

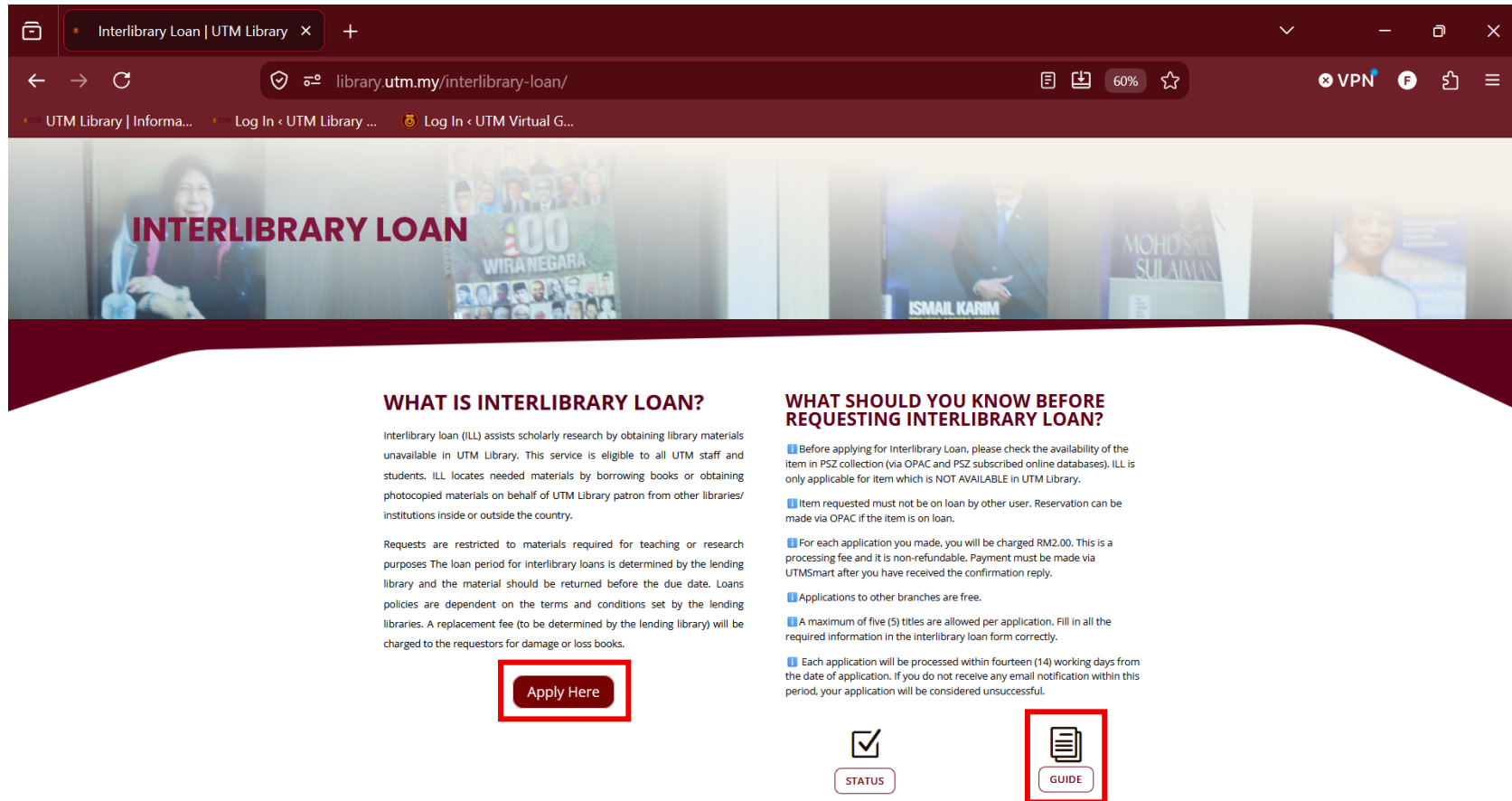
HOW TO APPLY INTERLIBRARY LOAN SERVICE?

- 1) Visit UTM Library website (**library.utm.my**)
- 2) Go to **“Services”** tab and click on the Interlibrary Loan in the dropdown menu

The screenshot shows the UTM Library website interface. The browser address bar displays 'library.utm.my'. The website header includes the UTM logo, 'LIBRARY Information Excellence', and navigation links: 'Ongoing Survey', 'Off Campus Login', 'Library Service System', and 'User Profiling System'. The main navigation bar features links: 'Home', 'About Us', 'Membership', 'Services', 'Collections', 'E-Resources', 'Research', 'UTM Top Scientists', 'Contact Us', and 'FAQs'. The 'Services' dropdown menu is open, listing: 'Borrowing, Returning, Reserving & Renewing', 'Loan Periods & Fines', 'Opening Hours', 'Librarian by Appointment', 'Interlibrary Loan' (highlighted with a red box), and 'User Education Program'. The background banner for 'UTM JOHOR BAHRU LIBRARY' displays 'Operation Hours' from 20 JULY 2026 to 11 OCTOBER 2026. It also lists two libraries: 'Perpustakaan Sultanah Zanariah (PSZJB)' and 'Perpustakaan Raja Zarith Sofiah (PRZSJB)', each with its opening hours. A 'Let's Chat!' chatbot icon is visible in the bottom right corner.

Library	Opening Hours
Perpustakaan Sultanah Zanariah (PSZJB)	Monday - Friday: 8:00AM - 6:00PM Saturday - Sunday: Closed Public Holiday: Closed
Perpustakaan Raja Zarith Sofiah (PRZSJB)	Monday - Friday: 8:00AM - 6:00PM Saturday - Sunday: Closed Public Holiday: Closed

- 3) At the Interlibrary Loan page, click on **“Apply Here”** button
- 4) For guidelines, click on **“Guide”** button



Interlibrary Loan | UTM Library

library.utm.my/interlibrary-loan/

INTERLIBRARY LOAN

WHAT IS INTERLIBRARY LOAN?

Interlibrary loan (ILL) assists scholarly research by obtaining library materials unavailable in UTM Library. This service is eligible to all UTM staff and students. ILL locates needed materials by borrowing books or obtaining photocopied materials on behalf of UTM Library patron from other libraries/institutions inside or outside the country.

Requests are restricted to materials required for teaching or research purposes. The loan period for interlibrary loans is determined by the lending library and the material should be returned before the due date. Loans policies are dependent on the terms and conditions set by the lending libraries. A replacement fee (to be determined by the lending library) will be charged to the requestors for damage or loss books.

[Apply Here](#)

WHAT SHOULD YOU KNOW BEFORE REQUESTING INTERLIBRARY LOAN?

- Before applying for Interlibrary Loan, please check the availability of the item in PSZ collection (via OPAC and PSZ subscribed online databases). ILL is only applicable for item which is NOT AVAILABLE in UTM Library.
- Item requested must not be on loan by other user. Reservation can be made via OPAC if the item is on loan.
- For each application you made, you will be charged RM2.00. This is a processing fee and it is non-refundable. Payment must be made via UTMSmart after you have received the confirmation reply.
- Applications to other branches are free.
- A maximum of five (5) titles are allowed per application. Fill in all the required information in the interlibrary loan form correctly.
- Each application will be processed within fourteen (14) working days from the date of application. If you do not receive any email notification within this period, your application will be considered unsuccessful.

[STATUS](#) [GUIDE](#)

5) Login with your UTMID

libeis.utm.my/libmgtdev/frontend/web/site/login

Apps Kerja Other bookmarks

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test.user

UTM Library Management System

© UTMLIB-MGT 2020 [Prototype]

6) On **Application** tab, click **New**

libeis.utm.my/libmgtddev/frontend/web/ill/illmenu/index

Apps Kerja

Other bookmarks

test.user

You are here : > ILL Application > Main

ILL Menu

- Home
- Application
- New**
- List
- Profile

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What Should You Know Before Applying Interlibrary Loan

- Before applying for Interlibrary Loan, please check the availability of the item in PSZ collection (via OPAC and PSZ subscribed online databases). ILL is only applicable for item which is NOT AVAILABLE in UTM Library
- Item requested must not be on loan by other user. Reservation can be made via OPAC if the item is on loan.
- For each application you made, you will be charged RM2.00. This is a processing fee and it is non-refundable. Payment must be made at the Circulation Counter, PSZ after you have received the confirmation reply.
- Applications to PSZKL and UTM Razak School are free.
- A maximum of five (5) titles are allowed per application. Fill in all the required information in the interlibrary loan form correctly.

- 7) Fill up the form and click **Save** button
* is a mandatory field

libeis.utm.my/libmgtdev/frontend/web/ill/illpermohonan/create

Apps Kerja

Other bookmarks

 **UTM** UNIVERSITI TEKNOLOGI MALAYSIA
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test user

Campus *

Johor Bahru

Type *

☒ Book ☐ Journal *

Title *

Fundamental mechanics of fluids

Author *

Iain G Currie

Year of publication *

2000

Publisher

ISBN

© UTMLIB-MGT 2020 [Prototype]

Edition

Pickup Library *

PSZ JB

Additional Info

Save **Cancel**

8) To edit the requested material details, click on **Book Details** & click **Update Button**. If not, click **Agree to Submit**

The screenshot shows a web application for Universiti Teknologi Malaysia (UTM). The header includes the UTM logo and name, with the tagline "innovative • entrepreneurial • global". A user profile "test.user" is logged in. A breadcrumb trail indicates the current location: "You are here : > ILL Application > Application List > View : Fundamental mechanics of fluids".

On the left, there is an "ILL Menu" with options: Home, Application, and Profile. The "Application" option is highlighted with a right arrow.

The main content area displays "Book Details" for a specific book. The details are as follows:

ID	15
Type	Book
Title	Fundamental mechanics of fluids
Author	Iain G Currie
Year of publication	2000
Publisher	
ISBN	
Edition	
Pickup Library	PSZ JB
Additional Info	

At the bottom of the details section, there are three buttons: "Back to my list", "Update", and "Agree to submit". The "Update" and "Agree to submit" buttons are highlighted with a red rectangle.

The URL in the address bar is: <https://libeis.utm.my/libmgtdev/frontend/web/ill/illpermohonan/view?id=15>

9) You have completed your ILL request

The screenshot shows a web browser window with the URL `libeis.utm.my/libmgtdev/frontend/web/ill/illpermohonan/view?id=15`. The page header features the UTM logo and the text "UNIVERSITI TEKNOLOGI MALAYSIA innovative • entrepreneurial • global". The user is logged in as "test.user". A breadcrumb trail indicates the current location: "You are here : > ILL Application > Application List > View : Fundamental mechanics of fluids". On the left, an "ILL Menu" contains links for Home, Application (active), and Profile. The main content area displays "Requester Details" for request ID 15, including the date request (2021-02-25), requester name (test.user), category (STAFF), organization (UNIVERSITI TEKNOLOGI MALAYSIA), department (PERPUSTAKAAN UTM), email (test.user@graduate.utm.my), and campus (Johor Bahru). At the bottom, there are two buttons: "Back to my list" and "Cancel".

libeis.utm.my/libmgtdev/frontend/web/ill/illpermohonan/view?id=15

Apps Kerja Other bookmarks

UTM UNIVERSITI TEKNOLOGI MALAYSIA innovative • entrepreneurial • global test.user

You are here : > ILL Application > Application List > View : Fundamental mechanics of fluids

ILL Menu

- Home
- Application >
- Profile

Requester Details

ID	15
Date Request	2021-02-25
Requester Name	test.user
Category	STAFF
Organization	UNIVERSITI TEKNOLOGI MALAYSIA
Department	PERPUSTAKAAN UTM
Email	test.user@graduate.utm.my
Campus	Johor Bahru

Back to my list Cancel