

EXPLORE THE BRITISH LIBRARY: How guest users and customers registered for document supply order items/copies

<http://explore.bl.uk>

Explore the British Library contains records for printed items in our collections (e.g. books, journals, conference proceedings, scores). Guest users and customer registered for document supply can order copies of much of this material.

Explore the British Library also contains records for:

- Audio items
- Print and non-print legal deposit content
- Subscribed ejournals, ebooks and databases.

These items are only available to [registered Readers](#) using the Library's PCs in our Reading Rooms.

Explore the British Library also contains records for many [resources freely available online](#), including Thesis, Archived websites, Research Datasets and a range of digital items.

How to order items/copies

You can only order photocopies of printed items in our remote supply collection.

- To restrict your search to remote supply items, select **Remote Supply** from the drop-down to the right of **Everything in this catalogue**, alongside the search box:

Note: Organisations registered with a British Library Online Account for document supply services may also order loans of items. Loans are not available to individuals.

- You can only order photocopies if you have a British Library Online Account registered for document supply services. Guest users must [register online for our document supply services](#).

Note: If you have a British Library Online Account because you are:

- A registered Reader
- Registered with our Box office
- Registered for our Management and Business Studies Portal

You must also register for a document supply account until further changes have been made.

- You may need to check our holdings before you [order an item](#). To do this you can:
 - View the overview information in the Details tab
 - View more detailed holdings information, if available.

The bibliographic record that displays in the **Details** tab includes an overview of the item's holdings:

Details | I want this | Notes & Tags | Send to ▾

Title: The Journal of general education.

Contributor: University of Iowa. ; University of Chicago.

Other Titles: Variant Title: JGE

Subjects: Education -- Periodicals ; Dewey: 370.5

Rights: Terms governing use: Current Copyright Fee: GBP4.26

Publication Details: [University Park : Pennsylvania State University Press]

Language: English

Identifier: ISSN 0021-3667; System number 010489739

Notes: Numbering peculiarities: Suspended Oct. 1953-July 1954, July-Oct. 1956, Jan. 1960-Mar. 1961. Numbering peculiarities: Vol. 9, no. 4 not published.

Creation Date: 1946

Physical Description: v. 25-27 cm.

Holdings Notes: Document Supply 4987.800000 Vol. 10, no. 4 (1957); v. 16 (1964/1965)-v. 42 (1993). General Reference Collection P.P.1224.fab. Vol. 6, no. 1 (Oct. 1951)-



Shelfmark(s): Document Supply 4987.800000 General Reference Collection P.P.1224.fab.

UIN: BLL01010489739

Links

- > Item Holdings
- > View record in Conac
- > Report Catalogue Error
- > MARC display


- Having found the record of the item you wish to order, click the **I want this** tab:

  **Childhood education** .
[Wheaton, MD, etc. : Association for Childhood Education International] [Abingdon?] : Routledge 1924


Details | **I want this** | Notes & Tags

Which of the options below can I use?

Deliver item to

 The British Library's Reading Rooms (for registered Readers only) **Go**

NB: You need to be a registered Reader in order to request items to a Reading Room.
Our website has information on [registering](#) and help with [requesting](#).

 My home or office **Go**

This option allows anyone to order copies. Copyright charges may apply.
NB: Readers wishing to order to their home or office should not log in; they should order as a guest user.
See our [Adobe PDF files](#) for help with ordering. More information on remote supply is available on our [website](#).

Feedback

Note: Currently you should not log in to Explore the British Library if you want to order a document for remote supply. Your Login details cannot yet be automatically carried across to the document supply order system; which you will log in to later in the ordering process.

- Click the **Go** button for the **Deliver item to My home or office** options to link to our Document Supply Service at <http://www.bldss.bl.uk/>

After a few seconds the **Specify Item** screen displays:

DOCUMENT SUPPLY SERVICE



New Order

Step 1: Specify Item	Step 2: Choose Delivery Options	Step 3: Choose Delivery Address	Step 4: Review
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Title Childhood education .

Publisher [Wheaton, MD, etc. : Association for Childhood Education International]

ISSN 2162-0725

Year **Volume**

Season **Part**

Month **Issue**

Day **Special Issue**

Article title words

Author name(s)

Pages

Note: You must be logged in to place an order but do not log in from this **Specify Item** screen as your items details will be lost.

- Supply more details e.g. year/volume/issues/page (**NB:** Keep a note of these) and click arrow alongside **Check Availability:**

New Order

Step 1: Specify Item	Step 2: Choose Delivery Options	Step 3: Choose Delivery Address	Step 4: Review
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Title Childhood education .

Publisher [Wheaton, MD, etc. : Association for Childhood Education International]

ISSN 2162-0725

Year **Volume**

Season **Part**

Month **Issue**

Day **Special Issue**

Article title words

Author name(s)

Pages

Next Step: Check Availability

The availability is calculated and available formats and costs are displayed on the **Choose Delivery Options** screen:

New Order

Step 1: Specify Item	Step 2: Choose Delivery Options	Step 3: Choose Delivery Address	Step 4: Review
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You will need to download [FileOpen](#), a free, simple Digital Rights Management software application, to be able to open and read encrypted documents. Please ensure you have downloaded and tested the software before ordering the document

1. Select a Delivery Format

- Encrypted Download
- Paper

Date Available

25/09/2013
25/09/2013

2. Select a Processing Speed

- Immediate Download
- 2 Hour
- 24 Hour
- Within 4 Days

3. Select the Copy Quality

Note: Not applicable for loans

- Standard
- High Quality

4. Select Additional Options

Quantity:

1

5. Review Despatch Estimate and Cost

Despatch Estimate: 25/09/2013

Cost Details

Copyright Cost	£ 27.50
Copyright VAT (20%):	£ 5.50
Service Cost:	£ 26.05
VAT (20%):	£ 5.21
Total Cost:	£ 64.26



Previous Step

Sign in to proceed



- Default options are pre-selected; amend these as you require.
- Click the arrow alongside **Sign in to proceed** at the bottom right of the screen; the **Account Login** displays:

Account Login

Please login to your online account to use this service. Please remember to log out and close your browser windows after your session. This will ensure that no-one else can access Library services using your account. See also our [Terms of use](#)

Username*

Password*

Login

[Forgotten username?](#)

[Forgotten password?](#)

[Edit account preferences](#)

Having logged in and selected the account, after a few seconds, the **Specify Item** screen re-displays.

- Currently the year/volume/issues/page etc. details you input earlier do not display: re-enter these and click the arrow alongside **Check Availability**.

The availability is re-calculated and available formats and costs are displayed on the **Choose Delivery Options** screen:

New Order

Step 1: Specify Item Step 2: **Choose Delivery Options** Step 3: Choose Delivery Address Step 4: Review

i You will need to download [FileOpen](#), a free, simple Digital Rights Management software application, to be able to open and read encrypted documents. Please ensure you have downloaded and tested the software before ordering the document

1. Select a Delivery Format **Date Available**

Encrypted Download 18/09/2013

Paper 18/09/2013

2. Select a Processing Speed **3. Select the Copy Quality** **4. Select Additional Options**

Immediate Download Note: Not applicable for loans Quantity:

2 Hour Standard

24 Hour High Quality

Within 4 Days

5. Review Despatch Estimate and Cost

Despatch Estimate: 24/09/2013

Cost Details	
Copyright Cost	£ 27.50
Copyright VAT (20%)	£ 5.50
Service Cost:	£ 10.00
VAT (20%):	£ 2.00
Total Cost:	£ 45.00

← Previous Step Next Step: Enter Delivery Details →

- Default options are pre-selected; amend these as you require; click the arrow alongside **Enter Delivery Details** at the bottom right of the screen and the **Choose Delivery Address** screen displays:

New Order

Step 1: Specify Item Step 2: Choose Delivery Options Step 3: **Choose Delivery Address** Step 4: Review

1. Select a Delivery Address From Your Address Book

Email Address

Testac@bl.uk

2. (Optional) Specify a Different Address For This Item

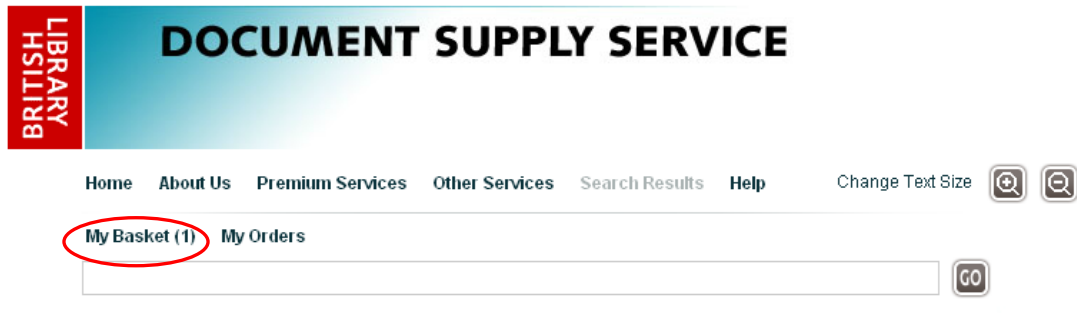
Specify new address

Email Address

Country

← Previous Step Next Step →

- Select a delivery address and click the arrow alongside **Next Step** in the bottom right of the screen; the **Review** screen displays.
- Click **Add to Basket** at the bottom right of the screen; the home page displays and the item can be seen in your basket:



If you wish to order other items you can either return to the [Explore the British Library](#), and select other items to add to your basket; or you can search the [Document Supply Service](#) for more items to add to your basket.

When you are ready to order:

- Click on My Basket; brief details of the item(s), and the cost(s) are displayed with an option to order or remove selected items:

My Basket

Select All

Childhood education . (View Details) Total: £45.00

[Wheaton, MD, etc. : Association for Childhood Education International]
Date added: 18/09/2013 15:01

Total excluding VAT £ 37.50

Legend: Total price including VAT £ 45.00

* : The ordering options originally selected are no longer valid
** : The price has changed since this order was placed

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- To place your order(s) click **Order Selected Items.**




If your organisation has an account your order will be confirmed, although you may have to approve it first via the Approval Queue. An orderline number will be assigned.



If you are ordering to a personal account the system connects to Netbanx, where your credit/debit card details are required:

You are about to make a payment of
£45.00 to **The British Library**

Please fill in the payment form below

► Pay using credit or debit card

We accept:   

1 About the Cardholder Name <input type="text"/> Email Address <input type="text"/> House Name or Number <input type="text"/> ? Postcode / ZIP code <input type="text"/> ?	2 About the Card Card Number <input type="text"/> Security Number <input type="text"/> ? Issue Number (if present) <input type="text"/> Start Date (if present) MM <input type="text"/> YY <input type="text"/> ? Expiry Date MM <input type="text"/> YY <input type="text"/>	3 Confirm You are about to pay £45.00 from your credit or debit card: <input type="button" value="Pay Now"/> Your payment is protected by:   learn more learn more
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[Back to Merchant](#)

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Note: Whilst in the Library's catalogue, [Explore the British Library](#), you can place orders for items which you have saved in **My Workspace**. The **I want this** tab appears below the folder where your record is stored. Items can only be saved in My workspace for the duration of your session.

When you have ordered your documents you should log out the Document Supply Service and close your browser window.