payment Method  
Description (optional)

Project ID# or **Credit Card Customer #**  
Project Name  
\* Required field

Add Payment Method



Credit Card Users: Please click on link and you will be directed to a secure form and will be given a **credit card customer number**. This number will be entered in Payment Method field. No credit card info is stored on ILLiad.

If paying by UT HSC Project ID, please indicate ID# in payment method field. *Optional:* Project name in description field.

- Now you can:

<b>ILLiad Main Menu</b>	
<b>New Request</b>	<b>REQUEST YOUR ITEM</b>
<ul style="list-style-type: none"> <li>▪ Journal Article</li> <li>▪ Book or A/V</li> <li>▪ Book Chapter</li> </ul>	
<b>View</b>	<b>TRACK YOUR ITEM</b>
<ul style="list-style-type: none"> <li>▪ Open Requests</li> <li>▪ Received Articles</li> <li>▪ Checked Out Items</li> <li>▪ Cancelled Requests</li> <li>▪ Completed Requests</li> <li>▪ All Requests</li> <li>▪ Notifications </li> </ul>	<b>GET YOUR ITEM</b>
<b>Tools</b>	
<ul style="list-style-type: none"> <li>▪ Update My Account</li> <li>▪ Manage Payment Methods</li> <li>▪ Subscribe to Alerts </li> <li>▪ Change Password</li> </ul>	
<b>Help</b>	
<ul style="list-style-type: none"> <li>▪ Copyright Reminder</li> </ul>	
<b>Log off</b>	

- If you have any questions about how to use **ILLiad**, please contact us at (210) 567-2460 [ILL office] or (210) 567-2450 [Information Desk] or [askalibrarian@uthscsa.edu](mailto:askalibrarian@uthscsa.edu).