Setting up Document Delivery in ILLiad

- Log in to ILLiad using your HPU email username and password.

- On the Personal Information page there is a space for Preferred Loan Delivery Method. You have the choice of picking up the requested item at the Reference Desk in Smith Library or having it delivered via Document Delivery.

- If you would like items delivered to your campus address, select Deliver to Campus Address. Materials will be delivered via campus mail to the campus address provided on the form.

- If you prefer to pick up your materials, select Hold for Pickup.

- Please also note that ILL articles will be delivered electronically through your ILLiad account.

- Items will be delivered in red shipping pouches. These should be sent back to the library through campus mail once the item is received.

If there are any questions, please contact the ILL department at ill@highpoint.edu or 336-841-9170.
Document Delivery (Faculty only)

Document Delivery provides for the retrieval and delivery of HPU library materials and ILL materials to the campus address designated in your ILLiad account. This service is reserved for HPU faculty and staff. Items available for delivery:

- Books, videos, CDs, musical scores, maps, DVDs, or other items held at one of the HPU Library locations.
- Individual journal articles from a bound or current periodical or microfiche. (Journals are generally non-circulating items, so we cannot send entire journals.) Scanned articles will be delivered electronically to your ILLiad account. You can check the status of an item by logging in to ILLiad.

Requested materials will be delivered Monday through Friday during the fall and spring semesters and Monday, Wednesday, and Friday during the summer sessions.

Please contact ill@highpoint.edu with any questions regarding Interlibrary Loan or Document Delivery services.

Go to ILLiad login page

View instructions for Document Delivery.

Move link here and change text to View Instructions for Using Document Delivery.

Setting up Document Delivery in ILLiad

Add new text here.