

# Sheridan Library

## Inter-Library Loan Service and Document Delivery Service

Sheridan Library has access to the National Library of Australia's Document Delivery Service (DDS) and Inter-Library Loan Service (ILLS).

### What are DDS and ILLS?

The Sheridan Library now offers an Inter-Library Loan and Document Delivery service to all staff and students. Sheridan staff and students can request access to resources that the Sheridan Library doesn't have to satisfy their teaching, learning, and research needs. If a particular item is not available for loan from the Sheridan Library including online resources, staff and students can request that the specific item be obtained from another library. The Library acquires Inter-Library Loans and requested articles from the [National Library of Australia](#) (NLA).

Please contact the Librarian to arrange an Inter-Library Loan for you. It is important to note that items can take up to 1 to 3 weeks to be available at the Sheridan Library. ILLS can be picked up from the Library, situated on the ground floor. If items are not picked up within 7 days, it will be returned to the lending library.

### DDS:

Scanned copies (i.e. printed journal articles, book chapters, textbook chapters, conference papers, etc.).

### ILLS:

Loans (normally books) obtained from other libraries within Australia.

### ILLS and DDS Limit:

#### Staff

Staff can order 1 Inter-Library Loan / Document Delivery Service per month free of charge.

#### Students

Students can order 1 Inter-Library Loan / Document Delivery Service per month free of charge.

### Loan period:

The loan period is set by the lending library. Normally, staff and students can borrow an item for up to 3 weeks.

**Copyright:**

Please note that items are obtained and provided in accordance to the *Copyright Act of 1968*. Staff and student must adhere to the *Act*. For more information about the *Copyright Act* please see the [Copyright and Document Supply for Libraries](#) link and [Copyright Act 1968](#).

**Contact:**

For more information about obtaining an Inter-Library Loan and Document Delivery Service please contact the Librarian via email [ismith@sheridan.edu.au](mailto:ismith@sheridan.edu.au) or phone (08) 9221 8170.