Need to place a request for item? It’s easy!

Enter your terms in the search bar. Click on the magnifying glass icon or press enter.

Once you have located your item, click on the title or the availability.
Under the **Get it** heading, click the **Sign in** link in the yellow box. When prompted, enter your NetID and password.
Click on Request.
If applicable, use the drop down to indicate the *Not needed after date* and any comments you would like to include. Then click *Send Request* in the bottom right corner of the box.

If your request is successful, you will receive the following message:

Need more help? Contact the [Research Help Desk](#).