Purpose:

Citizens of Illinois are uniquely advantaged in the resource-sharing model created and enhanced by Illinois libraries. The infrastructure upon which this system of resource sharing has been established is called ILLINET. ILLINET is the cooperative network of multi-type (academic, public, school and special) libraries in Illinois. The Intersystem Library Delivery System (ILDS) - is the statewide delivery infrastructure that allows for the cooperative sharing of resources. Our strong history of cooperation between libraries is one of the tenets that make the State of Illinois a standout model in the area of resource sharing.

The monitoring of the Interlibrary Loan traffic that flows from library to library is highly important in measuring and evaluating: 1) the effectiveness of our delivery system; 2) the number of requests; 3) the methods of request and delivery; and 4) the methods of borrowing and delivery.

Finally, regardless of library size or type, great service to the end user is the goal for all Illinois libraries. Achieving this goal will be assured as long as we constantly assess our libraries and strive towards continually optimizing resource sharing in Illinois.

How To Fill Out The Survey:

This survey can be submitted through one of two methods: Note that you are NOT required to supply a copy of your ILLINET Interlibrary Loan Traffic Survey to your system. A copy will be sent to your system by the Library Research Center.

1. Filling out the survey on-line at http://lrc.lis.uiuc.edu/web/ILL2006/
   If you received a survey invitation in the mail and would like to take the survey online, go to http://lrc.lis.uiuc.edu/surveys/ILL2006/. You will be prompted to enter a respondent key, which can be found on the survey invitation.
   If you received your survey via email, click the link provided. This will take you directly into the survey.
   To receive a copy of your ILLINET Interlibrary Loan Traffic Survey please provide us with your name and email address at the end of the survey. A copy of your survey will be emailed to you.

   OR

2. Filling out a paper form of the survey
   Please retain a copy of your ILLINET Interlibrary Loan Traffic Survey for your records. Paper surveys can be submitted via fax, or through mail to the Library Research Center. For contact information please see page 5.

While each ILLINET library agency, with branches or buildings, is responsible for internally determining how to compile and report their interlibrary loan statistics, two reporting options are available:

1. The library agency can submit one centralized statistical report for all branches and buildings. If reporting for multi-site library agency (academic, public, school, special), please provide a complete address for each additional building/branch. If reporting for more than 12 branches/locations, please contact The Library Research Center at surveys@lrcmail.lis.uiuc.edu or (217) 333-1980.

   OR

2. Each library outlet (branches, buildings, main/central library, etc.) can submit individual statistical reports

To view definitions for terms referenced in this survey see the appendix located at the end of this document.

Please complete this form by
Friday, October 20, 2006
ILLINOIS STATE LIBRARY
ILLINET INTERLIBRARY LOAN TRAFFIC FORM
July 1, 2005 to June 30, 2006

ELI Control Number ___ ___ ___ ___ ___- ___ ___
To find your library’s ELI Control Number go to: http://www.eliillinois.org

Name of Person Completing This Form ____________________________________________
E-Mail Address ________________________________________________________________
Name of Institution _____________________________________________________________
Name of Library _______________________________________________________________
Mailing Address _______________________________________________________________
City, State and ZIP + 4 __________________________________________________________
Phone ___________________________ FAX _____________________________

Regional Library System _________________________________________________________

Type of Library ☐ Academic ☐ Public ☐ School ☐ Special ☐ Combined Public/School

INTERLIBRARY LOAN ACTIVITY

1. Did the library request materials through interlibrary loan for the period 7/1/2005 - 6/30/2006? ☐ Yes ☐ No
   If NO, please explain: ____________________________________________________________

2. Did the library lend materials through interlibrary loan for the period 7/1/2005 - 6/30/2006? ☐ Yes ☐ No
   If NO, please explain: ____________________________________________________________

3. Did the library participate in reciprocal borrowing for the period 7/1/2005 - 6/30/2005? ☐ Yes ☐ No
   If YES, report number of materials loaned: _________________________________________
   If NO, please explain: ____________________________________________________________

4. Did you answer NO to both questions #1 and #2 above? ☐ Yes ☐ No
   If YES, you are now finished. Please submit your survey to the Library Research Center. For contact information see page 5.
   If NO, please continue on to question 5.
**INTERLIBRARY LOAN ACTIVITY** For Branches and Buildings (other than library listed above)

5. To report additional branches and buildings, use the following table:

<table>
<thead>
<tr>
<th>ELI Number (optional)</th>
<th>Name of Library</th>
<th>Address of Library</th>
<th>Did the Library request materials through interlibrary loan for the period 7/1/2005 - 6/30/2006</th>
<th>Did the Library lend materials through interlibrary loan for the period 7/1/2005 - 6/30/2006</th>
<th>Did the Library participate in reciprocal borrowing for the period 7/1/2005 - 6/30/2006</th>
<th>If YES, enter the number of materials loaned through reciprocal borrowing</th>
</tr>
</thead>
<tbody>
<tr>
<td>________</td>
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<td>□ Yes □ No</td>
<td>□ Yes □ No</td>
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<td>□ Yes □ No</td>
<td>□ Yes □ No</td>
<td>□ Yes □ No</td>
<td>____________________________</td>
</tr>
</tbody>
</table>

If reporting for more than 12 branches/locations, please contact The Library Research Center at surveys@lrcmail.lis.uiuc.edu or (217) 333-1980.
ILLINOIS STATE LIBRARY
ILLINET INTERLIBRARY LOAN TRAFFIC FORM
July 1, 2005 to June 30, 2006

BORROWING STATISTICS FOR FY2006  (July 1, 2005 - June 30, 2006)

6. Total number of interlibrary loan requests made by your library: ________________________________

Comments: ____________________________________________________________

7. How many of these interlibrary loan requests made by your library were filled? ____________________

(This value should not exceed the total number in 6.)

Comments: ____________________________________________________________

8. How many items were actually received by your library?

This number does not necessarily reflect the number of requests made or filled in questions 6 and 7. If you cannot supply in-state, out-of-state, returnables, or non-returnables figures please supply totals only. However, please mark those spaces in which you cannot supply figures as N/A.

<table>
<thead>
<tr>
<th>Type of activity</th>
<th>In-state</th>
<th>Out-of-state</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Returnables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-returnables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comments: ____________________________________________________________

LENDING STATISTICS FOR FY2006  (July 1, 2005 - June 30, 2006)

9. Total number of interlibrary loan requests received by your library: ________________________________

Comments: ____________________________________________________________

10. How many of these interlibrary loan requests received by your library were filled: ____________________

(This value should not exceed the total number in 9.)

Comments: ____________________________________________________________

11. How many items were actually supplied by your library?

This number does not necessarily reflect the number of requests made or filled in questions 9 and 10. If you cannot supply in-state, out-of-state, returnables, or non-returnables figures please supply totals only. However, please mark those spaces in which you cannot supply figures as N/A.

<table>
<thead>
<tr>
<th>Type of activity</th>
<th>In-state</th>
<th>Out-of-state</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Returnables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-returnables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
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</tr>
</tbody>
</table>

Comments: ____________________________________________________________
METHODS OF REQUESTING AND DELIVERING ITEMS

This portion of the survey is optional. Please supply the actual counts, or estimate the percentages, of all interlibrary loan activity sent and or/received by your library in FY2006 via each of the following methods.

Which type of values can you supply?

- Percentage Method
- Actual Count

<table>
<thead>
<tr>
<th>Method of request as a borrower</th>
<th>Method of delivery as a borrower</th>
<th>Method of request as a lender</th>
<th>Method of delivery as a lender</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ariel</td>
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</tr>
<tr>
<td>E-Mail</td>
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<tr>
<td>FAX</td>
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<td></td>
<td></td>
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<tr>
<td>I-SHARE (formerly ILLINET Online)</td>
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<tr>
<td>LLSAP</td>
<td></td>
<td></td>
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<tr>
<td>Library System Office</td>
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<tr>
<td>OCLC ILLIAD</td>
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<tr>
<td>OCLC ILL Subsystem</td>
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<td>Telephone</td>
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<td></td>
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<tr>
<td>US Mail</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Consortia/Groups</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Other (walk-ins etc... please explain)</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
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<td></td>
</tr>
</tbody>
</table>

The Illinois State Library gathers Interlibrary Loan traffic statistics as a service to the 4,000+ multi-type ILLINET member libraries and will publish the results statewide.

Thank you for taking the time to complete this survey. To submit, please send completed form by fax or mail to The Library Research Center. Please submit form by Friday, October 20, 2006. For contact information please see below.

For questions regarding content, please contact:

**Gwen Harrison**

garrison@ilsos.net

217-785-7334 (Voice) or 800-665-5576 extension 1

For technical questions, please contact:

**Library Research Center**

University of Illinois at Urbana/Champaign

501 East Daniel Street

Champaign, Illinois 61820-6212

217-333-198 (Voice) or 217-244-3302 (Fax)
APPENDIX Definitions of terms used on this form

**ARIEL:** Document transmission station using the Internet, does not require phone lines.

**ILDS:** Known variously as Intersystem Library Delivery System, Inter Library Delivery System, or Illinois Library Delivery System, ILDS is a dedicated surface delivery system funded by the Illinois State Library through a grant to the subcontractors. ILDS runs between individual library systems and other designated stops throughout the state of Illinois.

**ILLINET:** Illinois Library and Information Network is the cooperative network of multi-type (academic, public, school and special) libraries in Illinois. The Illinois State Library coordinates ILLINET. Membership is open to those libraries, which are members of one of the 10 regional library systems as defined by the Illinois Library System Act [75 ILCS 10]. ILLINET includes, but is not limited to, ILDS and ILLINET/OCLC Services.

**ILLINET/OCLC:** The ILLINET/OCLC network office, housed at the Illinois State Library, brokers OCLC services and products to Illinois libraries. More than 3,000 ILLINET members are ILLINET/OCLC libraries.

**Interlibrary loans:** Transactions in which library materials are made available from one library to another. An interlibrary loan is defined as a transaction in which the materials move from library to library/designated library user. The libraries involved in interlibrary loans **ARE NOT UNDER** the same library administration. Reciprocal borrowing is not considered an interlibrary loan transaction.

**I-SHARE:** Formerly known as ILLINET Online (IO), refers to the shared catalog supported by I-SHARE libraries (64 academic member libraries and the Illinois State Library).

**LLSAP:** Local Library System Automation Project, the online catalog for some of the member libraries at each of the regional library systems (e.g., SWAN, RSA, GateNet, etc...)

**Non-returnables:** Materials that the supplier/lending library does not expect to have returned. Examples of non-returnables include photocopies or facsimiles, fiche-to-fiche copies, print copies of microfilm, electronic full-text documents and gratis print copies of unpublished reports and/or departmental working papers.

**Other Consortia/Groups:** Consortia online catalogs other than the LLSAPs, for example: CCS (Cooperative Computer Services).

**Reciprocal borrowing:** A form of cooperative agreement between two or more libraries allowing their user's on-site circulation privileges at another library. Reciprocal borrowing does not cover remote circulation (a means of allowing eligible library users to check out materials off site) or interlibrary loan.

**Regional Library System:** Membership in an Illinois regional library system is required for participation in ILLINET and ILDS.

**Returnables:** Materials that the supplier/lending library expects to have returned. Examples of returnables include books, dissertations, microfilm reels, sound recordings and audiovisual materials.