ALTR HOW TO: IDENTIFY ELIGIBLE BOOKS IN HATHITRUST DIGITAL LIBRARY

Before requesting a book through ALTR, you should first verify that the book is eligible.

1. Go to http://www.hathitrust.org/.
2. Click Login.

3. Select “University of Maryland, College Park” from the drop-down menu.
4. Sign in with your UMD directory ID and password when prompted.

5. Once sign in is complete, navigate to the advanced full-text search.
   a. Click Full Text tab.
   b. Click Advanced Full Text Search.

6. Select “Held by University of Maryland, College Park” option.
   a. This is a very important step! Only items held by UMCP are eligible for ALTR.
7. Add other keywords or search parameters, then click Search.
8. Two types of items may show as search results:
   a. The full-text of "Limited (search-only)" items can be requested via ALTR.
   b. The full-text of items published before 1923 should be available for immediate viewing.

9. Once you identify an item that you wish to request via ALTR, click on the Catalog Record.
   a. Copy the link from the browser’s address bar. You need it to place your ALTR request!