

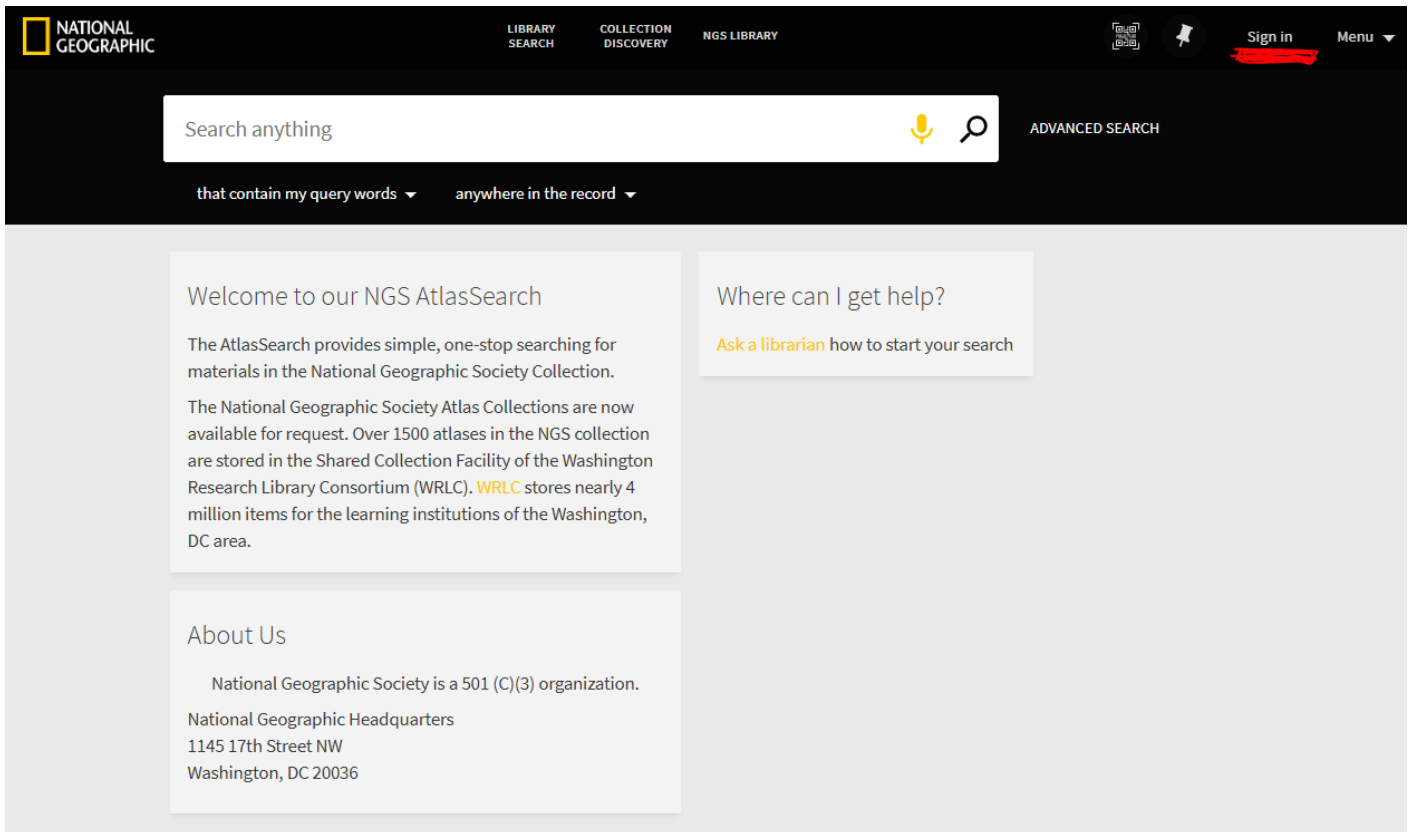
Affiliate Libraries

How members of affiliate libraries can request items in the SCF IZ or in Primo


- [Requesting in Primo](#)
- [Requesting in the Shared Collections Facility Alma](#)

Requesting in Primo

- Go to your affiliate library's **Primo**
- Click on the top-right **Sign In** link to sign into the system (you will have been given login credentials by WRLC)



- Once you are logged in, search for the item you would like to request
- Click on the title of the item from the search results list
- On the title page, click on the **Item from SCF** link * Do NOT choose the other Availability options



MULTIPLE VERSIONS

Concise atlas of the world.

National Geographic Society (U.S.); National Geographic Maps (Firm)

Available at [WRLC - Shared Collections Facility](#) [WRLC Storage - National Geographic \(N.G.S. Pubs. AT C744 2003\)](#) >

4 versions found. [See all versions](#) >

TOP

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Availability

REQUEST: [Item from SCF](#) / [Chapter/Article Request](#) / [CLS Request \(2-3 Day Delivery\)](#)

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AVAILABILITY AT LIBRARY

WRLC - Shared Collections Facility

Available, WRLC Storage - National Geographic ; N.G.S. Pubs. AT C744 2003

(1 copy, 1 available, 0 requests)

Item on Shelf

End of Term WRLC Faculty

N.G.S. Pubs. AT C744 2003 R35M11S04T03 EF

- In the Request form, choose **Work Address** for the **Pickup Location**
- Choose **Send Request**

Availability

REQUEST: [Item from SCF](#) / [Chapter/Article Request](#) / [CLS Request \(2-3 Day Delivery\)](#)

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Request


Material Type
Map

Pickup Location

★ Work Address ▼


Terms of Use ▼

Not needed after

 Pickup Date ▼

Comment

 RESET FORM

 SEND REQUEST

- The item will then arrive at your library in 1-2 business days

Requesting in the Shared Collections Facility Alma

- Log into the Shared Collections Facility Alma (a link will have been given to you by WRLC)
- Once you are logged in, search for the item you wish to request. You can limit your search to only your library's items by creating an advanced search of **Physical Items** that have a **Provenance Code** of **Property of [Affiliate Library]**

The screenshot shows the Alma search interface. The search bar is set to 'Physical items' and 'All'. The search criteria are: 'Physical item: Provenance Code' equals 'Property of National Geographic Society'. The search button is labeled 'Search'.

- Once you find the item you wish to request, click the ellipsis (...) button, then choose Request

The screenshot shows the search results for 'Physical Items (1 - 20 of 1,570)' where (Provenance Code equals 'Property of National Geographic Society'). The results table shows one item:

1	Longman's new atlas, political and physical, for the use of schools and private persons. Engraved and lithographed by Edward Stanford.	Withdraw	Edit Item	...				
	<p>Book By Chisholm, Geo. G. (London, New York, Longmans, Green, 1889.) Barcode: 02001055359X Library: WRLC - Shared Collections Facility Creation Date: 01/10/2025 08:39:08 EST Modification Date: 01/15/2025 13:12:30 EST Expected Arrival Time: - On Hold Expiration Date: - Due Date: - Needed By: - Until: - Permanent Location: WRLC National Geographic Receiving date: -</p> <p>Call Number: MC G 1019 C542 Call Number Type: Other scheme Item call number: R38M08S13T03 DE Status: Item in place Due back: - Material Type: Book</p> <p>Item ID: 23360037740004617 Holdings ID: 22360037760004617 MMS ID: 99186169386604617</p> <p>Other details</p>	Request	Resource sharing request	Toggle Missing Status	Work Order	Holdings	Display in Discovery	Items

- Then select the following values for your request
 - Request Type = **Patron Physical Item Request**
 - Requester = **search and select your name**
 - Pickup Institution = **Shared Collections Facility**
 - Pickup At = **Personal Delivery > Office Delivery**

< Create Request

Create Request

Request Type *

Patron physical item request

▼

Requester *

Test User

X

≡

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▼

Note

↵

Pickup Institution *

My Institution: Shared Collections Facility

▼

Pickup At *

Personal Delivery: Office Delivery

▼

Override On Shelf Request Policy

Additional Request Attributes

- Then click **Submit**
- The item will then arrive at your library in 1-2 business days