

How to request a document via Nilde platform for Document Delivery

The Service provides users with copies of journal articles or book chapters delivered by libraries that are apart of the NILDE network, on the basis of reciprocity principle and in compliance with the Italian laws on copyright (L. 22-04-1941, n. 633 and L. 18-08-2000, n.248).

Users may forward a request for documents after creating an account on the Nilde platform at this URL: <https://nilde.bo.cnr.it>.

GUIDELINES FOR USER'S REGISTRATION

Registration is available selecting **Accesso** [Access] on NILDE homepage. Users have two options: registration via NILDE or via institutional access (IDEM-GARR).

1. All CNR employees may access the service using their SIPER credentials. Select the option "Istituzionale" (IDEM-GARR) first, then the organization "(CNR) Consiglio Nazionale delle Ricerche". Otherwise, it is possible to access using the IDEM-GARR credentials provided by the institution.
2. Research Fellows, PhD students, staff associates, students preparing their thesis, Scuola Sant'Anna affiliates, etc., may register to the service selecting the option NILDE. Alternatively, they may use the IDEM-GARR credentials provided by their institution.

Users should then select "Biblioteca CNR Area della Ricerca di Pisa" (Biblioteca) and fill in the module with their personal data, indicating their position in the field "Qualifica Dipartimento/Istituto". Finally, press "INVIO" [Enter] to complete the registration.

For more information please consult NILDE users' manual available here: <https://nildeworld.bo.cnr.it/en/kb/end-user-manual>.

N.B.: Once registration is complete, the Library will authorize the user. Notification will be sent to the email address provided.

GUIDELINES TO REQUEST DOCUMENTS

Once authorization is received by the Library, users may forward a request for journal articles or book chapters. On NILDE homepage fill in the access area ("**Accesso**") with username and password. It is recommendable to provide complete bibliographic data as to avoid mistakes in the identification of the document. The Library will receive and elaborate the requests. Documents will be delivered to the users in about 3 working days. Possible deferrals may be due to delays in the reception of the documents.

PISA CNR LIBRARY REGULATION

All users working in CNR Pisa Research Area, in their local branches, and in affiliated structures can benefit of the service. If necessary, it is possible to ask for a priority delivery in the field "Note."

Users may contact the Library via email at docdel@area.pi.cnr.it, via fax at 050-315228 or calling the numbers 050-3152122 (2120/2121)