

How to Place Requests for Georgia Tech Library Items (Emory faculty, staff & students only)

1. Sign in to [discoverE](#). Click **Georgia Tech LSC** to narrow search. Click item title.

The screenshot shows search results for the book 'Fast reactor physics 1979 : proceedings of an international symposium on fast reactor physics'. On the left, a list of libraries is shown: Georgia Tech Library Service Center (554), Marian K. Heilbrun Music Media (415), and Rose Library (MARBL) (108). The main result shows the book title, author 'International Symposium on Fast Reactor Physics (1979 : Aix-en-Provence, France); International Atomic Energy Agency', and publisher 'Vienna : International Atomic Energy Agency ; 1980'. A note states 'Physical resource may be available at other libraries'. Red arrows point to the library list and the book title.

2. Click **Physical Resource**. Click **Check Availability**.....

This screenshot shows the 'Physical Resource' and 'Details' tabs for the book. The 'Physical Resource' tab is selected, and a red arrow points to it. The 'Details' tab is also visible. Below the tabs, the text 'EMORY Check availability in other institutions(1)' is shown, with a red arrow pointing to the link.

3. If item is available, click **Georgia Tech**.

If not available, request may be placed through Interlibrary Loan at <https://illiad.library.emory.edu/logon/>

The screenshot shows the 'Available' status circled in red. Below it, the 'Other Institutions' list includes 'Georgia Tech', which is highlighted with a red arrow. A yellow box contains the note: 'NOTE: If available, but "no results found" error occurs, switch browsers.'

4. First time users, click **Register to Georgia Tech Library** to automatically create an account. Click **Request**.

This screenshot shows the 'Request Options' section with 'For request options Register to Georgia Tech Library' circled in red. Below it, a table lists the book's details: Barcode (50671002199864), Type (Book), and Policy (Please sign in to see availability). To the right, a table shows the request options for two volumes: '120 Day Loan VOL 1' and '120 Day Loan VOL 2', both with a 'Request' button. A red arrow points to the 'Request' button for VOL 1.

5. Select your **Pickup Institution** and **Pickup Library**. Click **Request**.

Science Commons requests are usually delivered from Library Service Center within 24 hours (weekends & holidays excluded).

The screenshot shows the pickup location selection form. It includes a dropdown for 'Pickup Institution' (Emory University) and a dropdown for 'Pickup Library' (Science Commons), both with red arrows pointing to them. Below the form, there are 'Cancel' and 'Request' buttons, with a red arrow pointing to the 'Request' button.

Questions? Please email the Science Commons service desk at scicomm@emory.edu