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Export Your Open and Completed Interlibrary Lending (ILL) Request History

History is available from approximately 2019 to present.

1

Navigate to

<https://caul-cbua.relais-host.com/user/login.html?group=patron&LS=NSAS>

⚠ IMPORTANT SERVICE CHANGE ⚠

As of December 18, 2025, the Angus L. Macdonald Library will no longer be processing requests through this form. Students, staff, faculty and community borrowers are encouraged to place requests via the [Novanet Catalogue](#). Please email us at docdel@stfx.ca for more information or assistance.

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CBPA**
Council of Atlantic
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postsecondaires de l'Atlantique

Document Services

To log in, enter your 14-digit barcode (on the front of your SFX ID card or the back of your library card). Your password is your surname (exactly how it is spelled in your library account).

Barcode:

Password:

[Login](#) [Reset](#)

[Login Assistance](#)

2 Enter your barcode and password and click "Login"

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Barcode:
2199300

Password:

Login Reset

Login Assistance

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3 Click "Open Requests"

Add Request
Article
Book

My Requests
All Requests
Open Requests ✓
Completed Requests
Submitted In The Last 7 Days
Documents Received
Books On Loan

Contact
Library Staff

Open Requests (1) [Export Requests](#)

Showing 1 to 1 of 1 entries Previous **1** Next

Request Number	Title	Author	Submitted On	Need Before	Due Date	Article Link	Status Date	Status
PFX-48436353			2025-08-28 09:03:25 AM		2026-01-12 12:00:00 AM		2025-12-11 10:18:23 AM	On Loan

Title:
Title of article:
Author:
ISBN:
Publication date: 2023
Edition:
Pages:
Submitted on: 2025-08-28 09:03:25 AM
Need before:
Status date: 2025-12-11 10:18:23 AM
Article link:
External URL Note:
External URL:
[History](#)

Author of article:
ISSN:
Publisher:
Volume / Issue: /
Due date: 2026-01-12 12:00:00 AM
Status: On Loan
[Renew](#) [Message](#)

Showing 1 to 1 of 1 entries Previous **1** Next

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4

Click "Export Requests"

Add Request

Article

Book

My Requests

All Requests

Open Requests ✓

Completed Requests

Submitted In The Last 7 Days

Documents Received

Books On Loan

Contact

Library Staff

Open Requests (1)

Export Requests

Showing 1 to 1 of 1 entries

Previous 1 Next

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Title:

Title of article:

Author:

Author of article:

ISBN:

ISSN:

Publication date: 2023

Publisher:

Edition:

Volume / Issue: /

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Need before:

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Status date: 2025-12-11 10:18:23 AM

Status: On Loan

Article link:

External URL Note:

External URL:

History

Renew Message

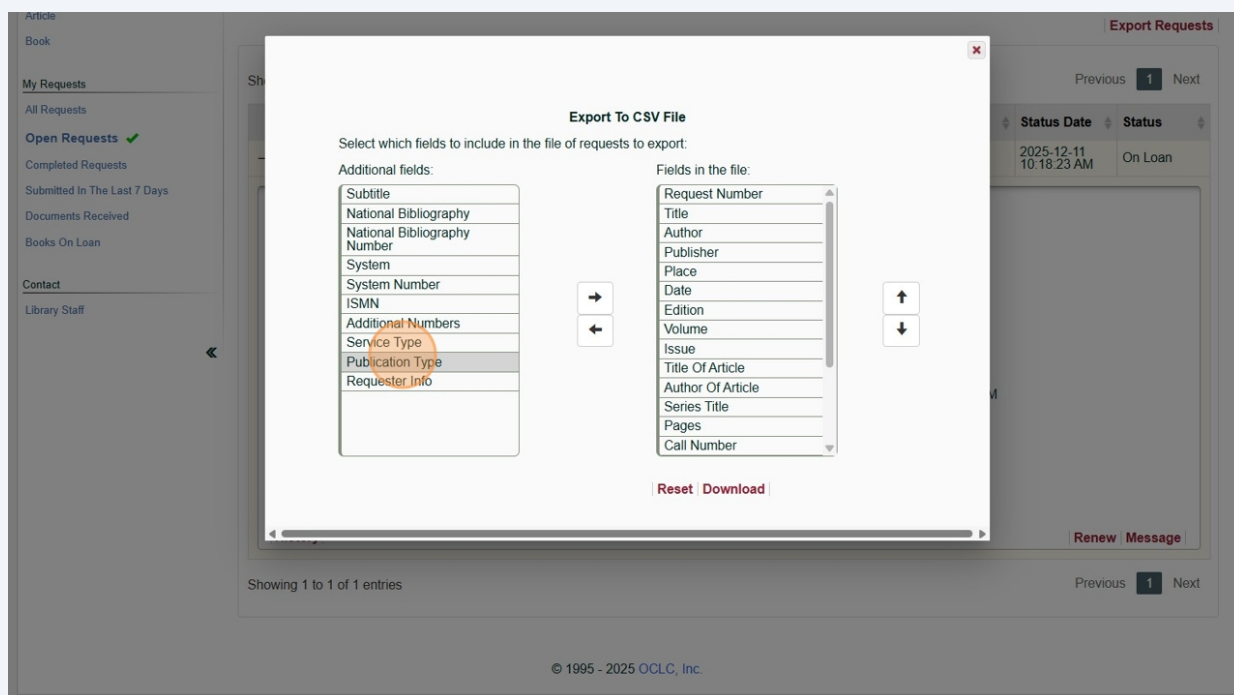
Showing 1 to 1 of 1 entries

Previous 1 Next

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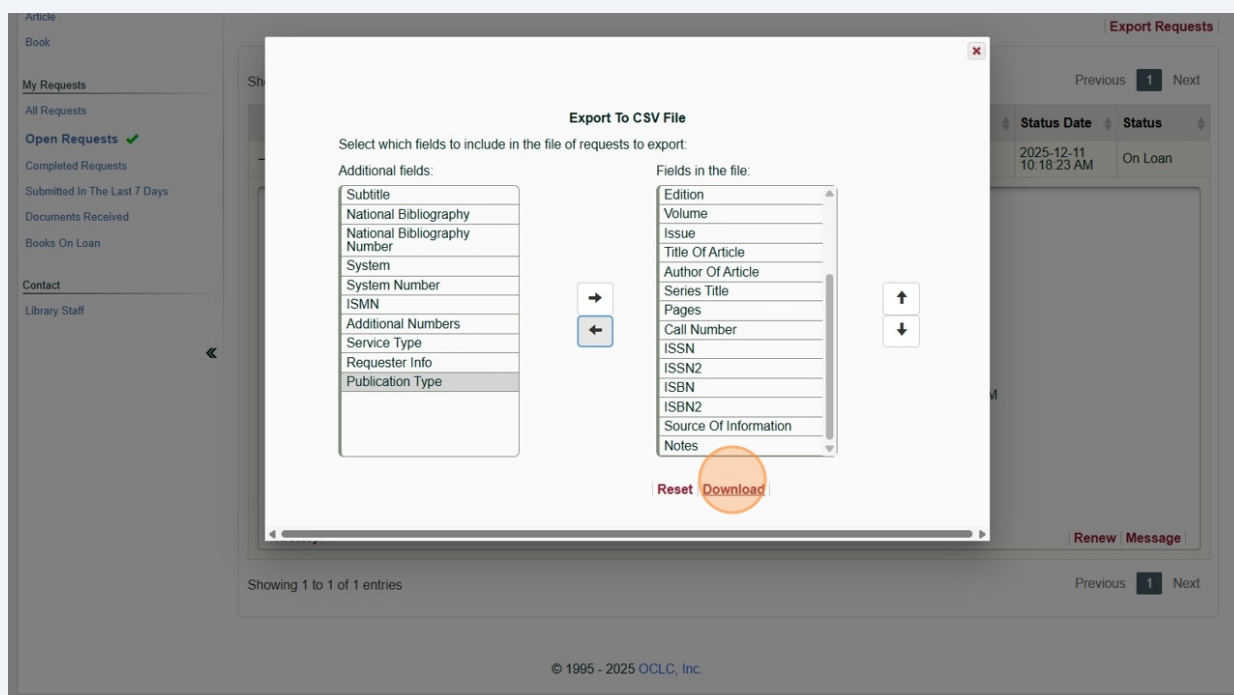
5

Add or remove the fields you wish to export. The block on the right contains the fields which will be exported to the csv document. Click on a cell you want to add or remove and use the left/right arrows to move the headings from one block to another.



6

Click "Download"



7 Click "Completed Requests"

Add Request
Article
Book
My Requests
All Requests
Open Requests
Completed Requests
Submitted In The Last 7 Days
Documents Received
Books On Loan
Contact
Library Staff

Open Requests (1)

Showing 1 to 1 of 1 entries

Previous 1 Next

Request Number	Title	Author	Submitted On	Need Before	Due Date	Article Link	Status Date	Status
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Title:
Title of article:
Author:
ISBN:
Publication date: 2023
Edition:
Pages:
Submitted on: 2025-08-28 09:03:25 AM
Need before:
Status date: 2025-12-11 10:18:23 AM
Article link:
External URL Note:
External URL:

Author of article:
ISSN:
Publisher:
Volume / Issue: /
Due date: 2026-01-12 12:00:00 AM
Status: On Loan

History
Renew
Message

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8 Click "Export Requests"

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Document Services
Hello, (Logout)

Add Request
Article
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My Requests
All Requests
Open Requests
Completed Requests
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Completed Requests (7)

Show 100 entries

Search: x

Showing 1 to 7 of 7 entries

Previous 1 Next

Request Number	Title	Author	Submitted On	Need Before	Due Date	Article Link	Status Date	Status
+ PFX-48168387								
+ PFX-48313185								
+ PFX-48316603								

Export Requests

9

Add or remove the fields you wish to export. The block on the right contains the fields which will be exported to the csv document. Click on a cell you want to add or remove and use the left/right arrows to move the headings from one block to another.

Export To CSV File

Select which fields to include in the file of requests to export:

Additional fields:

Subtitle
National Bibliography Number
National Bibliography Number
System
System Number
ISMN
Additional Numbers
Service Type
Publication Type
Requester Info

Fields in the file:

Request Number
Title
Author
Publisher
Place
Date
Edition
Volume
Issue
Title Of Article
Author Of Article
Series Title
Pages
Call Number

[Reset](#) [Download](#)

Showing 1 to 1 of 1 entries

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10 Click "Download"

Export To CSV File

Select which fields to include in the file of requests to export:

Additional fields:

- Subtitle
- National Bibliography Number
- System
- System Number
- ISMN
- Additional Numbers
- Service Type
- Publication Type
- Requester Info

Fields in the file:

- Request Number
- Title
- Author
- Publisher
- Place
- Date
- Edition
- Volume
- Issue
- Title Of Article
- Author Of Article
- Series Title
- Pages
- Call Number

Reset Download

11 Click "Logout"

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Hello, (Logout)

Completed Requests (7)

Show 100 entries

Showing 1 to 7 of 7 entries

Search: [x]

Previous 1 Next

	Request Number	Title	Author	Submitted On	Need Before	Due Date	Article Link	Status Date	Status
+	PFX-48168387							2020-05-28 04:38:01 PM	Article Sent
+	PFX-48313185							2022-12-09 03:53:17 PM	Unfilled
+	PFX-48316603							2023-01-13 10:22:15 AM	Unfilled

12 Open your downloaded files and save your documents.