Testing Polaris 6.1:

INTERLIBRARY LOAN

Complete the tasks below by November 30 to be entered into a raffle to win a gift card prize!

* Create 2 requests and convert both to ILL requests
* With the first request:
  + Make the ILL request status “Active” by selecting Export
  + Receive the ILL request and fill out the brief item template
  + Check the ILL item out to the patron
  + Check the ILL item back in
  + Return the ILL request
  + Delete the ILL request
* With the second request:
  + Cancel the ILL request

**For libraries with branches**, create a third request and convert to an ILL reqeust

* With the third request:
  + Modify the request pick up location to a different branch
  + Receive the ILL request and fill out the brief item template. The item should show as “In Transit.”

Unexpected behavior? Email [help@ccslib.org](mailto:help@ccslib.org)! Make sure to include patron ID, item ID, and screenshots if applicable!