



# Self-Serve Interlibrary Loan Instructions

## Getting Started

1. Go to the INFOntario Interlibrary Loan System at <https://info.vdxhost.com> and choose English or French.
2. Select Sign in and enter the User ID and password provided by Library staff.
3. Choose St. Catharines Public Library as your library location from the Authentication Service menu.

## Step by Step Search Guide:

1. Select Standard or Advanced search.
2. Note the Current Profile drop down menu – you will use these search profiles to do your searching.
3. Select SOLS – Niagara Peninsula (shared) as your initial search profile.
4. Enter keywords from the title and/or author. No matches from the first profile? Select a different profile.
5. Select Details to verify that this is the item you want.
6. Select Get it! to place your request. Item details are automatically entered in the interlibrary loan form.
7. Complete the form by selecting your preferred Pickup location from the drop down menu at the bottom of the form.
8. Click Submit to send your request.
9. There is no need to print the request. You can view your requests at any time using the My Requests link.
10. Sign out when you are finished.

\*Please Note: A comprehensive User Guide is available on the Library's website.