How do I request an Interlibrary Loan through SD Share-It

1. If you cannot find an item in the Custer Library or the entire BHL Consortium, you can request an interlibrary loan through SD Share-It. From the catalog, click on the “SD Share-It” tab. Note: Share-It requests must be for materials older than 6 months old. To submit a new purchase suggestion, fill out the form found at http://custer.blackhills.bywatersolutions.com/cgi-bin/koha/opac-suggestions.pl?op=add

2. Click on “Login” in the upper right corner. Choose “Custer County Library” from the dropdown menu, then enter your library card number (preceded by HP for Hermosa) and last name (lowercase) in the appropriate fields. Then click “Submit.”
3. Enter your search term. If the item shows owning libraries, click on “Request This Item.” If your item does not appear, go to step 5.

4. Click on “Submit.” Congratulations! You have requested an interlibrary loan from a South Dakota library.
5. If you do not find the item you are looking for, click on “Blank ILL Request.”

6. Enter all of the information you can provide about what you are looking for, then click “Submit.” Congratulations! You’ve submitted a request to search libraries across the nation!