



# Conditionals - Borrowing

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# Top 10 Conditional Reasons

1. We will lend but the book must be... (Ex. In Library Use only)
2. Special shipping requests (Insured and send back using a trackable method)
3. Ebook
4. Transaction request lacks volume/issue
5. Not as cited
6. Max Cost
7. Multiple Volumes
8. Alibris (purchase - not borrow)

# Other Borrowing Conditionals - NY Medical College

1. For IDS lending we always conditional since we don't belong to Empire (btw, we never received "no" for the answer)
2. Rarely, but we do receive conditional that the library owns an article in 'html' format only
3. For print journals: 'journal is tightly bound, not best quality and some text may be missing

# Other Borrowing Conditionals - HVCC

NYP: Other THIS ITEM HAS BEEN APPROVED FOR LIBRARY USE ONLY, SHOULD WE SEND?

IXA: JLF Item is held by the Joint Library Facility:  
<http://library.tamu.edu/joint-library-facility/> Use OCLC symbol TXJLF; non-OCLC request form can be found on their webpage.

VOC: New Book New book. 4 week loan with no renewal.

VND: Other We don't own the 2009 edition. Our holdings show we have 2007. If I can locate it on the shelf, do you want?

NYP: Loans to Articles This item is part of our research collection and we will be unable to provide a physical loan. However, we can try to supply a photocopy. If you would like us to attempt to obtain approval to copy this material please answer YES to conditional.

# Conditionals in ILLiad

## Queue appears in ILLiad



Awaiting Conditional Processing

1

## Message appears as a note

Date	Note	Type	Added By
9/15/2017 9:55 AM	VVO: Other This is reserve item, we can send for three weeks in library use only. Should we proceed?	System	System

# Responding to Conditional Requests

There are essentially four options when responding to Conditionals:

1. You may agree to any conditions specified by the lending institution.
2. You may refuse the condition(s) and continue to the next potential lender in the string.
3. You may re-request the item from other potential lenders.
4. You may cancel the request.

Atlas Documentation Link:

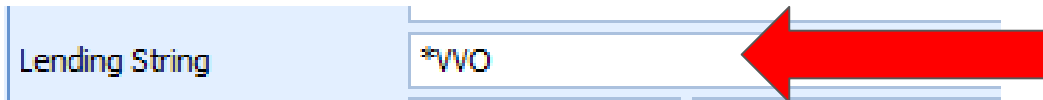
<https://prometheus.atlas-sys.com/display/illiad/Processing+Borrowing+Conditionals>

# No Response

Click No and the transaction goes to the next lender

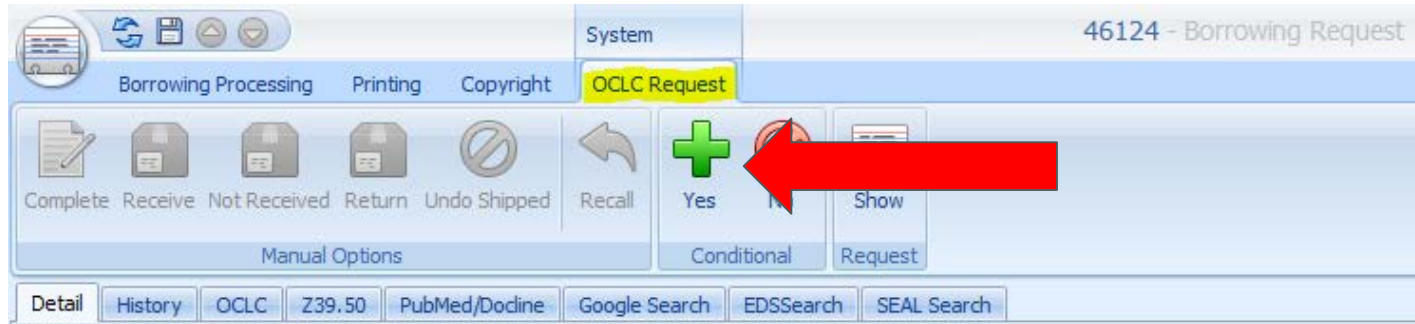


In this case the transaction will move to Unfilled because VVO is the only symbol



# Yes Response

Click Yes and the transaction goes back to Request Sent



But what if you get this type of conditional...now you need to update a field first!

IXA: OTHER Item is in storage unit, we need issue number to search.

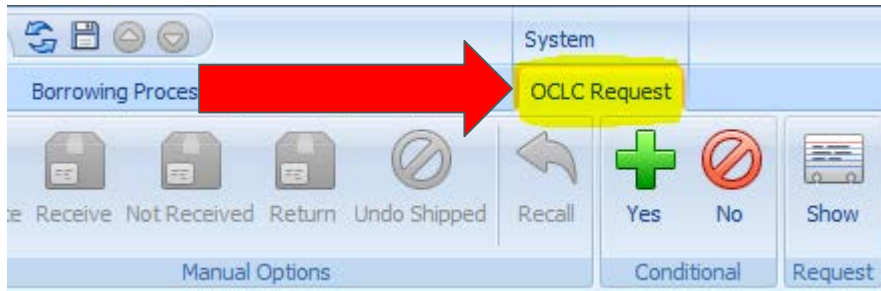


# Yes Response with revisions

## Step 1

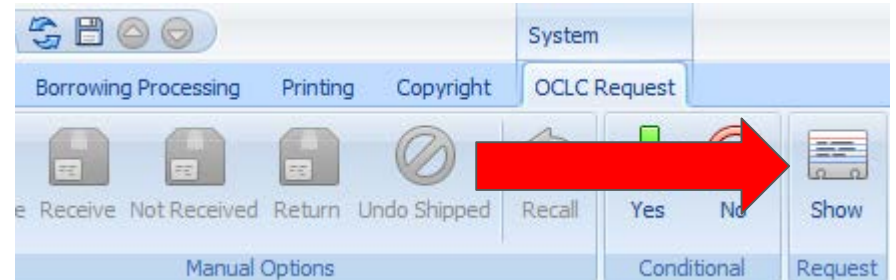
Open the Request

Click on the OCLC Request tab



## Step 2

Click on Show

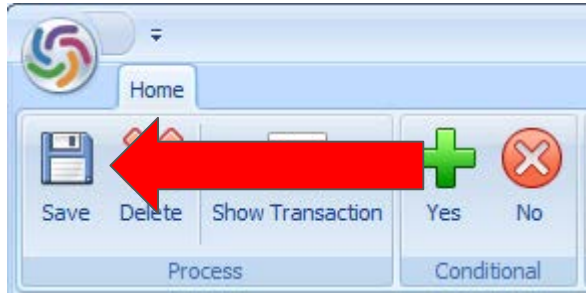


# Step 3

Bibliographic Information							
U Title	<input type="text"/>	Title	Casarett and Doull's toxicology : the basic science of poisons.				
Author	Klaassen, Curtis D (ed)		Edition	<input type="text"/>	Series	<input type="text"/>	
Article	<input type="text"/>		Article Author	<input type="text"/>			
Imprint	New York : McGraw-Hill, 2013.		Volume	<input type="text"/>	No	<input type="text"/>	
Date	<input type="text"/>		Pages	<input type="text"/>		ISBN	9780071769235
Verified	<TN:46124><ODYSSEY:206.107.42.211/ILL> OCLC		DOI	<input type="text"/>		PMID	<input type="text"/>
<b>Borrowing</b>   <b>Lending</b>							
Ship To Attention	Interlibrary Loan (MRV-117)			Bill To Attention	Interlibrary Loan (MRV-117)		
Ship To Address	Hudson Valley Community College			Bill To Address	Hudson Valley Community College		
	80 Vandenberg Avenue				80 Vandenberg Avenue		
City	Troy	State/Province	New York	City	Troy	State/Province	New York
Postal Code	12180	Country	United States	Postal Code	12180	Country	United States
Ship Via	ELD Courier/Odyssey/	Max Cost	0.00	Type	Ifm	Copyright Compliance	<input type="text"/>
Borrowing Notes	Please condition if there are charges. Thank you!			Billing Notes	<input type="text"/>		

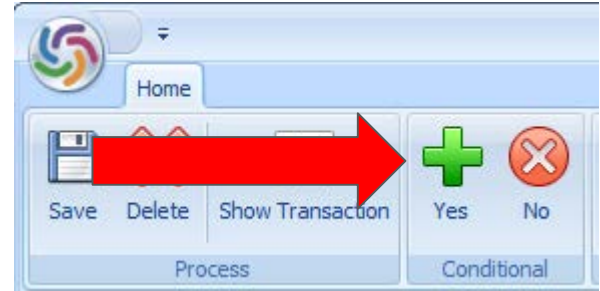
# Step 4

Click Save



# Step 5

Click on Yes



### **Borrowing**

How do you process this conditional:

Yes - let it pass to the next lender?

No - cancel the request immediately?

Cancel the request?

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Do you cancel the request in Borrowing with the link to the full text?

Do you move the request to DocDel and deliver the article?

### **Lending**

Does your library conditional for this reason?

When does your library conditional for this reason?

What does your library do instead of conditionalizing for this reason?



**Lenders are giving you the opportunity to fill in missing information or give you an opportunity to agree or pass on restrictions.**