

Rapid Rocks!



Rapid101: Submitting Requests for Locally Held material

We've had several requests for "Rapid Rocks!" issues on basic Rapid functionalities. What a good idea! Here is the first in a series of "Rapid101" posts. We hope these will be helpful to new and seasoned users alike.

Occasionally a request for material owned by the borrowing library will be queried against the Rapid database. When this happens, Rapid will stop the request from going into the system automatically, making sure the borrower realizes the material is locally held.

Sometimes, the locally held material is not available, missing or mutilated necessitating the need for the request. The steps to overriding the locally held stop vary by ILL management system.

We're listening...

Did you find this issue of "Rapid Rocks!" helpful? What Rapid 101 topic that you would like to have covered?

Please let us know!

Send your comments and ideas to me at:

Jane.Smith@colostate.edu

To send a request for locally held material into Rapid:

ILLiad Users

Rapid will return requests for locally held material back to your "Awaiting Rapid Local Request Processing" queue.

Rapid will also insert the note, "RAPID Request Held Locally," and provides your call number and library location of that request. The lending string and system ID are RAPID.

To send the request to Rapid even though it is held locally, simply route it to **Awaiting RAPID Local Sending** queue.

Rapid will grab the request and move it to **Request Sent**.

That's it.

CLIO, FirstSearch and WorldShare Users

Requests for locally held material, result in a pop-up box telling you that the material is in your library and supplying you with your call number and library location.

You can send this request into Rapid by clicking "**Send to Rapid**" at the bottom of the pop-up box.

Relais Users

As with the other ILL management systems, your request for locally held material will be returned to your Relais system along with your library's call number and location.

NOTE: Relais does not yet have a method to send these requests into Rapid.

Stay in touch with
RapidILL

Rapid provides many options for you to stay up-to-date with our latest enhancements and announcements.

We have 12 separate listservs: one main list (Rapid-I) which includes the ARL, Academic E, Academic I, Academic M and Cosmo pods' members and separate lists for each consortium or private pod. Please let us know if you'd like subscription instructions.

We also have a Facebook page and hope you will follow us there.

You can also email the Rapid team anytime at:

Rapidstaff@RapidILL.org



ATTENTION CALIFORNIA STATE UNIVERSITY LIBRARIES

Mike Richins, Rapid's Coordinator of Customer Technical Support and System Development, will be speaking at the **2013 I-SPIE Conference** this Thursday, August 15, in San Francisco, CA.

Please take a minute and say hello to Mike.

Contact Rapid Staff

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