This guide demonstrates how to access the I-Share catalog and how to have an item sent to the Aurora University Library. Information on creating an I-Share account is in another guide.
To reach the AU Phillips Library catalog, first go to the library’s home page [http://aurora.edu/academics/library/index.html](http://aurora.edu/academics/library/index.html).

From the library home page, select the link “Find Books/Media” from the left side of the page.
On the next page, choose the second link that reads Locate books & materials in Illinois libraries using the I-Share Catalog.
First, login to your account by clicking on the Login button on the top right of the catalog page. To create an account, see the guide on creating an I-Share account.
Enter your username and password, then click Login.
Once you log in, you can perform a quick search in the search box for keywords, titles, authors, etc. In this example, we are searching for the keywords cultural diversity.
The next page is the results page. Clicking on a title brings up the record for that item.
You can see the list of libraries that have this item & the status—whether the item is available. Click on “Request First Available” to request an item.
Click on “Request” to have an item sent to the AU Library.

Make sure the next screen reads “Request submitted.” An email will be sent you entered when the item is ready for pick up. You can pick up items at the AU library’s circulation desk.
Thanks for using the One-Minute Mentor tutorial series!

Questions? Contact us!

Visit us at Phillips Library, or
Email: libref@aurora.edu
Live chat: Ask a Librarian (on library homepage)
Phone: 630.844.7534
Text: 630-796-7615 (standard rates apply)