fILL Search Tutorial

How to search for and request interlibrary loan items

Step 1 – Where to complete a search

Complete a search from any one of the tabs in the fILL website.

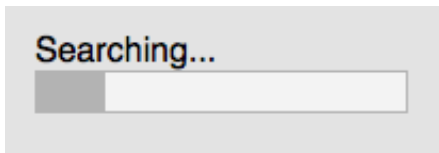| Home | My Account | Current Borrowing | About | Help | FAQ | Contact |

Search [   ] GO

Step 2 – How to complete a search

Enter your search terms in to the search bar at the top of the screen, and click "Go".

| Home | My Account | Current Borrowing | About | Help | FAQ | Contact |

cat [   ] GO

Step 3 – When is my search complete

Searching...

The search will begin, and your page will start updating. Wait for the "Searching..." progress bar in the upper left to finish loading (it's very fast!).

Your search results will look like this:

Sort by [relevance ▼] and show [20 ▼] per page.
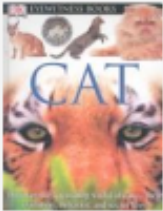
<< Prev I 1 2 3 4 5 6 7 8 9 10 11 12 13 ... I Next >>   Displaying: 1 to 20 of 917 (found: 7548)

Click on the title for more information, and to request.

1. **Dewey**
   the small-town library cat who touched the world / Vicki Myron   Vicki Myron with Bret Witter ; illustrated by Steve James

2. **Cat & mouse**
   a novel   by James Patterson

3. **Splat the cat**
   where's the Easter Bunny?   based on the bestselling books by Rob Scotton ; cover art by Rick Farley

4. **Splat the Cat**
   up in the air at the fair   based on the bestselling books by Rob Scotton ; cover art by Rick Farley ; text by Amy Hsu Lin ; interior illustrations by Robert Eberz

5. **Cat of the century**
   a Mrs. Murphy mystery   Rita Mae Brown & Sneaky Pie Brown ; illustrations by Michael Gellatly

6. **Cat**
   my pet   Susan Ring

7. **The cat who brought down the house**
   Lilian Jackson Braun

8. **The cat who talked turkey**
   Lilian Jackson Braun

Step 4 – Click on the title you are interested in.

If this is the book you'd like to request, click on the "Request" button.

If this isn't the right book, click on the title again to hide the details, and try another title.

You're done!

If you decide you don't want this item after all, you can cancel your request right away.

Becoming a Power-user!

Refining your search

In your search results page, along the left-hand side, there is a list of all of the subjects and authors that were found in all of the records your search returned.

The number in parenthesis counts how many of your results have that particular subject or author.

Clicking on a subject or author will refine your search terms by adding that specific information. The system will re-do the search with your new terms.

You can continue to refine your results as often as you need.

Or you can enter a completely new search into the search bar at the top of the screen.

Sorting the results, and moving from page to page

Search results are sorted by **relevance** by default. This will place the books that most closely match your search terms at the top of the list.

You can choose to sort by title or by publication date, by clicking the "Sort by" button at the top of the results list.

You can page through your results by clicking on the "**<< Prev**" and "**Next >>**" links, or by choosing a page number to jump to.