

The screenshot shows the ILLiad login page. At the top, there is a navigation bar with links: Libraries Home, Hours, MyAccount, Ask a Librarian, Site Map, Comments, and WIU Home. Below this is the ILLiad logo and a prompt: "Enter your user information below. Then press the Logon to ILLiad button to continue." The main content area is titled "ILLiad Logon" and contains two input fields: "* Username" and "* Password", both marked with an asterisk to indicate they are required. Below the fields is a purple button labeled "Logon to ILLiad". A link "First Time Users: Register Here" is circled in blue. A callout box on the right contains the text: "First Time users need to create an account. 1. Select 'First Time Users Register Here'". At the bottom left, there is a footer with the Western Illinois University logo and contact information: "InterLibrary Loan, Western Illinois University Libraries, 1 University Circle | Macomb, IL 61455-1390, Questions/Comments | Toll Free: 1-800-413-6544, © 2007 | Last Modified: June/26/2007 12:17:45pm, Copyright © 1998-2006 Atlas Systems, Inc. All Rights Reserved."

The next screen contains some general information about choosing passwords and FAQ.

2. Scroll to the bottom of screen and press the “First Time Users Click Here” button.

The screenshot shows the ILLiad FAQ page. The title is "ILLiad FAQ (Frequently Asked Questions)". The text reads: "Before registering, you may wish to read the ILLiad FAQ. The FAQ may answer other questions you have about the ILLiad interlibrary loan system." Below this is a paragraph: "By pressing this button you acknowledge and agree to all of the terms and conditions above. Please pay particular attention to the copyright statement and the ILLiad FAQ. After reading this information, you can press the 'First Time Users Click Here' button to continue." A purple button labeled "First Time Users Click Here" is centered below the text. A blue arrow points from the text in the previous block to this button. At the bottom left, there is a footer with the Western Illinois University logo and contact information: "InterLibrary Loan, Western Illinois University Libraries, 1 University Circle | Macomb, IL 61455-1390, Questions/Comments | Toll Free: 1-800-413-6544, © 2007 | Last Modified: June/27/2007 5:17:45pm, Copyright © 1998-2006 Atlas Systems, Inc. All Rights Reserved."

Registering with ILLiad

The next screen is the registration form.

New User Registration for ILLiad * Indicates required field

* First Name: Linda

* Last Name: Wade

* ID Number: 12345689
Enter your WIU ID Number

* E-Mail Address: la-wade@wiu.edu
A valid WIU e-mail address is required (e.g., JJ-Student@wiu.edu)

* Daytime Phone: 309-298-2761

* Campus or Current Address Line 1: Malpass Library

Campus or Current Address Line 2: Room 234

* Campus or Current Address City: Macomb

* Campus or Current Address State: IL

* Campus or Current Address Zip: 61455

* Campus or Current Address Zip: 61455

* Affiliation: Staff

* Department: Interlibrary Loan

Authorized Users: David Wade
List the full names of anyone you wish to be allowed to pick up your ILL items.
An ID will be REQUIRED to pick items up.

* Choose a Username: ILL1
Case sensitive

* Choose a Password: ...
Case sensitive

* Re-enter Password: ...
Case sensitive

Submit Information | Clear Form | Cancel - Exit ILLiad System

4. Submit Information

3. Fill out the boxes on the registration form.

NOTES:

Required fields have asterisks.

City, State, and Zip defaults to: Macomb, IL 61455

Address should include room number for on campus addresses.

*Affiliation: Select One

Staff
Retired
Undergraduate
Graduate
Faculty
Staff
Retired

For campus mail,

*department names should be written out in their entirety.

NO ABBREVIATIONS PLEASE.

Authorized Users: You may list persons who have authority to pick up your materials (i.e. grad assistants, spouses).

Select a username you will be able to remember.

Create a password according to good user practices. A six digit alpha/numerical one is recommended.