

# ORDERING DOCUMENTS AS A ROTATION STUDENT

The Lewis Library provides a convenient way to request articles through PubMed. Below are step-by-step instructions for placing an order.

- If you need an article or book chapter that is not found in PubMed, you can submit your request using the form on the library's website at <http://library.hsc.unt.edu/forms/phtcpyreq.cfm>.
- Before submitting an order, please check to see if the library provides online access. Some citations in PubMed will be accompanied by one or more buttons that link to the full text.

The screenshot shows the PubMed search results page for the query 'Anal Biochem'. The search bar contains 'Anal Biochem' and the results are displayed in a list. The first result is '1: Anal Biochem. 2006 Feb 28; [Epub ahead of print]'. To the left of the citation, there are two buttons: 'ELSEVIER FULL-TEXT ARTICLE' and 'Lewis Library FULL TEXT'. A red arrow points to the 'Lewis Library FULL TEXT' button. Below the citation, the authors 'Capella-Peiro ME, Bossi A, Esteve-Romero J' and the affiliation 'Dipartimento Scientifico e Tecnologico, Universita degli Studi di Verona, Strada Le Grazie 15, 37134 Verona, Italy.' are listed. The top navigation bar includes 'All Databases', 'PubMed', 'Nucleotide', 'Protein', 'Genome', 'Structure', 'OMIM', 'PMC', 'Journals', and 'Books'. The left sidebar contains links for 'About Entrez', 'NCBI Toolbar', 'Text Version', 'Entrez PubMed', and 'PubMed Services'.

For items not available online, use the check boxes on the left to select items from your results list.

The screenshot shows the PubMed search results page for the query 'lasik'. The search bar contains 'lasik' and the results are displayed in a list. The first result is '1: Diaz-Douton F, Benito A, Pujol J, Arjona M, Guell JL, Artal P. Comparison of the retinal image quality with a hartmann-shack wavefront sensor and a double-pass instrument. Invest Ophthalmol Vis Sci. 2006 Apr;47(4):1710-6.' To the left of the citation, there is a check box. Below the citation, the authors 'Diaz-Douton F, Benito A, Pujol J, Arjona M, Guell JL, Artal P' and the journal information 'Invest Ophthalmol Vis Sci. 2006 Apr;47(4):1710-6.' are listed. The top navigation bar includes 'All Databases', 'PubMed', 'Nucleotide', 'Protein', 'Genome', 'Structure', 'OMIM', 'PMC', 'Journals', and 'Books'. The left sidebar contains links for 'About Entrez', 'NCBI Toolbar', 'Text Version', 'Entrez PubMed', and 'PubMed Services'. A red arrow points to the 'Order' button in the 'Send to' dropdown menu.

Then select "Order" from the "Send to" drop-down menu. You will be taken to the Loansome Doc login screen.

- Log in using the following e-mail address and password:

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- Read the Copyright Compliance statement and check the box.
- Click the “Continue” button, then review your order.
- After making any changes needed, click the “Send Order” button.

Using this Loansome Doc account, the Lewis Library staff looks forward to providing fast, efficient service for your medical literature needs. If you have questions about the ordering process, please contact the Interlibrary Loan office at 817-735-2491 or [illemail@hsc.unt.edu](mailto:illemail@hsc.unt.edu). If you need help finding medical literature on a topic, contact the Reference Office at 817-735-2070 or use the [Ask-a-Librarian form](#) on the library website (<http://library.hsc.unt.edu>).