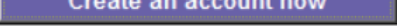


## Getting Started with HSLs Document Delivery Service

Create a personal account:

1. Go to <http://illiad.hsls.pitt.edu/illiad/FirstTime.html>

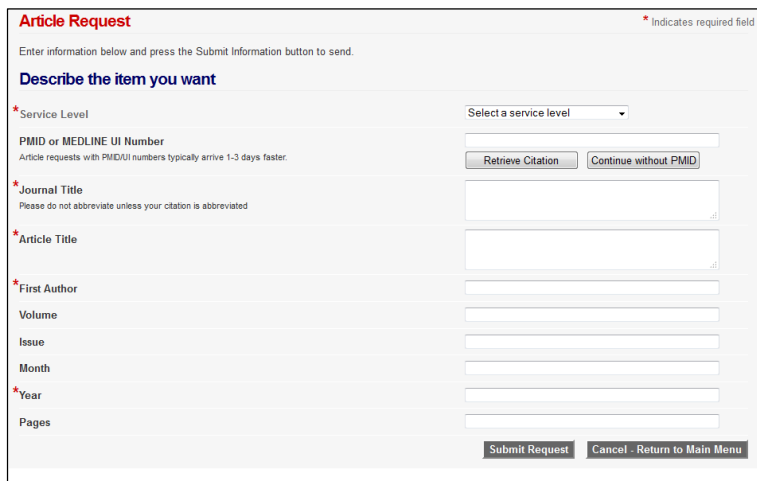
2. Read the registration information and then click on .

3. Enter your personal information and preferences, and then click on “Submit Information.”

Begin requesting documents by choosing the appropriate request type under “New Request”:



Below is an example of an article request form. With each request, you will be asked to choose the appropriate service level and delivery information.



The image shows the "Article Request" form with the following fields and options:

- Article Request** (Title)
- Enter information below and press the Submit Information button to send.
- Describe the item you want**
- \* Service Level: Select a service level (dropdown menu)
- PMID or MEDLINE UI Number: [text input] (Note: Article requests with PMID/ UI numbers typically arrive 1-3 days faster.)  
Buttons: Retrieve Citation, Continue without PMID
- \* Journal Title: [text input] (Note: Please do not abbreviate unless your citation is abbreviated.)
- \* Article Title: [text input]
- \* First Author: [text input]
- Volume: [text input]
- Issue: [text input]
- Month: [text input]
- \* Year: [text input]
- Pages: [text input]
- Buttons: Submit Request, Cancel - Return to Main Menu

If you know the article’s PMID or MEDLINE UI number, enter it and then click on “Retrieve citation.”

Once you are done ordering, log off of the system.

With a HSLs Document Delivery account, you can log in to your account at <http://illiad.hsls.pitt.edu/illiad/logon.html> and do any of the following:

- Submit new requests
- View the status of requests
- Download electronically delivered documents
- Renew ILL books