What is Relais ILL? (an overview)

THE BASICS

Relais ILL is a resource sharing system that allows LORI-member libraries throughout Rhode Island to share resources through interlibrary loan (ILL) via the statewide delivery system provided by OLIS. RILINK schools that are LORI members may make Relais ILL requests when resources are not available from within RILINK.

THE DETAILS

The State of Rhode Island Office of Library and Information Services (OLIS) maintains and supports a membership network of Libraries of Rhode Island (LORI), comprised of multiple types of libraries. When LORI libraries are unable to fill ILL requests from within their own ranks, the statewide Relais ILL system is used for requesting titles from the Ocean State Libraries (OSL), HELIN, Brown University (Josiah), and RILINK networks.

Relais International is the vendor that provides web access, database maintenance, and technical support for the Relais ILL system. Relais International maintains the RI-One Catalog Z39.50 database that links all of the LORI-member online public access catalogs (OPACs) into one searchable database. OLIS oversees the Relais International / LORI relationship and provides the delivery service.

THE FINE PRINT

When you place an ILL request in Relais, you will be responsible for:

1. Logging into the Relais ILL system and placing your initial request (see pages 4-7)
2. Alerting RILINK staff to any discrepancies or changes in your request (see page 12)
3. Monitoring your RICAT Processing Needed page for information about your request (see page 9)
4. Checking your dedicated ILL email address regularly for notifications about your requests (see page 9)
5. Watching your LORI delivery for the request to arrive
6. Using RICAT to check out the requested title to your patron (see page 10)
7. Enforcing the due date (normally, 3 weeks from receipt of title) and/or following appropriate renewal procedures (see page 8)
8. Using RICAT to check in the requested title when your patron is done with it (see page 11)
9. Packing up and returning (via the LORI delivery system) the requested title to the owning library (see page 11)
10. Abiding by the LORI ILL Code (see page 12)