

## Terms Commonly Used in Resource Sharing

The following terms are commonly used in resource sharing in Rhode Island. The terms were defined during the course of the work of the Library Board of Rhode Island Committee charged with preparing new LORI Standards in 2014.

**Association of Rhode Island Health Sciences Libraries (ARIHSL)** – an organization representing hospital libraries and academic libraries supporting health sciences programs. Its purpose is to promote resource sharing and information exchange and to represent the interests of the Rhode Island health science library community. Most ARIHSL members contribute their bibliographic records to the HELIN shared catalog.

**Business Days** – days on which the library is open for service, excluding Saturdays, Sundays or holidays.

**Confidentiality** – Rhode Island General Law 11-18-32 states that it is unlawful to reveal, transmit, publish or disseminate in any manner any records that would identify the names and addresses of individuals with the titles or nature of items borrowed from any library. All records of such transactions shall be maintained as confidential.

**Consortium** – a group of institutions who have a cooperative arrangement for the purpose of engaging in a joint venture. RI library consortia include HELIN, Ocean State Libraries and the Rhode Island Library Information Network for Kids (RILINK).

**Consortium of Rhode Island Academic and Research Libraries (CRIARL)** – a voluntary, not-for-profit organization of academic and research libraries whose purpose is to promote access, collaboration and communication among its members in order to advance scholarly research and promote cooperation among its members in strengthening library services and resources available to the academic and research community of Rhode Island.

**Due Date** – the date by which the patron must return borrowed materials. See also Loan Period.

**eResources** – materials available in a digital format and accessed with a computer or mobile device. They may either be accessed remotely via the Internet or locally. They may include ejournals, ebooks, databases, images and streaming media. Access to eResources from any library may be limited due to licensing restrictions. eResources are also called electronic resources.

**eZone** – an Ocean State Libraries (OSL) proprietary website for accessing ebooks and other digital content supplied by OSL members through a contract with Overdrive. The digital content is available to OSL cardholders.

**Fair Use** – the ways in which copyrighted works may be used without infringement. For more information, see Title 17 of the United States Code § 107. Limitations on exclusive rights: Fair

use. For a description of how Fair Use is applied, see Copyright Fair Use on the Office of Copyright's website.

**HELIN (Higher Education Library Information Network)** – a consortium of academic, special, hospital and state libraries that share materials, services and electronic resources.

**Interlibrary Loan (ILL)** – a service whereby a patron of one library can borrow materials or receive copies of documents that are owned by another library. The patron makes a request to their local library which acts as an intermediary to identify owners of the desired item, places the request, receives the item, makes it available to the patron and arranges for its return. The supplying library sets the due date for the material borrowed. Libraries may in some instances place conditions for use on the loaned material in accordance with approved library policies.

**Library of Rhode Island (LORI)** – a multi-type statewide library network administered by the Office of Library and Information Services to foster and facilitate collaboration among member libraries. As part of LORI Certification, which is administered by OLIS, LORI member libraries agree to comply with LORI Standards, share resources and fulfill interlibrary loan requests with all other LORI member libraries.

**Loan Period** – the circulation period for loaned materials, inclusive of delivery time.

**LORI Liaison** – the library staff member appointed by the library director to serve as the primary resource sharing contact between the library and OLIS.

**National Information Standards Organization (NISO)** – an organization accredited by the American National Standards Institute to develop and promote technical standards for library, publishing, and information services. Z39.63, Interlibrary Loan Data Elements, is the NISO standard that covers ILL transactions.

**Non-returnables** – materials that the patron does not need to return. Examples include photocopies, electronic documents, print copies from microfilm or fiche, and faxes.

**OCLC** – an international nonprofit library cooperative providing research, programs and services that help libraries share knowledge and the work of organizing it. The name refers to the former title of the organization which was the Online Computer Library Center.

**Ocean State Libraries (OSL)** – a consortium of all RI public libraries that share materials, services and electronic resources.

**Office of Library and Information Services (OLIS)** – the state library agency for Rhode Island. The Chief of Library Services server as the director of OLIS.

**OLIS ILL Clearinghouse** – an out-of-state borrowing service facilitated by OLIS on behalf of LORI libraries when libraries have exhausted the in-state resources and lack access to any

regional and national resource sharing network. When a request is made by the library, the OLIS ILL Clearinghouse advances the request to OCLC. The material is shipped directly to the LORI library.

**OLIS-LORI Delivery** – the library delivery service that transports materials between LORI member libraries. This contracted service is managed and paid for by OLIS. The LORI Network provides interlibrary delivery of materials for libraries/library outlets across three consortia as well as to numerous independent libraries.

**Patron** – an individual registered with a library; also called user, client, customer, end user, and library user, but does not include library staff.

**Patron Initiated Request** – requests submitted by patrons from a catalog. Such requests require no library staff intervention and are typically transmitted directly to a potential library lender. Also referred to as direct request, it is typically submitted from a catalog record enhanced with a request feature.

**Requesting Library** – the library that initiates an interlibrary loan request on behalf of a patron. Other synonymous terms include borrowing library.

**Resource Sharing** – a variety of library or consortia activities designed to improve library services and/or reduce costs. Interlibrary loan and patron initiated request are two examples of resource sharing.

**Returnables** – materials that the supplier/supplying library expects to have returned. Examples of returnables include books, dissertations, microfilm reels, sound recordings and audiovisual materials.

**Rhode Island Library Information Network for Kids (RILINK)** – a consortium of K-12 school libraries that share materials, services and electronic resources.

**Supplying Library** – the library that fills an interlibrary loan request by either loaning the item or supplying a copy of the item. Also called loaning library and lender.

**Verification** – the process by which a library determines the accuracy of bibliographic information.