

## Holdings and Checkouts

Once an item arrives at APL, it will automatically be placed on hold for you. You will be notified when it becomes available for checkout. This works the same way as it does for an APL item. All interlibrary loan items have a special book strap on the front. Please do not remove this strap as it is important for the interlibrary loan process.

SRCS items due dates are determined by the lending library. The due date is listed on your APL checkout receipt and online in your 'My Account' on the APL website.

## Request Status and Renewals

When you are logged into your SRCS account, click 'Your Account', then 'Items from Other Libraries' to see the status of your requests. You can request renewals here. You will be notified if the item cannot be renewed.

**Title:** The tide between us

**Author:** Collins, Olive.

**Pub Year:** 2019.

**Status:** Awaiting reply from one or more potential lending libraries.

**ID:** 319343

**Date:** 12/6/2021

**Need By:** 3/6/2022

Renew Item

## When Can You Expect Your Item?

Items usually arrive within 2-4 weeks. This is dependent upon lender processing and shipping time.

## Items Not Available Through SRCS

If you cannot find what you are looking for in SRCS, please submit your request via the 'Request an Item' form on the APL website. You must supply the title, author/artist/actor for the item. We will notify you if the item is not available.

## Looking For Something New?

Libraries rarely lend new items, but you can suggest that APL add an item to our collection using the 'Request an Item' form on the APL website.

## Can I use SRCS with my APL card?

SRCS or interlibrary loan service is available for all standard APL cardholders. Cardholders with a Digital School Card, short-term card, University card, and PLAC card are not eligible for SRCS or interlibrary loan service.

Questions? Contact Information Services

Phone: 765-641-2456

Email: [reference@andersonlibrary.net](mailto:reference@andersonlibrary.net)



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# Anderson Public Library

## Interlibrary Loan Services



# Statewide Remote Circulation System (SRCS)

SRCS (pronounced 'Circs') is a service that allows APL customers to search a statewide database of library materials. If an item can't be found in our online catalog, you may be able to request it to be borrowed from another library. Be sure to check our online catalog first for the fastest service.

## How To Access SRCS

Visit [andersonlibrary.net/request-an-item](http://andersonlibrary.net/request-an-item) to find the link to SRCS.

## Log In To Your Account

To log in to your SRCS account, click the 'Please Login' button in the upper-right corner. A login menu will appear. Select *Anderson Public Library* from the drop-down list. Your username is your library card number. Your default password is the PIN used to log into 'My Account' on the APL website. If you are not sure what your PIN is, please see library staff.

Login to access additional services -

Select your library:  
ANDSN-AND : Anderson Public Library

Username:  
\_\_\_\_\_

Remember Me? [Forgot Your Password](#)

## Searching SRCS

Searching SRCS works the same way as it does in our online catalog. The search box can be found at the top of the screen.

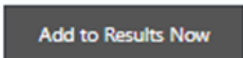


Enter a title, author, or general keywords. You can also click the 'Advanced' button to open up an advanced search window, which allows you to conduct a more detailed search.

After you press 'Enter', the system will begin searching through the catalogs of member libraries. This can take several seconds to complete. You can see the search progress at the top of the results page.

Page 1: Showing 18 of 60 results

Don't see what you are looking for? When the search results completely load, press the 'Add to Results Now' button located in the upper right corner of the results screen to see more results.



To the left of the results are search facets. You can use these to narrow down the results by subject, author, format, and date.

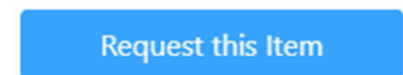
## Search Results

The catalog will group different formats of each title together. Click the desired format to see a list of copies available. Sometimes more than one edition or version is displayed in the results. It works best to select the one showing the most available copies in your desired format.



## Requesting an Item

Once you find the material you are looking for, click the 'Request This Item' button. Be sure that if you need a special format, such as Large Print or Audiobook, you have chosen that format. It is not possible at this time to request e-Books or e-Audiobooks.



The system will automatically fill all the required information into the request form.

Patron's Contact 1 \*

The Patron's Contact 1 field is required and should be your email address. If you do not have an email address, please enter your phone number. If the information is correct, press the 'Submit' button. You will then see a confirmation box with your request number.



To check the status of your request, click on 'Your Account' in the upper-right corner.

