



Università
degli Studi
della Campania
Luigi Vanvitelli

Centro di Servizio
del Sistema Bibliotecario
di Ateneo

Nilde 4.0

USER GUIDE

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*Centro di Servizio Sistema Bibliotecario di
Ateneo*

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WHY NILDE

You can use the network Nilde for the following features:

- Articles request or extracts from books not available in your department.
- Checking online the status of your request and store the references of your document requests.
- Downloading the requested document, in accordance with the applicable law on copyright.

The service is free: you can read the pages in Italian, English, French and Spanish, for using Nilde you must request an account as describe below:

USER REGISTRATION

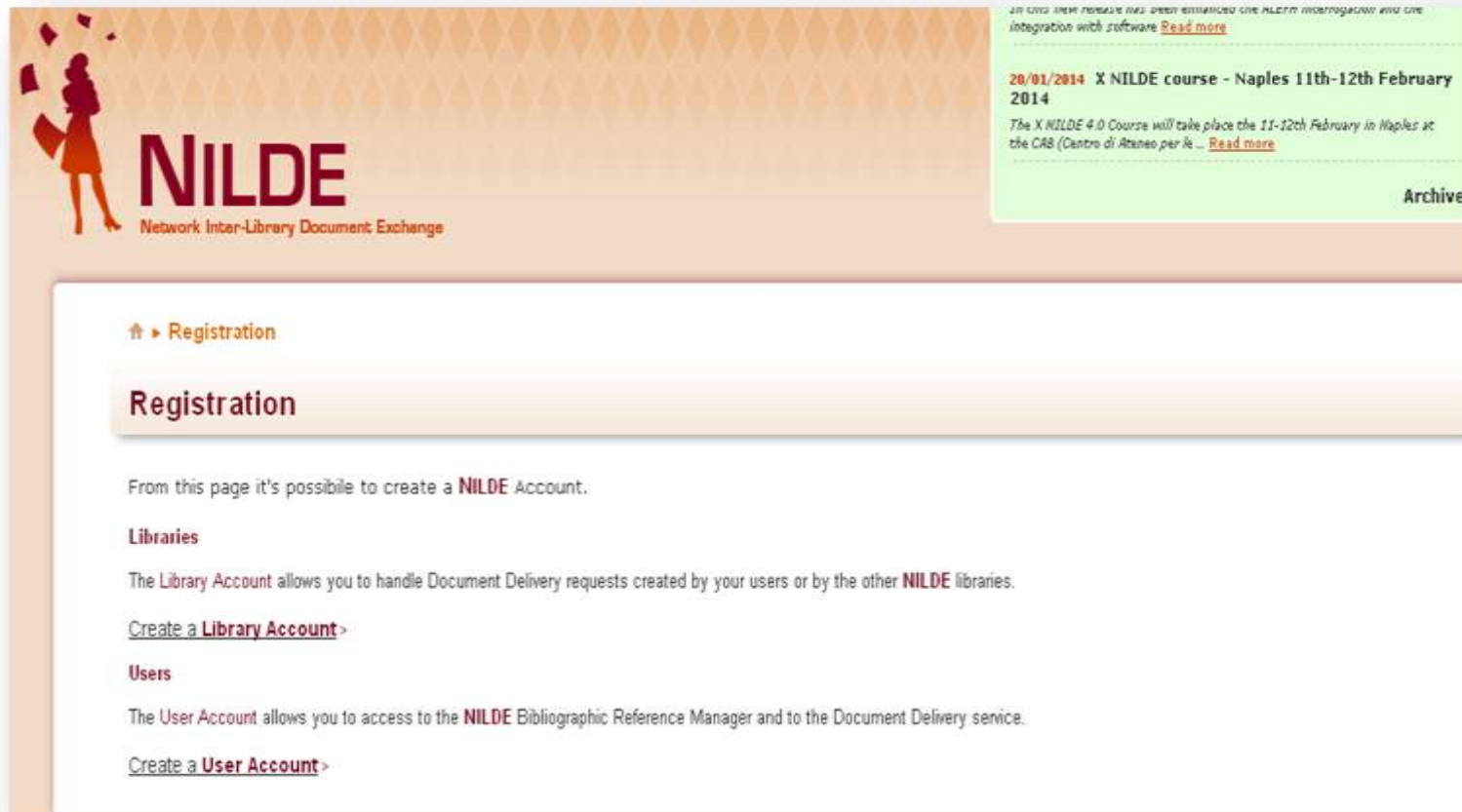
How getting started:

Enter the web address: <https://nilde.bo.cnr.it/> (using Google Chrome, Firefox or Mozilla browser)

The screenshot shows the NILDE website interface. On the left, there is a text block describing the service: "NILDE is an online service that allows libraries to request and supply documents in a reciprocal manner." Below this is a banner for "Coordinamento ACNP/NILDE ecosistemi per la ricerca" with the text "Trieste 22-23 maggio 2014". In the center, there is a section titled "Would you like to learn more about NILDE?" with links to "Learn more about NILDE" and "How to use NILDE", and buttons for "Go to NILDE World" and "Go to NILDE Blog". On the right, there is a "Login" section with radio buttons for "NILDE" and "Institutional (IDEM-GARR)", input fields for "Username" and "Password", and a "Login" button. Below the login section is a link for "Don't you have an account? Go to the registration area". At the bottom left, there is a language selection menu with flags for Italian, English, French, and Spanish. At the bottom right, there is a logo for "Biblioteca d'Area CNR Area della Ricerca di Bologna".

Select language

Click Go to the registration area



NILDE
Network Inter-Library Document Exchange

20/01/2014 X NILDE course - Naples 11th-12th February 2014
The X NILDE 4.0 Course will take place the 11-12th February in Naples at the CAS (Centro di Ateneo per la ... [Read more](#)

[Archive](#)

Registration

Registration

From this page it's possible to create a **NILDE** Account.

Libraries

The Library Account allows you to handle Document Delivery requests created by your users or by the other **NILDE** libraries.

[Create a Library Account >](#)

Users

The User Account allows you to access to the **NILDE** Bibliographic Reference Manager and to the Document Delivery service.

[Create a User Account >](#)

Choose Create a
User Account

NILDE
Network Inter-Library Document Exchange

Registration > User

User registration

Would you like register in NILDE? Have you an institutional IDEM-GARR user account?
Click the button below and follow the instructions provided.

Yes No

Select No

Registering with IDEM-GARR account is not currently available.

🏠 > Registration > User

User registration

1 2 3 4

Would you like register in NILDE? Have you an institutional IDEM-GARR user account?
Click the button below and follow the instructions provided.

Yes No

Choose a username and password

Username: *

The username must have a minimum of 5 characters

Password: *

The password must have a minimum of 8 characters

Confirm password: *

* required fields

Proseguì →

Enter your username and password and store them: it will be necessary to access the services, then click Proseguì

The screenshot shows a web interface for user registration. At the top, there is a breadcrumb trail: Home > Registration > User. Below this is a header section titled "User registration". The main content area is titled "Select your library". Under this title, there is a "Nationality:" label followed by a dropdown menu. The dropdown menu is open, showing a list of countries: Canada, Denmark, France, Germany, Greece, India (highlighted in blue), Portugal, Spain, Sweden, Switzerland, United Kingdom, and United States. To the left of the dropdown menu, there is a red asterisk and the text "* required field". Below the dropdown menu, there is a red button with a left-pointing arrow and the text "Indietro". To the right of the dropdown menu, there are two radio buttons: "Search by institution" (selected) and "Search a term". Below these radio buttons, there is a red button with a right-pointing arrow and the text "Prosegui".

Choose your nationality
from the drop down menu,
select the institution, then
select Prosegui

🏠 > Registration > User

User registration

Select your library

Nationality:

Search by province Search by institution Search a term

-
University
Public research institution
Public health institution
Other public institution
Other private institution - not for profit

* required fields

Select from the drop
down menu University
and choose Prosegui

NILDE
Network Inter-Library Document Exchange

Registration > User

User registration

Select your library

Please, fill-in all the required fields

Nationality:

Search by province Search by university

University

- Universidad Granada
- Universidad Internacional de Andalucía
- Universidad Pablo Olavide
- Universidad País Vasco
- Universidad Politécnica de Cartagena
- Universidad Politécnica de Madrid
- Universidad Pontificia de Comillas
- Universidad Pontificia de Salamanca
- Universidad Pública de Navarra
- Universidad Rey Juan Carlos
- Universidad San Pablo CEU
- Universidade da Coruña
- Universidade de Santiago de Compostela
- Universidade de Vigo
- Università degli Studi della Campania "Luigi Vanvitelli"**
- Università del Michigan
- Università del Salento
- Università di ANCONA - Università Politecnica delle Marche
- Università di AOSTA
- Università di BARI
-

* required fields

Select from the drop down
menu Università degli studi della
Campania Luigi Vanvitelli
and choose Prosegui

🏠 ▶ Registration ▶ User

User registration

Select your library

Please, fill-in all the required fields

Nationality:

Search by province

Search by institution

Search a term

The search provided 11 libraries.

- Ufficio di Biblioteca di Dipartimento Lettere e Beni Culturali
- Ufficio di Biblioteca del Dipartimento di Giurisprudenza - Università degli studi della Campania "Luigi Vanvitelli"
- Biblioteca del Dipartimento di Scienze Politiche Jean Monnet Università degli studi della Campania "Luigi Vanvitelli"
- Centro di Servizio S.B.A. - Università degli Studi della Campania "Luigi Vanvitelli"
- Ufficio di Biblioteca dei Dipartimenti di Area Medica
- Ufficio di Biblioteca dei Dipartimenti di Ingegneria - Università degli Studi della Campania
- Ufficio di Biblioteca del Dipartimento di Scienze e Tecnologie Ambientali Biologiche e Farmaceutiche
- Ufficio di Biblioteca del Dipartimento di Architettura e Disegno Industriale
- Ufficio di Biblioteca del Dipartimento di Economia - Università degli Studi della Campania "Luigi Vanvitelli"
- Ufficio di Biblioteca del Dipartimento di Matematica e Fisica
- Ufficio di Biblioteca del Dipartimento di Psicologia

* required fields

← Indietro

Prosegi →

Choose the library to which to direct your requirements and click Prosegi. You can subscribe more than one library simply repeating the same procedure

The screenshot shows a web form for user registration. At the top, there is a breadcrumb trail: Home > Registration > Users. Below this is a header bar with the title "User registration". The main content area is titled "Complete the registration with your data". The form contains several input fields, some of which are marked with a red asterisk to indicate they are required. The fields are: First Name, Last Name, E-mail address, Main phone (split into two boxes), Secondary Phone (split into two boxes), Fax (split into two boxes), Title (a dropdown menu), Department / Institute (a dropdown menu with "Without department" selected), Matriculation / Badge, Referent, Preferred language (a dropdown menu with "it" selected), Mother tongue (a dropdown menu with "it" selected), and Skype. At the bottom of the form, there is a line of text: "By submitting the registration request you accept the conditions specified in [Legal notice](#)". Below this text is a legend: "* required fields". At the very bottom, there are two buttons: "Indietro" (Back) on the left and "Prosegui" (Continue) on the right.

Enter your personal information, remember to fill in all mandatory fields (marked with asterisk) and click on **Prosegui**.

Registration is now complete. **The system will send you the confirmation e-mail. You can use your account only after the authorization of your library.**

ACCESS TO MYNILDE AND REQUIRED DOCUMENTS

The screenshot shows the NILDE website interface. At the top left is the NILDE logo with the tagline 'Network Inter-Library Document Exchange'. Below the logo is a text block describing the service: 'NILDE is an online service that allows libraries to request and supply documents in a reciprocal manner. Every Library can request and supply documents within an ever-growing network for the reciprocal exchange. It provides to the Users a tool that is powerful and easy to use for the management of bibliographic data and for the retrieval of documents.' To the right of this text are links for 'Learn more about NILDE', 'How to use NILDE', 'Go to NILDE World', 'Go to NILDE Blog', and 'Timeline: follow the NILDE's evolution!'. In the top right corner, there is a green box with news about the 'X NILDE course - Naples 11th-12th February 2014' and an 'Archive' link. The main focus is the 'Login' section, which has two radio buttons: 'NILDE' (selected) and 'Institutional (IDEM-GARR)'. Below these are input fields for 'Username' and 'Password', and a 'Login' button. A red arrow points to the 'Login' button. Below the login fields is a link for 'I can't remember my login data!' and a section for 'Don't you have an account?' with a link to the 'registration area'.

Choose Nilde, enter
username and password and
click on Login

Once logged in MyNilde, you can enter a bibliographic reference for the document you want to request

The screenshot shows the MyNilde interface. On the left, a summary box displays: "Total references: 3", "Total requests: 3", "Pending: 0 (including 0 waiting for the acceptance of Outside NILDE costs)", "Fulfilled: 3", and "Not fulfilled: 0". Above this box, it says "No selected references" and "> Enter a new reference". On the right, a table lists references with columns for checkboxes, Publication/Book title, Author, Year, and a green document icon. The table contains three rows of data. At the top right of the interface, there are buttons for "Insert new" and "Delete selection", and a search bar with "Apply" and "Remove" buttons. A red arrow points from the "Enter a new reference" link to the "Insert new" button.

	Publication/Book title	Author	Year	
<input type="checkbox"/>	Molecular and cellular biochemistry Caffeic acid phenethyl ester (CAPE) protects brain against oxidative stress and inflammation induced by diabetes in rats	Sefa Celik	2008	
<input type="checkbox"/>	Nature EZH2 inhibition as a thepeutic strategy for lymphoma	MCCabe MT	2012	
<input type="checkbox"/>	Nature EZH2 inhibition as a thepeutic strategy for lymphoma	MCCabe MT	2012	

Click one of the
two links



Select your choice. It's not allowed asking for a whole book, just part of it and not more than 15% (see copyright law)

The image shows a web form titled 'Article' with a close button in the top right corner. The form contains the following fields:

- Publication/Book title: [text input]
- Article/Section title: [text input]
- Author: [text input]
- Other authors: [text input]
- Year: [text input]
- Volume: [text input]
- Issue: [text input]
- Initial page: [text input]
- Final page: [text input]
- Abstract: [text area]
- DOI: 10. [text input]
- / [text input]
- ISSN: [text input]
- Publisher: [text input]
- Published in: [text input]
- SID: [text input]
- PMID: [text input]
- PubMed logo

Insert the references known, fill always the field for **title of the publication** and at least the combination of the following fields:

- year and initial page
- year and author
- volume and initial page
- volume and author

In case of **part of a book**, in addition to the **title of the publication** field, the possible combinations are:

- year and homepage
- author and homepage

otherwise the system will not allow the processing your request

N.B. If you do not have the necessary data you can simply fill random characters in the required fields (for the year indicate an unreliable date es. 1000).

After you have filled the fields, click the appropriate button, be careful to select your delivery conditions. **The libraries of the University provide the document delivery service exclusively in reciprocal free trade agreements.**

The screenshot shows a web form titled "Additional data" with several sections:

- Personal notes:** A large text area for user comments.
- Location notes:** Fields for "Location:", "URL:", and "File on your disk:" with a "Sfoglia..." button.
- Notes to the library:** A text area for library-specific notes.
- Cost options:** A dropdown menu with options: "I'D LIKE TO KNOW the amount BEFORE to decide", "I DONT ACCEPT additional costs", and "I ACCEPT any additional costs".
- Buttons:** "Insert" and "Insert and request".

Annotations include red arrows pointing to the "Personal notes" field, the "Sfoglia..." button, and the "Insert and request" button. A red box highlights the "Notes to the library" section.

In personal notes you can save references (the request can also be submitted in a second time)

Click Insert and request if you want to ask the article, after you have filled out the bibliographic references

No selected references
> Enter a new reference

Total references: 3
Total requests: 3
Pending: 0 (including 0 waiting for the acceptance of Outside NILDE costs)
Fulfilled: 3
Not fulfilled: 0

Display All 10 at a time 1 - 3 of 3

<input type="checkbox"/>	Book title	Author	Year	?ILL
<input type="checkbox"/>	Molecula Caffeic a oxidative	Sefa Celik	2008	
<input type="checkbox"/>	Nature EZH2 inh	MCCabe MT	2012	
<input type="checkbox"/>	Nature EZH2 inhibition as a thepeutic strategy for lymphoma	MCCabe MT	2012	

1 - 3 of 3

You can insert tags to better organize your references

On the next screen you will find a list of your requirements and their status: green for processed, red for unfilled, orange for waiting, and white for reference saved but not yet submitted.

ACCOUNT RECOVERY

You can retrieve your forgotten credentials in this way:

The screenshot shows the NILDE (Network Inter-Library Document Exchange) website. The header includes the NILDE logo and the text "Network Inter-Library Document Exchange". A navigation menu at the top right contains "In this new release has been enhanced the ALEPH interrogation and the integration with software [Read more](#)", "20/01/2014 X NILDE course - Naples 11th-12th February 2014", "The X NILDE 4.0 Course will take place the 11-12th February in Naples at the CAB (Centro di Ateneo per le... [Read more](#)", and "Archive".

The main content area is divided into three columns. The left column contains text about the service: "NILDE is an online service that allows libraries to request and supply documents in a reciprocal manner. Every **Library** can request and supply documents within an ever-growing network for the reciprocal exchange. It provides to **the Users** a tool that is powerful and easy to use for the management of bibliographic data and for the retrieval of documents."

The middle column has a heading "Would you like to learn more about NILDE ?" and links for "Learn more about NILDE", "How to use NILDE", "Go to **NILDE World**", "Go to NILDE Blog", and "Timelin".

The right column features a "Login" section with radio buttons for "NILDE" (selected) and "Institutional (IDEM-GARR)". It includes input fields for "Username" and "Password", and a "Login" button. Below the input fields is a link: "[I can't remember my login data!](#)". Underneath is the text "Don't you have an account? Go to the [registration area](#)." A red arrow points from a callout box to the "I can't remember my login data!" link.

Click I can't remember my login data

NILDE
Network Inter-Library Document Exchange

In this new release has been enhanced the ALEPH interrogation and the integration with software [Read more](#)

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Archive


Account recovery

Fill in at least one field between username and e-mail

Username

E-mail address

Enter the code you see below

 [Regenerate](#)

Fill one of the two fields: username or e-mail address (the one specified during the registration), in addition to visual code control and click Account check

You will receive an email with a link to access to a web page that provide a new password.

For further information to contact: [Centro di Servizio S.B.A centro.sba@unicampania.it](mailto:centro.sba@unicampania.it)