Cleveland State University Library  
Electronic Course Reserve Request Form

ECR materials are processed in the order in which they are received. The Library cannot guarantee that any materials submitted after the cut off dates will be available on the first day of the semester.

<table>
<thead>
<tr>
<th>Date Submitted</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>Course Number</td>
</tr>
<tr>
<td>Department</td>
<td># of Students</td>
</tr>
<tr>
<td>Phone/e-mail</td>
<td></td>
</tr>
</tbody>
</table>

Format that your materials are being submitted:

- **PAPER** (if the material is available through a full-text electronic journal, can we link to the full-text? Y N)
- **ELECTRONIC FORMAT** (requires minimal processing & may be available in a shorter period of time)
  
  **EJOURNALS/WEBSITES:URL(S):**
  
  (This includes links to course pages, professor’s home page, and any other materials on the web.)

To your knowledge, does anyone in your class have a visual disability that would require special accommodations? Y N

Do you want originals returned to you? Y N

Campus Address

---

**ITEMS TO BE PLACED ON ECR**

Bibliographic source information is required for each journal article or book chapter submitted in compliance with the Copyright Law) Please indicate each item here, or attach syllabus with relevant information. Please indicate exactly as you would like indicated on the ECR system:

1. AUTHOR(S):

   **TITLE:**

   **JOURNAL or BOOK:**

   **VOL & ISSUE:** **YEAR:** **PAGE(S):**

2. AUTHOR(S):

   **TITLE:**

   **JOURNAL or BOOK:**

   **VOL & ISSUE:** **YEAR:** **PAGE(S):**

3. AUTHOR(S):

   **TITLE:**

   **JOURNAL or BOOK:**

   **VOL & ISSUE:** **YEAR:** **PAGE(S):**

Please attach additional forms if needed.