SRCS SHAREit ILL Request Procedure

Go to your library-specific SRCS SHAREit URL:

http://srcs-agent.auto-graphics.com/mvc/?cid=srcs&lid=**XXXXX**&reset=force

You must replace **xxxxx** with your SHAREit library code (example: AKRON-AKR)
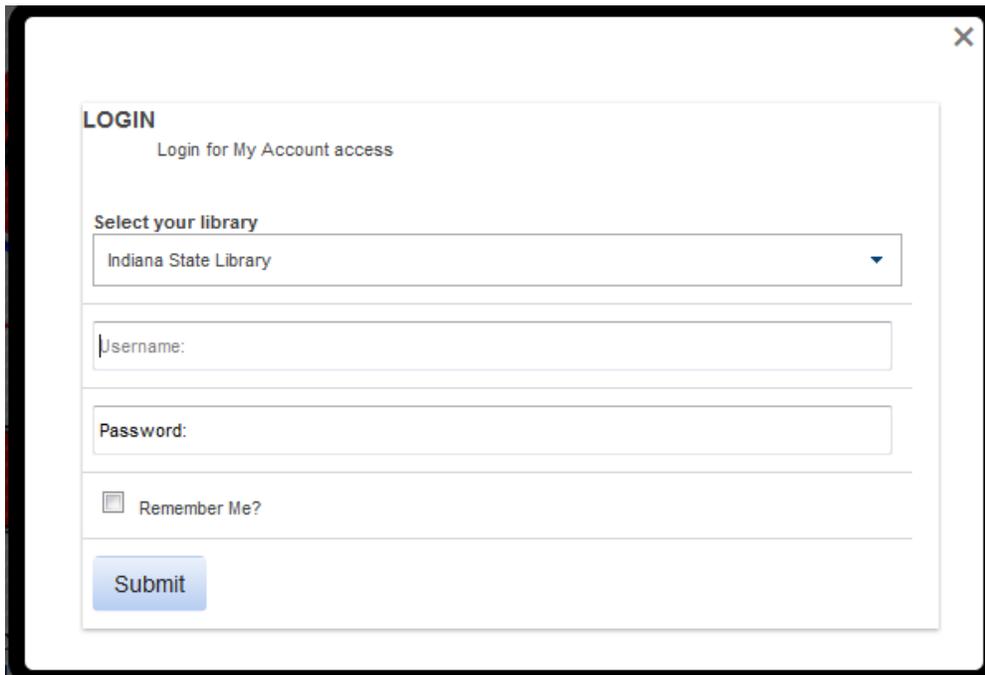
To Login:

Click Login (upper right corner of opening screen) [Login]

The login window will open and it should default to your library
(in the "Select your library" drop-down menu)

Input your username and password in the provided boxes

Click the Submit button [Submit]

Search to find the item you wish to borrow

You may search by utilizing different search indexes. Click the checkmark ☑ to see all available index options; "All Headings" (i.e., keyword) search is the default

You may search one or more library catalogs. Click the Database Selector 🗄 to see the available catalogs
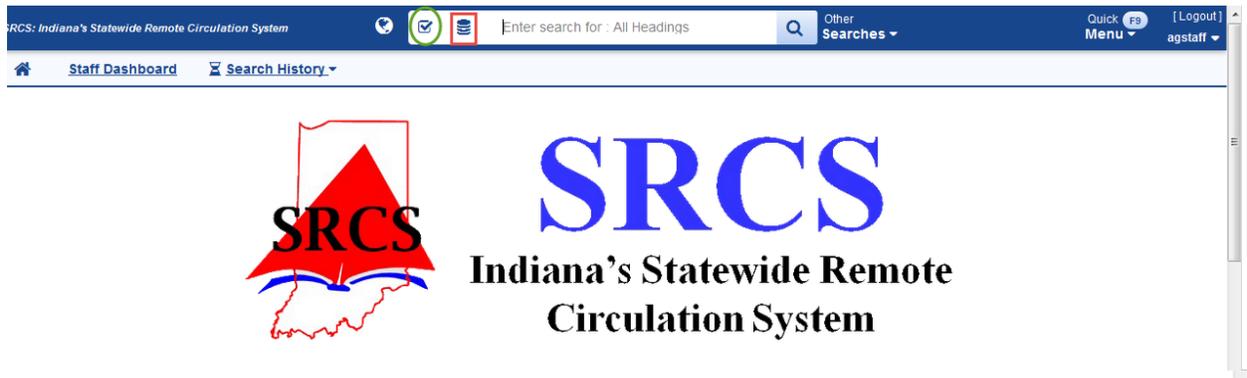
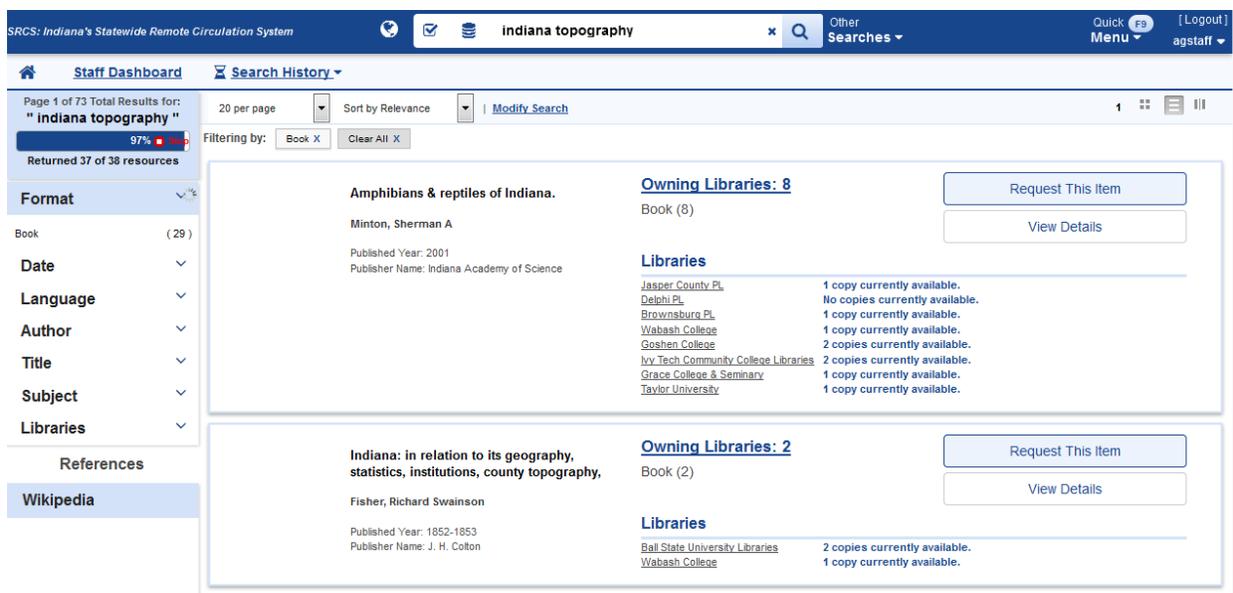Select all Library Catalogs to retrieve the greatest number of results.

Click the checkbox at the top of the list to select all library catalogs:
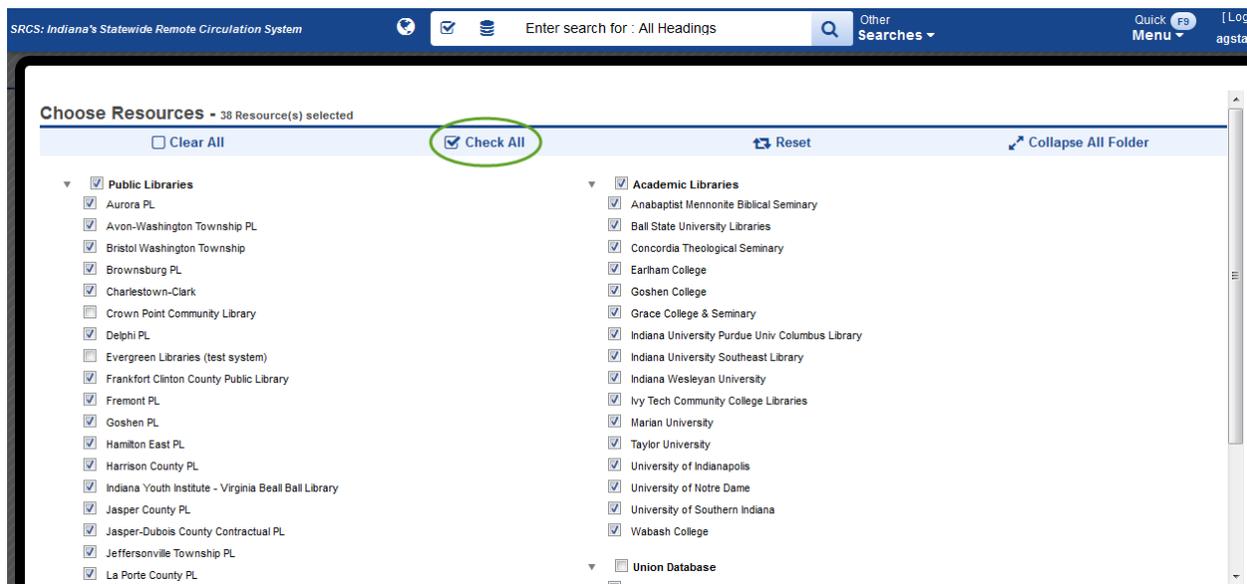
After selecting desired library catalogs, input search term(s) into search field and click the SEARCH icon (magnifying glass) to begin search:
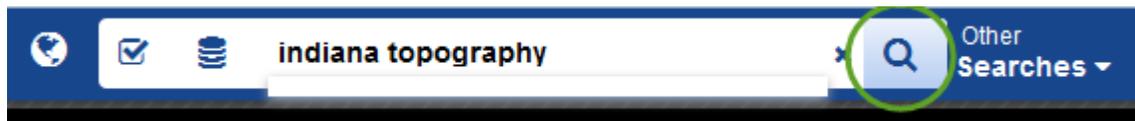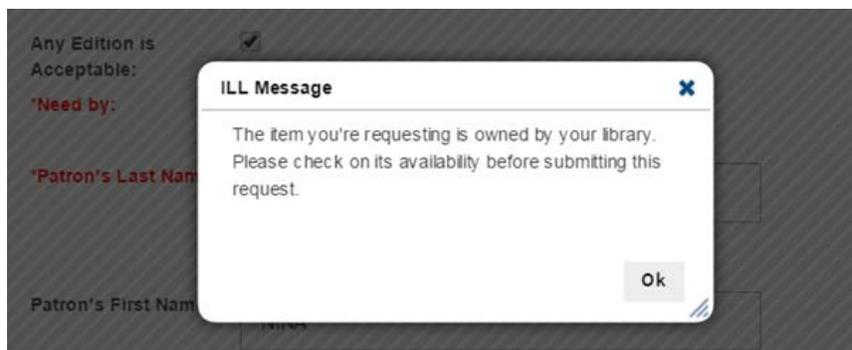

Search results will look similar to this:

Click Request This Item to place an ILL request:

The ILL form will open. You may see a message like this if your library owns the item being requested:

Acknowledge message by clicking OK

Fill in all required fields (i.e., patron info) in the ILL form and click Submit

System will present a confirmation message for successful request initiation:

ILL request management occurs via the Staff Dashboard in the ILL Admin module, typically via the Request Manager screen: