

Borrow items from UW-Madison - Instructions for NFLS staff

WISCAT Instructions for NFLS OWLSnet Libraries

These instructions are posted on the NFLS ILL webpage. | Updated Jan. 29, 2016

For newspaper microfilm, UW Madison/WSHS will fill up to six reels for the same title, *per request*. In the request form, please always enter a date range for a single newspaper title that will maximize the reels that can be filled for that request.

Example: when requesting WSHS newspaper microfilm reels, where you'll need 10 reels to cover your patron's date range of the same newspaper title, you should submit 2 requests (of 1 request = 6 reels, 1 request = 4 reels) --instead of 10 requests of 1 reel each.

The reasons for this are to:

- a.) minimize the number of requests that UW-Madison staff need to handle, and
- b.) keep the number of requests sent to UW-Madison to a minimum, as each request costs \$7.95*

*** = Each *request* filled by UW-Madison – for microfilm or other item formats – costs \$7.95. *However, this is something to simply keep in mind when requesting items and should not be considered a deterrent to requesting items from UW-Madison.***

The \$7.95 per request charge is funded by a state contract that exists to help make the UW-Madison collection freely and easily accessible to Wisconsin residents through their public libraries' ILL service. This contract has existed since before the mid-1990's. Each public library system has an annual allotment of the state contract and the contract is monitored by RL&LL and UW-Madison. In no previous year has NFLS' usage approached the limit of NFLS' annual allotment and NFLS' demand for UW-Madison's items hasn't increased. As of 2016, there are adequate funds for NFLS member libraries, as the state contract has not decreased nor been discontinued. And, as the demand has remained stable (and even, possibly decreased over the years), NFLS libraries should continue to be able to access UW-Madison's items whenever needed (at least through 2016).