

香港中文大學圖書館館際互借系統 - ILLiad

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ILLiad 是一個網上館際互借系統，香港中文大學教務人員、行政及研究人員，研究生和應屆畢業本科生均可申請使用。所有合資格讀者每學年均享有[免費限額](#)，用於本地圖書館或與本館達成互惠協議之海外圖書館複印文獻。讀者亦享可有[資助限額](#)，以複印海外文獻。

ILLiad 功能

讀者可透過此網上系統隨時隨地提交申請表格、查閱申請狀況並下載所申請的文獻。系統會透過您在「[我的借閱記錄](#)」中登記的電郵地址，電郵通知您的申請進度。因此，請您使用一個有效的電郵地址以便收取通知。

如何使用 ILLiad

登入

您可在香港中文大學圖書館館際互借系統 ILLiad 的[登入頁面](#)，透過 CUHK Login 登入 ILLiad。如果您需要了解您的登入 ID 和密碼，請瀏覽[此頁面](#)。



香港中文大學圖書館
The Chinese University of Hong Kong Library

Interlibrary Loan & Document Delivery Services



Welcome to the Interlibrary Loan and Document Delivery Services.

The services are for **faculties, administrative and research staff, postgraduate and final year undergraduate students of the CUHK** only. As the request service of the Hong Kong Academic Library Link (HKALL) will be temporarily suspended from 6 June to mid-July, the library will provide interlibrary loan service for undergraduate students, executives, general staff and other patrons who are eligible for HKALL service during the affected period.

Click [here](#) for details of the services and hours for scheduled system maintenance.

To log in CUHK ILLiad, please enter:

CUHK LOGIN

This will log you in via the CUHK Central Authentication System

Gentle Reminder: Please keep your email address in ILLiad as current as possible to receive notifications of interlibrary loan services. You may check your email used in ILLiad at Main Menu -> Tools-> Change User Information after log on your ILLiad account.

For details of the CUHK's privacy policy, please visit: <http://www.cuhk.edu.hk/english/privacy.html>

首次登記

登入後系統會顯示你於本年度免費及資助的申請限額，點擊「[here](#)」繼續。

The CUHK ILLiad

Your quota information from Aug 2014 to July 2015 (Academic Year)

For Local Resources:

Free Quota Limit : 100

Free Quota Used : 1

Remaining Quota : 99

Photocopying Requests in Process : 0

For Overseas Resources:

Subsidized Overseas Quota Limit : 10

Subsidized Overseas Quota Used : 0

Remaining Quota : 10

Photocopying Requests in Process : 0

Click [here](#) to proceed.

Data is current as of 07/07/2015 8:59:49

初次使用的讀者請依畫面指示填寫個人基本資料以及設定，以完成整個登記的過程。完成後可按「Submit information」。倘若讀者需要更新電郵地址，請先登入「[我的借閱記錄](#)」中更改，然後再登入 ILLiad 繼續登記。

The CUHK ILLiad

Complete your registration information and click submit.

New User Registration for ILLiad * Indicates required field

First Name	Mei Ling
Last Name	CHAN
ID Number	F1233211
Preferred Notification Method	E-Mail <input type="button" value="v"/>
E-Mail Address	ulill@lib.cuhk.edu.hk
* Daytime Phone	<input type="text"/>
Loan Delivery Method	Hold for Pickup
Electronic Delivery (PDF file via web)	Yes
Status	Postgrad
Department	Music
Authorized Users	<input type="text"/>
<small>List the full names of anyone you wish to be allowed to pick up your ILL items. An ID will be REQUIRED to pick items up.</small>	
* Delivery Location	University Library <input type="button" value="v"/>

增加／更改繳費賬戶資料

首次登記中，讀者需選擇繳付海外館際互借服務收費的支付方式，於「Add/Change Account」畫面上選擇付款方式及輸入有關帳戶號碼。選擇一經訂立後，以後提交申請時您可在下拉選單中選擇該申請的付費方式。

Edit your Account Information below.

- Logoff F99933
- Main Menu
- New Request
 - ↳ Article
 - ↳ Book
 - ↳ Book Chapter
 - ↳ Conference Paper
 - ↳ Patent
 - ↳ Thesis
 - ↳ Standards
- View
 - ↳ Outstanding Requests
 - ↳ Electronically Received Articles
 - ↳ Checked Out Items
 - ↳ Cancelled Requests
 - ↳ Finished Requests
 - ↳ All Requests
- Tools
 - ↳ Change User Information
 - ↳ **Change Accounts**
- About ILLiad
- Other Information

Current Accounts

Account Number	Type	Description	Valid	Delete
SELF PAYMENT		Self-payment	Yes	Delete
FREE QUOTA		Within my free quota	Yes	Delete
C001/2345678/555005		Research Account	Yes	Delete
C001/3456789/555005		Department Account	Yes	Delete

Add Account * Indicates required field

Interlibrary Loan and Document Delivery Services will levy charges for materials obtained from overseas libraries. Users are requested to provide us with one of the following payment methods:

- **Self-payment:** pay by cash / cheque at the Counter when picking up the item.
- **Research Account:** a valid research account number for settling the charge.
- **Departmental Account:** a valid departmental account number for settling the charge. (*An email seeking approval for charging will be sent to the account budget holder or his/her representative. Upon receipt of approval, the request will be processed).

*Description

*Account Number
(Cost Centre/Department Account/Account Number, e.g. C001/LIB/555005
Cost Centre/Research Account/Account Number, e.g. C001/1234567/555005)

Expiration Date (MM/DD/YYYY)

倘若讀者選擇以部門帳戶支付服務收費，我們會以電郵通知帳戶持有人/代表，經帳戶持有人/代表認可後，您的申請會被處理。

修改個人資料

您隨時都可修改 ILLiad 內的個人資料。點擊左側面版「Tools」下的「Change User Information」即可修改。請謹記於完成後按「Submit Information」，修改的資料才能成功儲存。

倘若讀者需要更新電郵地址，請先登入「[我的借閱記錄](#)」中更改，然後立即登入 ILLiad 讓系統啟動已更新的電郵地址。

Change Personal Information * Indicates required field

First Name	Wai Ling
Last Name	LEE
ID Number	F1122331
Preferred Notification Method	E-Mail
E-Mail Address	uill@lib.cuhk.edu.hk
*Daytime Phone	34938741
Loan Delivery Method	Hold for Pickup
Electronic Delivery (PDF file via web)	Yes
Status	Postgrad
Department	Music
Authorized Users	
List the full names of anyone you wish to be allowed to pick up your ILL items. An ID will be REQUIRED to pick items up.	
Delivery Location	University Library

Submit Information Cancel - Exit to Main Menu

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提交申請

1. 左側面版「New Requests」下方列出了可以申請的不同類型館藏。請點擊您想申請文獻的類型，以開啟相應的申請表格。
2. 盡可能提供完整文獻的書目資料。若能提供申請文獻的國際標準期刊號(ISSN)，將加速該申請的處理速度。
3. 「Required fields」必須填寫，如沒有相關資料，請填寫「unknown」。
4. 選擇該申請的付費方式。
5. 點擊「Submit Request」按鈕，提交申請。

- Logoff F112233
- Main Menu
- New Request
 - ↳ Article
 - ↳ Book
 - ↳ Book Chapter
 - ↳ Conference Paper
 - ↳ Patent
 - ↳ Thesis
 - ↳ Standards
- View
 - ↳ Outstanding Requests
 - ↳ Electronically Received Articles
 - ↳ Checked Out Items
 - ↳ Cancelled Requests
 - ↳ Finished Requests
 - ↳ All Requests
- Tools
 - ↳ Change User Information
 - ↳ Change Accounts

Photocopy Request * Indicates required field

Enter information below and press the Submit Information button to send.

Describe the item you want

* Article Title	<input type="text"/>
Article Author	<input type="text"/>
* Title (Journal, Conference Proceedings, Anthology)	<input type="text"/>
* Volume	<input type="text"/>
Issue Number	<input type="text"/>
Month	<input type="text"/>
Year	<input type="text"/>
* Inclusive Pages	<input type="text"/>
ISSN/ISBN	<input type="text"/>

網上續借館藏

中大圖書館會於館藏到期日前向讀者發出**即將到期通知**。在到期日 2 天前，你可以透過 ILLiad 續借您的館藏。從海外借閱的申請件一般不設續借；過早的續借申請或館藏已逾期的續借申請均不被接納。續借與否會由借出館藏的圖書館決定。當借出館藏的圖書館回覆續借申請後，您會收到電子郵件通知。若續借申請被拒，請您於到期日之前歸還館藏。

1. 點擊左側面版「View」下的「*Checked Out Items*」，頁面會顯示您已借閱的館藏項目。
2. 點擊您需要續借的館藏交易編號 (transaction number)，頁面會顯示館藏項目的詳細資料。
3. 於館藏項目的詳細資料頁面上方點擊「*Renew Request*」。

The CUHK ILLiad

This request is currently checked out to you.

- Logoff F99922
- Main Menu
- New Request
 - ↳ Article
 - ↳ Book
 - ↳ Book Chapter
 - ↳ Conference Paper
 - ↳ Patent
 - ↳ Thesis
 - ↳ Standards
- View
 - ↳ Outstanding Requests
 - ↳ Electronically Received Articles
 - ↳ **Checked Out Items**
 - ↳ Cancelled Requests

Renew Request

Transaction Information	
Title	商業機構/文獻種類/セウオル号/되었습니다/été/been
Author	see/互惠協議/教務人員/스포치아넥스/클럽/ rückwärts-rénière/see
Publisher	see/互惠協議/教務人員/스포치아넥스/클럽/ rückwärts-rénière/see
Place	
Date	商業機構/文獻種類/セウオル号/되었습니다/été/been
Edition	
ISSN/ISBN	
Cited In	
Cited Title	
Cited Date	
Cited Volume	
Cited Pages	

查閱申請進度

1. 點擊左側面版「View」下的「*Outstanding Requests*」。
2. 點擊您所申請文獻的交易編號 (transaction number)，頁面底部會顯示所有處理您的申請時的有關訊息。

The CUHK ILLiad

Choose a request below for detailed information.
Below are your active requests. Click on any transaction number for detailed information.

Active All Search

- Logoff F99922
- Main Menu
- New Request
 - ↳ Article
 - ↳ Book
 - ↳ Book Chapter
 - ↳ Conference Paper
 - ↳ Patent
 - ↳ Thesis
 - ↳ Standards
- 1. View
 - ↳ Outstanding Requests
 - ↳ Electronically Received Articles
 - ↳ Checked Out Items
 - ↳ Cancelled Requests
 - ↳ Finished Requests
 - ↳ All Requests

Outstanding Requests				
Transaction Number	Type	Title	Author	Status
323906	Book Chapter	Handbook of psychophysiology: Developmental psychophysiology: Conceptual and methodological issues		Request Sent

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Tracking		
Date/Time	Status	Changed By
5/15/2014 2:22:50 PM	Submitted by Customer	F99922
5/15/2014 2:22:50 PM	Awaiting Copyright Clearance	F99922
5/20/2014 12:40:20 PM	Awaiting Request Processing	suking
5/20/2014 12:40:41 PM	Request in Processing	suking
5/20/2014 12:43:31 PM	Request Sent	suking

查看／下載已完成的申請

1. 當申請文獻到館後，您會收到電子郵件通知取件。
2. 登入 ILLiad，點擊左側面版「View」下的「*Electronically Received Articles*」，頁面會顯示您的申請成功到館的資料。
3. 選擇您所申請文獻的交易編號 (transaction number) 並點擊旁邊的 PDF 圖標便可檢視或下載該文獻。(需 Acrobat Reader 軟件)
4. 您可於打印後刪除該文獻檔案。該電子文檔會從發布之日起計在 ILLiad 保留 14 天。
5. 如您在 ILLiad 不小心按了「*delete*」，您可以點擊「*undelete*」(文字連結為藍色) 復原該連結以重新獲取該文獻檔案。

- **Logoff F99922**

- **Main Menu**

- **New Request**

- ↳ Article
- ↳ Book
- ↳ Book Chapter
- ↳ Conference Paper
- ↳ Patent
- ↳ Thesis
- ↳ Standards

- **View**

- ↳ Outstanding Requests
- ↳ **Electronically Received Articles**
- ↳ Checked Out Items
- ↳ Cancelled Requests
- ↳ Finished Requests
- ↳ All Requests

Articles posted to this page will remain accessible by the requestor for **14 days from the date of posting**.

If, prior to this time, you no longer require the use of an article, you may delete it using the "Delete" link to the right of the article information.

In the event that you accidentally delete an article from this web page, you may **undelete** articles or e-mail to the Interlibrary Loan and Document Delivery Department at ulill@lib.cuhk.edu.hk or to the Medical Library at mdill@lib.cuhk.edu.hk to have it reset.

Electronically Received Articles

Transaction	View	Size	Title	Author	Expires	Delete
323988	 View	2.99 MB	Rediscovering Japan, reintroducing Christendom : two thousand years of Christian history in Japan: The Protestant movement enters in Japan: The Clash of Cultures		7/21/2015	Delete

遠程訪問

合資格讀者可透過 CUHK Login 在校園網絡外登入 ILLiad。

聯絡我們

如有任何查詢，歡迎聯絡讀者服務。您可致電 3943 7306 或電郵至 ulill@lib.cuhk.edu.hk。