I’ve found a book in the Judson Library Catalog. How do I get it?

**Option 1:** Use the call number to find the book on the shelf. The call number has numbers and letters. An example is BV 4501.3 .C866 2003. You can write down the call number or have it texted to a cell phone. If you have trouble finding the book on the shelf, please stop by the Research Assistance Desk.

**Option 2:** Have the library staff pull the book off of the shelf for you. You will be able to pick it up at the Circulation Desk.

1. Click the *Request Item* tab
2. Login, if you haven’t done so already
3. Click the *Request* button
4. You will be sent an e-mail, at your Judson e-mail account, when the book is available for you to pick up. As long as the library is open, the book is usually available within four hours.

**Option 3:** Have the book delivered to another I-Share library or to the Rockford campus.

1. Click the *Request Item* tab
2. Login, if you haven’t done so already
3. If you want the book delivered to another I-Share library, click the name of the library from the drop-down menu next to *Choose pick-up library*. Click the *Request* button. It usually takes about 1 week to have the book delivered to another library.
4. If you want the book delivered to the Rockford campus, click that option from the drop-down menu next to *Choose pick-up location*. Click the *Request* button. It usually takes about 2-3 business days to have the book delivered to the Rockford campus.

Questions?

Research Assistance Desk
Benjamin P. Browne Library
Judson University
(847) 628-2038
libraryhelp@judsonu.edu