GIL EXPRESS

WHAT PATRONS NEED TO KNOW

MAY 15, 2019

JANICE SHIPP, LIBRARY ASSISTANT II - SERIALS & INTERLIBRARY LOAN
PATRICK MORGAN, STUDENT SUCCESS & OUTREACH LIBRARIAN
What Patrons Need to Know

• GIL Express Exists
• Basic Information
  o Library account!!
  o Loan period
  o Loans are subject to recall
  o Two renewals are allowed
  o Do not remove GIL Express band
  o Responsible for lost/damaged books
  o GIL Express patron blocks
  o ILL office contact information
Our Approach

• Outreach/Reference/IL Instruction
• Good news notice
• Friendly reminder
• GIL Express information slip
• Thank you email
• Overview of ILL Service @ SSU workshop
Outreach Efforts

Outreach vectors:
- SSU Digest
- Targeted emails
- Campus-wide flyers/Mobile librarian
- Word-of-mouth
- Social media (FB, Twitter, Insta)
GIL Express

“Good News!” Notice

From your email to GIL Express, I realize that the request you submitted is still pending. Unfortunately, I am unable to process your request for the three titles below because they are available via interlibrary loan from the University System of Georgia.

1. "The odor of everything: how new ideas emerge"
2. "One of the robots that caused the inventions of the future" ***PLEASE NOTE: This book is also available in full text via the Central Academic Library.***

GIL Express utilizes current technology, faculty, and staff to request materials directly from GIL Libraries. To prevent delays, please send the processing necessary to check the availability of the item you need before submitting a new request.

To request an item via GIL Express, follow these instructions:

1. Go to http://gil.fourthliberalsarts.com and click on the GIL Express tab.
2. Enter the title and click on the drop-down menu next to "Savannah State University" and select "University System of Georgia" and click on the navigating grid search icon.
3. The list will display all the libraries available for the specified title.
4. Under "MORE OPTIONS," click on "GIL Express REQUEST" and "Send Request." If the item is available, it will be sent to your library.
5. If the request is denied, a message will be displayed.

Savannah State University

GIL Express

University System of Georgia

Savannah State University

Email: sp февраль 2023 @ gsu.edu

Using GIL Express: How to Request Books at Your Library

GIL Express

Savannah State University

Serious Impressions

Asa H. Gordon Library

Savannah State University
GIL Express Friendly Reminder

Sent items

This message was sent with high importance.

Dear [Name],

The titles you requested via GIL Express, are ready for pick up at Savannah State University’s Asa H. Gordon Library circulation desk.

Title: Humanitarian aftershocks in Haiti / by Mark Schuller
The book was placed on hold at the circulation desk on 04/03/2019.

Title: Shakespeare’s Holinshed; the Chronicle and the plays compared / by W. G. Boswell-Stone
The book was placed on hold at the circulation desk on 04/03/2019.

Please be advised; we can only hold GIL Express books for ten (10) days. Both GIL Express books will be on hold for you until 04/13/2019, at which time they will be returned to the lending library if not picked up.

For assistance please contact the ILL office.

Sincerely,

[Signature]

Janice Shipp
Library Assistant II - Interlibrary Loan
Asa H Gordon Library
Savannah State University
Phone: 912.358.4339
Email: ill@savannahstate.edu

Using Students' Voices To Improve The Library Experience

Savannah State University
Asa H. Gordon Library
SERIOUSLY IMPRESSIVE
GIL Express Information Slip

GIL EXPRESS LOAN

PLEASE NOTE THE FOLLOWING:

- All GIL Express loans have a 28-day loan period.
- Do not remove the GIL Express bookstrap from the book.
- Overdue GIL Express loans are subject to recall.
  o If a USG library chooses to charge recall fines for GIL Express materials, the fines will be $2.50 per day for each recalled item.
  o If the lending library charges an overdue recall fine, the fine will be added to the patron’s library account.
- Two renewals are allowed as long as the patron remains eligible and the item is not recalled.
  o Each renewal is also for 28 days.
- Patron assumes responsibility if a GIL Express book is lost or damaged.
  o The patron will be invoiced the price to replace, plus a processing fee of $35.
  o The total replacement cost for lost or damaged items will be added to the patron’s library account.
  o A block will be placed on the patron’s library and Banner accounts.
  o Grades, transcripts, etc., may not be released until GIL Express book is returned or replacement fee is paid.

Contact Asa H. Gordon’s ILL office if you have questions about your loan @ 912-358-4339 or ill@savannahstate.edu.
Thank you for picking up the book you requested via GIL Express, a resource sharing service offered at all libraries within the University System of Georgia (USG).

Title: What gender is motherhood? : changing Yoruba ideals of power, procreation, and identity in the age of modernity

Due Date: April 29, 2019

Please note the following:
- GIL Express has a 28-day loan period for all patrons.
- Do not remove the GIL Express bookmark from the book.
- All overdue loans are subject to recall.
  - If a USG library chooses to charge recall fines for GIL Express materials, the fines will be $2.50 per day for each recalled item.
  - If the lending library charges an overdue recall fine, the fine will be added to the patron’s library account.
- Two renewals are allowed.
  - Each renewal is also for 28 days as long as the patron remains eligible and the item is not recalled.
- Patron assumes responsibility if GIL Express book is lost or damaged.
  - The patron will be invoiced the price to replace plus a processing fee of $35
  - The total replacement cost for lost or damaged items will be added to the patron’s library account.
  - A block will be placed on the patron’s library and Banner accounts.
  - Grades, transcripts, etc., may not be released until GIL Express book is returned or replacement fee is paid.

The Asa H. Gordon Library hours for Spring Semester 2019 are:
- Monday - Thursday: 8:00 a.m. - 10:00 p.m.
- Friday: 8:00 a.m. - 5:00 p.m.
- Saturday: Closed
- Sunday: 2:00 p.m. - 10:00 p.m.

Please contact me if you have questions and I will be happy to assist you.

Sincerely,
Janice Shipp
Library Assistant II - Interlibrary Loan
Asa H Gordon Library
Savannah State University
Phone: 912.358.4393
Email: ill@savannahstate.edu

Using Students' Voices To Improve The Library Experience

Asa H. Gordon Library
SERIOUSLY IMPRESSIVE
Overview of SSU’s ILL Service Workshop

- Savannah State University’s ILL Services
  - ILL Borrowing
  - ILL Lending
  - GIL Express
    - Hands on training session
      - Attendees submit a request
Share Your Institution’s Approach

https://pixabay.com/illustrations/group-discussion-human-personal-1962592/
THANK YOU!

Asa H. Gordon Library ILL
Email: ill@savannahstate.edu

Janice Shipp
shippj@savannahstate.edu
Phone: 912.358.4339

Patrick Morgan
morganp@savannahstate.edu
Phone: 912.358.4332

https://www.savannahstate.edu/places/images/asa-h-gordon-library.jpg