

1. Start at Interlibrary Loan Page [http://sapl.sat.lib.tx.us/screens/illhome\\_new.html](http://sapl.sat.lib.tx.us/screens/illhome_new.html)
2. After reading the Important Information, click I Agree

**IMPORTANT INFORMATION**

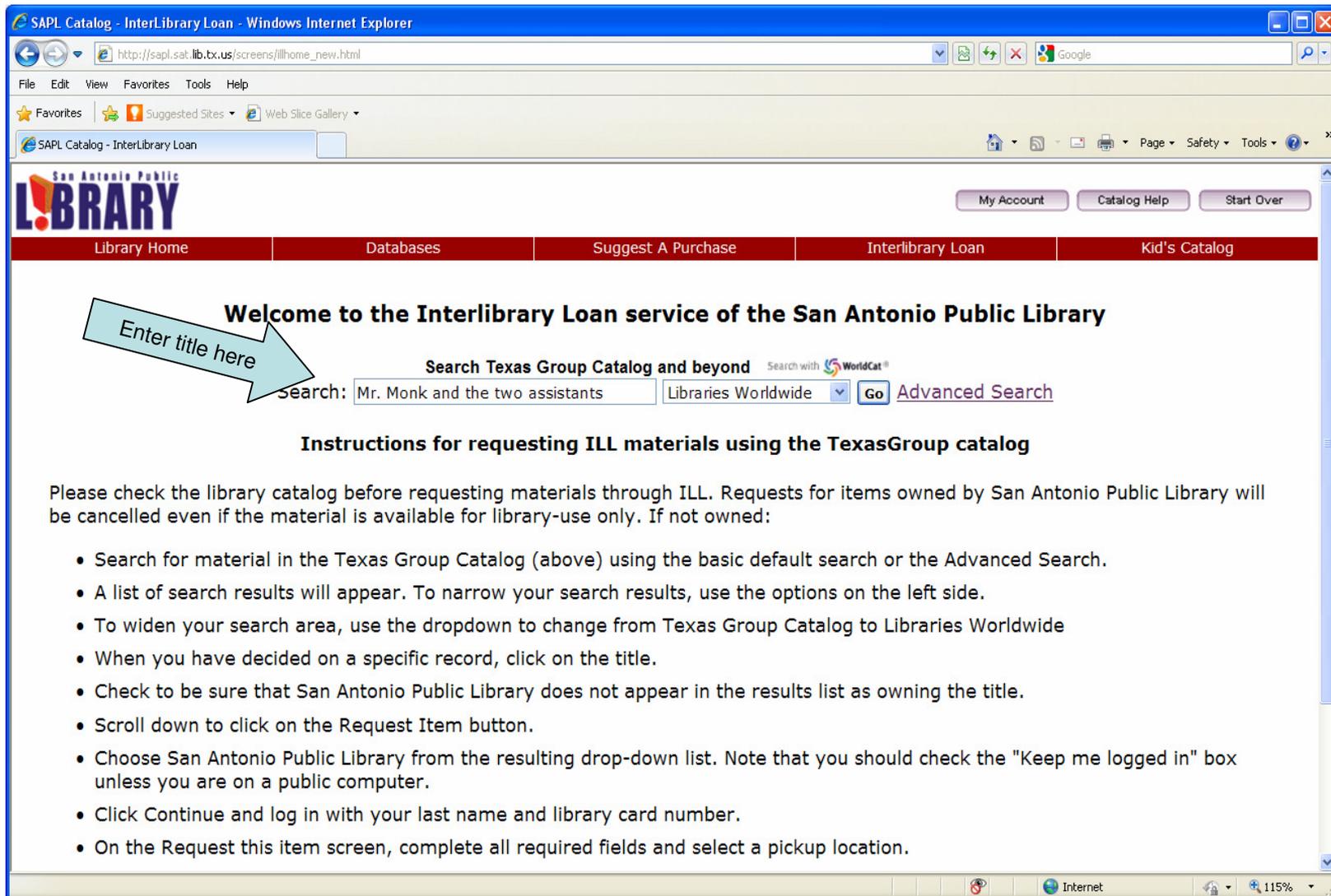
Please take a moment to read this before proceeding with your request

As of December 1, 2011, a new system is in place to request Interlibrary Loan material. Key changes include:

- The maximum number of active interlibrary loan requests is 10.
- Interlibrary loan items are subject to standard San Antonio Public Library fines and fees for overdue and lost materials. ([more](#))
- To request and checkout Interlibrary Loan items, you must have a current San Antonio Public Library card in good standing.
- Check out period is 3 weeks with no renewals.

**Click**

3. Enter the title of the item you are searching for and click Go.



**Welcome to the Interlibrary Loan service of the San Antonio Public Library**

Search Texas Group Catalog and beyond Search with WorldCat®

Search:  Libraries Worldwide  [Advanced Search](#)

**Instructions for requesting ILL materials using the TexasGroup catalog**

Please check the library catalog before requesting materials through ILL. Requests for items owned by San Antonio Public Library will be cancelled even if the material is available for library-use only. If not owned:

- Search for material in the Texas Group Catalog (above) using the basic default search or the Advanced Search.
- A list of search results will appear. To narrow your search results, use the options on the left side.
- To widen your search area, use the dropdown to change from Texas Group Catalog to Libraries Worldwide
- When you have decided on a specific record, click on the title.
- Check to be sure that San Antonio Public Library does not appear in the results list as owning the title.
- Scroll down to click on the Request Item button.
- Choose San Antonio Public Library from the resulting drop-down list. Note that you should check the "Keep me logged in" box unless you are on a public computer.
- Click Continue and log in with your last name and library card number.
- On the Request this item screen, complete all required fields and select a pickup location.

4. Click the WorldCat Sign in link (in the upper right hand corner.)

The screenshot shows a Windows Internet Explorer browser window displaying search results for 'Mr. Monk and the two assistants' on the Texas Group Catalog WorldCat interface. The browser's address bar shows the URL: [http://texasgroup.worldcat.org/search?qt=affiliate&ai=wclocal\\_texasgroup&loc=78205&q=Mr.+Monk+and+the+two+assistants](http://texasgroup.worldcat.org/search?qt=affiliate&ai=wclocal_texasgroup&loc=78205&q=Mr.+Monk+and+the+two+assistants). The page header includes navigation links for 'Texas Group Catalog', 'Search', and 'WorldCat', along with a 'WorldCat (Sign in)' link. A callout box with the word 'Click' and an arrow points to this 'Sign in' link. Below the header is a search bar containing the text 'Mr. Monk and the two assistants' and a 'Search' button. The search results are limited to 'Libraries Worldwide' and show 'Results 1-10 of about 119 (4.83 seconds)'. A 'Format' sidebar on the left lists various media types, with 'All Formats (119)' selected. The main results area displays two entries: 1. 'Mr. Monk and the two assistants : a novel' by Lee Goldberg, a book published by New American Library in 2007. 2. 'Mr. Monk and the two assistants' by Lee Goldberg, a large print book published by WorldCat.org. The browser's status bar at the bottom shows 'Done' and 'Internet'.

5. To sign in, enter your username and password; click Continue.

The screenshot shows a Windows Internet Explorer browser window displaying search results for 'Mr. Monk and the two assistants' on the Texas Group Catalog. The search results page includes a search bar with the query 'Mr. Monk and the two assistants', a search button, and a list of search results. A sign-in dialog box is overlaid on the page, prompting the user to enter their username and password. The dialog box contains a warning message: 'Please sign in to WorldCat. Don't have an account? You can easily create a free account.' Below the message are input fields for 'User Name:' and 'Password:', a checkbox for 'Remember me on this computer', and buttons for 'Continue', 'Cancel', and 'Forgot your password?'. A large blue arrow points from the 'Sign In' text to the 'Continue' button in the dialog box.

Results for 'Mr. Monk and the two assistants' [Texas Group Catalog] - Windows Internet Explorer

http://texasgroup.worldcat.org/search?qt=affiliate&ai=wlocal\_texasgroup&loc=78205&q=Mr.+Monk+and+the+two+as...

File Edit View Favorites Tools Help

Results for 'Mr. Monk and the two assistants' [Texas ...]

Texas Group Catalog Search WorldCat WorldCat (Sign in)

Mr. Monk and the two assistants Search

Libraries to search Libraries Worldwide Advanced Search

Sign in to WorldCat.org

Please sign in to WorldCat  
Don't have an account? You can easily [create a free account](#).

User Name: Password:

Remember me on this computer

Continue Cancel Forgot your password?

Search results for 'Mr. Monk and the t

Format

- Peer-reviewed (80)
- Downloadable article (4)
- Chapter (1)
- Book (11)
  - Large print (3)
  - eBook (1)
- Video (10)
  - Film (6)
  - DVD (5)
- Audiobook (4)
  - eAudiobook (3)
  - CD (1)

Mr. Monk and the two assistants

Publisher: New York : New American Library, ©2007.  
Database: WorldCat.org  
Libraries that own this item: [Texas Group Catalog](#)

Editions and formats »

2. Mr. Monk and the two assistants by Lee Goldberg

Large print book : Fiction  
Language: English  
Publisher: Westerville, Ohio : The Greyhound Press, [Dist. by: Folio], October 2007

Done Internet 115%

6. Select an item, Go to Save to (above the items listed), choose a list from the drop down menu and then click Save.

The screenshot shows a Windows Internet Explorer browser window displaying search results for 'Mr. Monk and the Two Assistants' on the Texas Group Catalog website. The search results are limited to 'Libraries Worldwide' and show three items. The first item is selected, and the 'Save to' dropdown menu is open, showing options like 'New List', 'Dad's Movies', and 'Lord of The Rings'. A blue arrow points to the first result with the text 'Select an item', and another blue arrow points to the 'Save' button with the text 'Click'.

Results for 'Mr. Monk and the Two Assistants' limited to Libraries Worldwide

Format: All Formats (17)

Results 1-10 of about 120 (14 seconds)

Save to: [New List] Save

1. **MONK** Mr. Monk and the two assistants by Lee Goldberg  
Book  
Language: English  
Publisher: New York : New American Library, ©2007.  
Database: WorldCat.org  
Libraries that own this item: Texas Group Catalog

2. **MONK** Mr. Monk and the two assistants by Lee Goldberg  
Large print book : Fiction  
Language: English  
Publisher: Waterville, Me. : Thorndike Press ; [Bath, England] : Chivers, 2007.  
Database: WorldCat.org  
Libraries that own this item: Texas Group Catalog

3. **MONK** Mr. Monk and the two assistants : a novel by Lee Goldberg  
Book : Fiction  
Language: English  
Publisher: New York : Obsidian, [2008]  
Database: WorldCat.org  
Libraries that own this item: Texas Group Catalog

7. To create a new list, Type a name for your list, then select public or private for your list privacy, click Create New List, then click Save

The screenshot shows the 'Create a new list' page on WorldCat.org. The page title is 'Create a new list [WorldCat.org] - Windows Internet Explorer'. The browser address bar shows the URL: [http://texasgroup.worldcat.org/webservices/root/process/lists?listAjax=item\\_detailed&target=new&add\\_to\\_list=Save&il](http://texasgroup.worldcat.org/webservices/root/process/lists?listAjax=item_detailed&target=new&add_to_list=Save&il). The page header includes navigation links for 'Texas Group Catalog', 'Search', 'WorldCat', and 'My WorldCat', along with a 'Blancasil (Sign Out)' link. A search bar is present with a 'Search' button and a dropdown menu for 'Libraries to search' set to 'Libraries Worldwide'. The main heading is 'Create New List'. Below this, a sub-heading reads: 'Start a new list of items you can track, share with friends and view or export as bibliographic citations.' The 'List Name:' field contains the text 'To Read'. The 'List Privacy:' section has two radio button options: 'Viewable by Anyone (Public)' and 'Viewable Only by Me (Private)'. The 'Viewable Only by Me (Private)' option is selected. A 'Create New List' button is located below the privacy options. At the bottom of the form, there is a link: 'or, Cancel and [Go to My Lists](#)'. The footer contains links for 'You: Register | My WorldCat | My Lists | My Watchlist | My Reviews | My Tags | My Saved Searches', 'WorldCat: Home | About | Help | Get E-mail Updates | Feedback | Search', and 'Legal: Copyright © 2001-2012 OCLC. All rights reserved. | Privacy Policy | Terms and Conditions'. A final line of text states: 'WorldCat is the world's largest library catalog, helping you find library materials online.' Three callout boxes are overlaid on the page: '1. Type in name' points to the 'List Name:' field, '2. Select option' points to the 'List Privacy:' radio buttons, and '3. Click' points to the 'Create New List' button.

8. The selected item has been added to your list. Click Sign Out.

The screenshot shows a Mozilla Firefox browser window with the URL [http://texasgroup.worldcat.org/search?qt=affiliate&ai=wlocal\\_texasgroup&q=Mr.+Monk+and+the+two+Assistants&scope=0&oldscope=0&=Go](http://texasgroup.worldcat.org/search?qt=affiliate&ai=wlocal_texasgroup&q=Mr.+Monk+and+the+two+Assistants&scope=0&oldscope=0&=Go). The page header includes navigation links for 'Texas Group Catalog', 'Search', 'WorldCat', and 'My WorldCat', along with a 'Blancasil (Sign Out)' link. The search bar contains 'Mr. Monk and the two Assistants'. Below the search bar, there are options for 'Libraries to search' (Libraries Worldwide) and 'Advanced Search'. The search results are limited to 'Libraries Worldwide' and show 'Results 1-10 of about 120 (.28 seconds)'. A green notification box with a checkmark icon states 'Selected item(s) have been added to your list.' The first search result is '1. Mr. Monk and the two assistants : a novel by Lee Goldberg', with a book cover image and details like 'Language: English', 'Publisher: New York : New American Library, ©2007.', and 'Database: WorldCat.org'. A 'Sign Out' link is located in the top right corner of the page.

Click

Item added to your list