From the Reference Desk

Most INFORM patrons know that you can return copies of table of contents and request information on articles through interoffice mail. You also can request those same articles via e-mail. Just send an e-mail to INFORM at islinformationline@ilsos.net with your request, including the following information:

- name of the journal,
- publication information (month or week, volume number, etc.),
- specific information about the article (title, author and page numbers) and, most important,
- your INFORM number.

The INFORM staff will take it from there.

To request materials or find answers to your questions, please contact:

- Reference phone • 217-782-7596
- Reference fax • 217-524-0041
- Map Collection • 217-782-5823
- Patent & Trademark Division • 217-782-5659

“Ask the State Library”
www.cyberdriveillinois.com/library/forms/email_ref.html

Access the State Library database at http://library.ilcso.illinois.edu/isl

Illinois State Library hours:
Mon. – Fri., 8 a.m. – 4:30 p.m.

We look forward to hearing from you!

Accessing LexisNexis

The State Library is pleased to offer its registered borrowers remote access (access from outside the library) to several LexisNexis databases. These databases are restricted to persons with a valid library card from the State Library and require authentication by entering a 14-digit library card number.

LexisNexis is one of the premier publishers of research collections and reference solutions for libraries worldwide. LexisNexis databases available remotely to registered borrowers of the Illinois State Library via the Web site below include:

**LexisNexis Congressional**
Perhaps the most comprehensive online resource available for Congressional information, including member biographies, committee assignments, voting records, financial data and the full-text of key regulatory and statutory resources.

**LexisNexis Current Issues**
Provides easy access to a growing collection of more than 9,300 authoritative, full-text documents on hundreds of current issues from diverse organizations, including advocacy groups, private think tanks, government agencies, university research centers and international organizations.

**LexisNexis State Capital**
Provides access to documents from all 50 state capitals from desktops campus-wide, including bills, laws, constitutions, regulations, legislature membership and newspapers.

**LexisNexis Statistical**
Offers easy access to statistics from the U.S. government, major international intergovernmental organizations, professional and trade organizations, commercial publishers, independent research organizations, state government agencies and universities.

To access LexisNexis databases, visit: http://ilcso.illinois.edu/login/module/login.cgi?properties=ln&secure_page=ln. Once connected, enter your 14-digit library card number to begin a search session. For questions regarding remote access to LexisNexis databases, call the State Library at 217-782-7596.
Borrowing through ILLINET Online

When searching ILLINET Online — the online catalogue of the Illinois State Library and 55 other academic and special libraries around the state — you may find materials that you need from one of the other libraries that are not available at the State Library. By using your State Library card number, you may request materials from any one of the other 55 libraries in the system and have the materials sent directly to the State Library or to your state office.

How to request materials

1 — Locate the material you want on ILLINET Online.
2 — Go to the top right of the screen and click on “Request.” A new screen will appear with three boxes in the center of the screen. Be sure the first one, “Select Your Home Library,” says “Illinois State Library.” Just below that is the box to enter your 14-digit State Library card number, and the last box is where you enter your last name.
3 — Click “Ok.”
4 — A new screen will appear with a number of boxes. Move to the “Library Borrower ID” box and reenter your 14-digit Illinois State Library card number.
5 — Click the “Submit Request” button at the bottom of the form to process your request.

If you would like to check the status of the item you ordered, click on “My Account.” You may use the “My Account” feature to see what materials you have checked out, renew materials, personalize your search preferences and confirm your address information.

The advantage of using ILLINET Online is that you can request materials from any computer with Internet access at any time of day, seven days a week.

To access ILLINET Online, visit:

www.cyberdriveillinois.com/departments/library/home.html (click “Search Library Catalog,” “ILLINET Online” and the link under “Accessing ILLINET Online”). If you have any questions, please contact the Reference staff, who will be happy to walk you through the process.

Now On Display

Each month on the State’s Library’s second-floor central bridge overlooking the atrium, the Reference staff showcases an area of interest with an exhibit.

- March — Aerial photography collection. The State Library boasts more than 27,000 aerial photographs of Illinois from 1988 through 1998, and provides access to books and other resources that help identify and interpret aerial photography. The display is being held in conjunction with the meeting of the focus group for the Institute of Museum and Library Services Grant to provide Internet access to historic Illinois aerial photographs.
- April — Preserving print materials and repairing books.
- May — Gardening in Illinois, including flower and vegetable gardening.
- June — Milk production in Illinois.

Find it on the Web

www.irs.gov/ — At the Internal Revenue Service’s Web site you will find information on filing your federal taxes, downloadable tax forms, publications and tax tips as well as information on tax professionals, press releases and statistical information. Illinois ranked fifth, behind California, Texas, Florida and New York, for the 2002 tax period in filing taxes electronically.

www.nih.gov/ — With health concerns on the minds of many today, the National Institutes of Health site can be very helpful. The NIH initiates research into medical and behavioral health for the United States. The organization is part of the federal Department of Health and Human Services. Information on cancer, AIDS, weight loss and dieting, and a plethora of other health-related information is available at the Health link. The News link provides access to recent news releases on studies from the NIH. Information on specific institutes and centers, including trials, reports and general information, also is available.

Illinois State Library
Reference Section
300 S. Second St. • 2nd floor
Springfield, IL 62756
217-782-7596 (phone) • 217-524-0041 (fax)

“Ask the State Library” Ready Reference:

Library card expired?

If you are an Illinois state employee and your State Library card has been lost or has expired, call the Circulation Desk and the staff can assist you over the phone.

217-782-7573

Printed by authority of the State of Illinois. 340 — March 2004