

# ONLINE REQUEST INSTRUCTIONS

## Hawaiian and Pacific Collections & Special Research Collections UH Mānoa Library

### 1. Find your material and request it

- Search the UH Libraries' online catalog **Hawaii Voyager** (<http://uhmanoa.lib.hawaii.edu>).
- If necessary, select item from the titles list so that the full record displays.
- At least one of the item locations should be a pageable collection (see other side of this sheet for details), and its status should be **Not Checked Out** or **Discharged**.
- Click on the **Get This Item** link.

#### The art of the aloha shirt /

**Author:** [Brown, DeSoto.](#)  
**Title:** The art of the aloha shirt / DeSoto Brown & Linda Arthur. 1st ed.  
**Publisher:** Waipahu, Hawaii : Island Heritage, 2008.  
**Description:** 96 p. : ill. (some col.) ; 26 x 25 cm.  
**Subjects:** [Aloha shirts--Hawaii.](#)  
[Textile fabrics--Hawaii.](#)  
[Clothing and dress--Hawaii--20th century.](#)  
[Arthur, Linda B.](#)

**Other Name(s):**  
**ISBN:** 0025598250279

#### Holdings Information

**Location:** UH Manoa: Hamilton Hawaiian Library Use Only  
**Call Number:** [GT1617 H3 B76 2008](#) [Text me this call number](#)  
**Copy Number:** Copy 1  
**Status:** Not Checked Out

- [Get This Item](#)
- [Print/Save](#)
- [Export](#)
- [Email](#)
- [Add to My List](#)
- [Persistent Link](#)

Social Bookmarks:

- [Delicious.us](#)
- [Digg](#)
- [Facebook](#)
- [Google](#)
- [MySpace](#)
- [StumbleUpon](#)
- [Y! MyWeb](#)

- [Standard View](#)
- [Staff View](#)

### 2. Log in

- Enter your **UH number** or **Library barcode** from your UH ID/library card, and your **last name**. All students, faculty and staff may log in via the UH portal with UH username and password.
- Click **Login**.
- Click **UH Manoa Hawn/Pac OR Spec. Research Col.**

Note: If you do not have a library card, use our **public login** (see other side of this sheet for details).

for all UH students, faculty and staff << \* Recommended \*

OR, Log in using my

Id:

Last Name:

- [Hold or transfer this item](#)
- [Recall this checked out item](#)
- [UH Manoa Hawn/Pac OR Spec. Research Col.](#) (9997 available)
- [UH Manoa Intrasystem Article Request](#)
- [JABSOM Fac/Student/Staff Article Request](#)
- [UH Faculty Classroom Showing Request](#)
- [Catalog Errors – NOT FOR REQUESTS](#)
- [UH Manoa Course Reserves](#)

### 3. Enter details

- Select **volume, copy and location** from the **drop-down menu**.
- If requesting a journal, **specify the issue**; be sure to click the radio button.
- In the **Comments** box enter:
  - your first and last name if you are using our public login
  - volumes, issue numbers or years, if requesting multiple issues or if drop down menu does not include the volumes you need
- Enter your **UH number** or **Library barcode** again.
- Click on **Submit Request**.

UH Manoa Hawn/Pac OR Spec. Research Col.

Instructions: Enter barcode or UH Number. Starting July 15, 2010, to request AV Media use Hold or Recall. RETRIEVAL TIMES when collections are open: a. Hawaiian/Pacific at H/P desk: 10-15 minutes b. Sinclair MEDIA items at SL desk in 5-15 minutes; except phonodisks: 30 minutes c. Hamilton & Sinclair, held at owning location. HOLD TIMES: a. Hawn/Pac are held for 3 days b. Hamilton & Sinclair books are held 10 days c. Sinclair Audiovisual items are held until Wong closing the next day. For books held in the Special Research Collection (SRC) an email will be sent once your request is filled with the collection hours and location.

This Copy:

Specify an issue:

Volume

Date

Year

Comment:

\* UH Number

(over)

<p><b>When do I use this request function? What is a <u>pageable collection</u>?</b></p>	<p>Materials with the following locations <u>must</u> be requested through Voyager:</p> <p><u>Hamilton Hawaiian</u> <u>Hamilton Pacific</u> <u>Hamilton Special</u></p>		
<p><b>How do I request materials if I do not have a valid library card? Do you have a <u>public login</u>?</b></p>	<p>Our <u>public login</u> is:</p> <p>Library Barcode: <u>123</u> Last Name: <u>page</u></p> <p>Note the login uses a Library barcode, not a UH number. Be sure to enter your name in the Comments box.</p>		
<p><b><u>Where</u> and <u>when</u> can I get the material I request?</b></p>			
<p>Location</p>	<p>How long will it take to retrieve?</p>	<p>How long will it be held for you?</p>	<p>Where do you go to get it?</p>
<p>Hawaiian/Pacific</p>	<p>up to 15 minutes</p>	<p>3 days</p>	<p>Hawaiian and Pacific Collections reading room circulation desk (Hamilton, 5<sup>th</sup> Floor). Hours: M-F, 9am-5pm; Sat closed; Sun 1pm-5pm (open on Sundays only during regular Fall and Spring semesters).</p>
<p>Special locations</p>	<p>available during Moir Reading Room hours: Tues 9-12, Thur 1-5</p>		<p>Moir Reading Room (Hamilton Addition, 5<sup>th</sup> Floor)</p>
<p><b>When do I use the <u>other request options</u>?</b></p>			
<p>Request type</p>	<p>When to use it</p>		
<p>Hold or transfer this item</p>	<p>1) To request that a book held at another UH System library be sent to your library for you (available to all UH System users).</p> <p>2) To request that a <b>circulating</b> book held in Hamilton or Sinclair be retrieved and held for you (available to all UHM users; campus office delivery available to UHM faculty and staff).</p> <p>3) To request that a <b>non-circulating</b> book held in Hamilton or Sinclair be retrieved and held for you (available to all UHM users).</p>		
<p>Recall this checked out item</p>	<p>To have a book recalled from the person who currently has it, and then held for you (available to all UH System users).</p>		
<p>Information on <u>all request options</u>: <a href="http://uhmanoa.lib.hawaii.edu:7008/vwebv/ui/manoa/htdocs/help/patronRequests.html">http://uhmanoa.lib.hawaii.edu:7008/vwebv/ui/manoa/htdocs/help/patronRequests.html</a>.</p>			
<p><b>How do I request videos and CDs from Wong AVC?</b></p>	<p>As of July 15, 2010, videos and CDs from Wong AVC may be requested by using the <b>Hold or transfer this item</b> request options.</p>		
<p><b>Any other questions?</b></p>	<p>Check on the <u>status</u> of your request by checking My Account in Voyager.</p> <p>UHM Library <u>info and hours</u>: <a href="http://library.manoa.hawaii.edu">http://library.manoa.hawaii.edu</a>.</p>		

September 8, 2010