When the item is not in DueNorth
Go to WorldCat to locate a copy
www.worldcat.org
Use the basic search to locate the item
Select the title from the hitlist to view the details
Click on E-mail - to send the information to North Country Library System
Fill in the email form
Enter recipient email
nclslib@ncls.org
(library code) - ILL Request
title and patron barcode number

Click Send e-mail to NCLS staff for filling
An email is sent to NCLS

Email will be sent to NCLS staff for filling. They will submit the request through WorldShare ILL for possible filling.
An email is sent from NCLS

A response will be sent back to the library stating whether it is being filled or NOT.