
Stockton Request Forms (For delivery to the Stockton Center)

Linked from: [Library Home Page](#) ---> [Services](#) ---> [Stockton Library Services](#)

Items will be available for pick-up at the Stockton Library Access Center (Acacia 1049).

Materials from Main Library

Use for books and journals listed as available in the **Library Catalog**.
Requested items should be available in Stockton in 1-2 business days.

Materials not owned by the Library

Interlibrary Loan: If you have a citation to an article or a book, and the title of the book or journal isn't listed as available in the Library Catalog or Link+, you can request a copy via Interlibrary Loan.

Getting the Text of an Item Listed in a Citation

Electronic Journals at CSU Stanislaus

1. Go to the list of Electronic Journals (under Library home page – Journal Articles)
2. Search for the title of the journal (not the article!).
3. Check to see if desired journal (and volume/year) is available.
4. Search appropriate service for your article (e.g. author or title of the article).

Books and Print Academic Journals held by the Library (Library Catalog)

1. Identify the title of the book or journal (not the article!)
2. Go to the Library Catalog (Library home page - Books)
3. Change Keyword to Title (Begins with).
4. Type title of book or journal.
5. If library has the title, go to full record and look at the holdings.

Books: Check the status. If Available, you can request to have it sent to Stockton using the Request from Main Library – Book Form.

Journal articles: Check the volume/date of the article versus what the library has online, holds in print, or has in microfilm. Journal articles in print or microfilm can be sent to Stockton via the Request from Main Library – Article Form.

Interlibrary Loan

If library does not have the item online or in print, submit a request via Interlibrary Loan (linked on the Stockton Library Services Page).

There is no charge for Interlibrary Loan. Most articles are available online in 2-4 days.
Most books will be delivered in 4-7 days.

The first time you use Interlibrary Loan, you will need to register. If you prefer to pick up books in Stockton (instead of coming to Turlock), be sure you note the correct delivery location while registering.



Getting the Full Text of Articles from a Database

Look for a “Full Text” link:

These links indicate the full text is immediately available in the database.



HTML Full Text



PDF Full Text



Linked Full Text

If no “Full Text” link - look for a Find It! button - -

Find It! will search the library’s holdings for that article and provide a menu with links to the appropriate library subscription and/or service.

Find It!

Article Title: Probation and Parole Supervision: A Review of Current Classification Practices.
Author: Clear yr: 1985

Source: *Crime and delinquency*
 [ISSN: 0011-1287]
 vol: 31 iss: 3 pg: 423

Note year, volume/issue, and pages of desired article.

Find It! menu will present one or more of the following options:



Full text available via (name of library subscription)

Indicates the full-text should be available via another online library subscription.

- 1) Note year, volume, issue and pages of article.
- 2) Click name of the service to open a new window displaying the new database.
- 3) Click appropriate links in new window to access the full-text (often PDF) of the article.



This article is available in the University Library (listed in the Library Catalog)

Indicates the full-text may be available in the library’s print or microfilm collections.

- 1) Click link to search library catalog.
- 2) In the appropriate record, look at the holdings.
- 3) If desired volume/year is available, use the “Request from Main Library” form on the Stockton Library Services page.

<i>Location</i>	Periodicals Collection (Turlock)
<i>Holdings</i>	v.43:no.1 (JAN 1997)- v.52:no.4 (OCT 2006)
<i>SUPPLS</i>	Microfilm: v.6(1960)-v.48(2002)

Library holds volume 43 to 52 of this journal in print, and 6 to 48 in

Request a copy of this article (Interlibrary Loan)

Indicates the item is not part of the library’s permanent collection.
 The link will open an Interlibrary Loan request (see above).

