

With the start of a new year it's time to take a look at your library's entry in the Minitex Interlibrary Loan Policy Database. The Minitex ILL Policy Database provides a spot for your library to share your library contact information and policy information. In addition to sharing information about your library, you can search for contact or policy information about another library. The Minitex ILL Policy Database link is <https://www.minitex.umn.edu/Sharing/Policy/>

Perhaps you are wondering who to contact at Minnesota State University Moorhead about an interlibrary loan issue. You can search the policy database by Library Name, Institution Name or City and find contact information.

The screenshot shows the 'Interlibrary Loan Policy Database' search form. On the left is a navigation menu with sections for 'Resource Sharing', 'Services', 'Resources', and 'Contact'. The main content area has a breadcrumb trail: 'Home » Products & Services » Resource Sharing » Interlibrary Loan Policy Database'. Below this is the title 'Interlibrary Loan Policy Database' and a search instruction: 'Search our database for interlibrary loan contact and policy information for libraries in Minnesota. Please update your library's information as changes occur.' A link 'Edit Your Library's ILL Policy Information' is provided. The search form is titled 'Interlibrary Loan Policy Search Form (* indicates a required field)'. It features a 'Choose Your Search Type *' section with radio buttons for: 'Library Name, Institution Name, or City' (selected), 'Relationships and Codes', 'Library Type', 'Library ILS Vendor', 'ILL Software', 'Copy Services Provided', 'Applicable Charges', 'Sending or Receiving Methods', and 'Formats'. Below this is a search instruction: 'Search by Library Name, Institution Name, or City'. A 'Search Term *' input field contains 'Minnesota State University Moorhead' and a 'Search' button is located below it.

Resource Sharing

Services

- [Desktop Delivery \(MEDD\)](#)
- [Send a Web Request](#)
- [University of Minnesota ILL Lending](#)

Resources

- [About](#)
- [Minitex/MnLINK ILL Committee](#)
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- [MnLINK](#)

Contact

- [Contact Staff](#)
- [Send a Message](#)
- [Order Supplies](#)

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Interlibrary Loan Policy Database

Search our database for interlibrary loan contact and policy information for libraries in Minnesota. Please [update your library's information](#) as changes occur.

- [Edit Your Library's ILL Policy Information](#)

Interlibrary Loan Policy Search Form (* indicates a required field)

Choose Your Search Type *

- Library Name, Institution Name, or City
- Relationships and Codes
- Library Type
- Library ILS Vendor
- ILL Software
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- Applicable Charges
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Search by Library Name, Institution Name, or City

Search Term *

Search

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Interlibrary Loan Policy Database

Search Results

Click the link to view the library's full record:

Symbol	Library Name	Institution Name
MUO	Livingston Lord Library	Minnesota State University Moorhead

Search Again

- [Try a New Search](#)

Livingston Lord Library - Minnesota State University Moorhead

Scroll to browse the full record, or skip to a specific section:

- [General Information](#)
- [Consortia, Systems & Symbols](#)
- [Service Hours](#)
- [Billing](#)
- [Overdue & Lost Items](#)
- [Delivery](#)
- [Policies](#)

General Information

Last Updated	9/24/2014 10:02:33 AM
Library Name	Livingston Lord Library
Institution Name	Minnesota State University Moorhead
Mailing Address	Library Room 118 1104 7th Avenue South Moorhead, MN 56563
Library Type	Academic
ILL Website URL	
Library Website URL	http://www.mnstate.edu/library
Institution Website URL	http://www.mnstate.edu
ILL Main Contact Person	Dianne Schmidt
ILL Main Contact's Phone Number	(218)477 2924
ILL Main Contact's FAX Number	(218)477 5924
ILL Main Contact's Email Address	schmidtd@mnstate.edu

Perhaps with the new year, you are thinking of making a policy change and you are curious about the policy at other libraries. You can search the database for an individual library or you can search by format. In the example below, a Formats search was done for libraries that Lend DVD Format.

The screenshot shows the Minitex website's Interlibrary Loan Policy Database search interface. The header includes the Minitex logo and the text "An Information and Resource Sharing Program of the Minnesota Office of Higher Education and the University of Minnesota Libraries." Below the header is a navigation bar with links for "PRODUCTS & SERVICES", "TRAINING & EVENTS", "COMMUNICATIONS", and "COMMITTEES". The main content area is titled "Interlibrary Loan Policy Database" and includes a search instruction: "Search our database for interlibrary loan contact and policy information for libraries in Minnesota. Please update your library's information as changes occur." A link for "Edit Your Library's ILL Policy Information" is provided. The search form is titled "Interlibrary Loan Policy Search Form (* indicates a required field)". It features a "Choose Your Search Type *" section with radio buttons for: Library Name, Institution Name, or City; Relationships and Codes; Library Type; Library ILS Vendor; ILL Software; Copy Services Provided; Applicable Charges; Sending or Receiving Methods; and Formats (which is selected). Below this is a "Search by Formats" section with two dropdown menus: "Lend/Copy *" set to "Lend" and "Format *" set to "DVD". A "Search" button is located at the bottom of the form.

Minitex
DEDICATION. EXPLORATION. INNOVATION.

An Information and Resource Sharing Program of the Minnesota Office of Higher Education and the University of Minnesota Libraries.

PRODUCTS & SERVICES | TRAINING & EVENTS | COMMUNICATIONS | COMMITTEES

Home » Products & Services » Resource Sharing » Interlibrary Loan Policy Database

Interlibrary Loan Policy Database

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- [Edit Your Library's ILL Policy Information](#)

Interlibrary Loan Policy Search Form (* indicates a required field)

Choose Your Search Type *

- Library Name, Institution Name, or City
- Relationships and Codes
- Library Type
- Library ILS Vendor
- ILL Software
- Copy Services Provided
- Applicable Charges
- Sending or Receiving Methods
- Formats

Search by Formats

Lend/Copy *
Lend

Format *
DVD

Resource Sharing

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Interlibrary Loan Policy Database

Search Results

Click the link to view the library's full record:

Symbol	Library Name	Institution Name
ACO	Riverland Community College	
ALV	Arrowhead Library System	
ANK	Anoka County Library	
ANR	Coon Rapids Campus Library	Anoka Ramsey Community College
CCE	Carver County Library System	
CKK	Carl B. Ylvisaker Library	Concordia College
CRM	Pioneerland Library System	
DCB	Dakota County Library	
DLCI	MSCTC Detroit Lakes	Minnesota State Community and Technical College
DML	Martin Luther College Library	
DUD	Duluth Public Library	same
ETC	East Central Regional Library	
GRR	Great River Regional Library	
HCO	Hennepin County Library	
KRL	Kitchigami Regional Library	
LAL	Lake Agassiz Regional Library	
LCO	Century College Library	Century College
LNT	Luther Seminary Library	Luther Seminary

You can display an individual library's policy about various formats.

Policies								
FORMAT	OWN?	LEND?	COPY?	LOAN PERIOD	RENEWAL PERIOD	FEE IF LOST	ACCEPT REPLACEMENT COPY?	RESTRICTIONS
16MM Film	True	False	False					
Audiocassette-Music	True	False	False					
Audiocassette-Spoken	True	True	False	13 weeks				
Book	True	True	True	13 weeks	13 weeks	110.00	True	
CD-Music	True	False	False					
CD-Spoken	True	True	False	13 weeks				
Computer Software	True	True	False	13 weeks				case by case basis
DVD	True	True	False	3 weeks				one week patron use, no renewals
Government Document	True	True	True	13 weeks	13 weeks			
Laser Disc	True	True	False	3 weeks				one week patron use, no renewals
LP Record	True	False	False					
Map	True	True	True	6 weeks				
Microcard	True	True	False	6 weeks				rare case by case basis
Microfiche	True	False	True					
Microfilm	True	True	True	6 weeks		210		
Music Score	True	True	True	13 weeks	13 weeks			
Newspaper	True	False	True					
Reference	True	False	True					
Serial	True	True	True	6 weeks		210		
Special Collection	True	False	True					rarely lend, case by case
Thesis-Other Institution	True	True	True	13 weeks	13 weeks			
Thesis-Own Institution	True	True	True	13 weeks	13 weeks			
Videocassette	True	True	False	3 weeks				one week patron use, no renewals

In order for this resource to be a successful tool for you and others we rely on you to keep your library information up to date.

You can edit your existing library policy database entry by going to this link <https://www.minitex.umn.edu/Sharing/Policy/Edit/>

Resource Sharing Links

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[Home](#) » [Products & Services](#) » [Resource Sharing](#) » [Interlibrary Loan Policy Database](#) » [Edit Your Record](#)

Edit Your ILL Policy Database Record

If you need to change your access email address (due to staff turnover, etc.), or need a password reminder, please contact Scott Hreha at the Minitex office (612-625-6308, 800-462-5348, hreha002@umn.edu).

ILL Policy Database Login Form

Email address (of person who originally submitted the form):

Password:

If you don't have an entry in the ILL Policy Database or have forgotten your access information, contact Scott Hreha (612-625-6308, 800-462-5348) hreha002@umn.edu

Resolve today to review your library's policy database entry or create an entry for your library.