

What is Electronic Legal Deposit Material

Electronic Legal Deposit (eLD) items are materials which Oxford has received under Legal Deposit legislation which entitles the Bodleian Libraries to a copy of every item published in the UK.

eLD items can only be viewed on a Bodleian Libraries computer. This will be indicated on SOLO. To access these items, you will need to agree to the Legal Deposit Libraries' Access Policy.

● **Electronic Legal Deposit item – available via Bodleian Libraries reading room PCs only**

How to print Electronic Legal Deposit Material

Unfortunately, self-service printing of eLD material is not currently available.

Due to legal restrictions, you may not make any digital copies of eLD material. However, you may order printed copies of journal articles or sections of books via our **Print and Deliver** service and receive them by post.

How does Print and Deliver Work?

Requests are limited to a single article from an issue of a periodical, or up to 5% or one chapter of a book.

Under copyright legislation, a charge is required for copies made from eLD collections.

The flat rate charge is £2.00 per request.

Payment is made via your PCAS account; you will need to provide your account details when placing your order.

PCAS Account Details

To access your PCAS account, use your Bodleian Libraries username and password, also used to access Bodleian Libraries Wi-Fi and PCs in reading rooms.



Your username is the 7 digit number at the bottom right of your University/Bodleian Readers card (as shown in the image)

If you are a new cardholder, you should set your password as soon as possible at: <https://register.bodleian.ox.ac.uk>. Use the same web page if you need to reset your password.

Add credit to your account at <https://pcas.bodleian.ox.ac.uk>


How place a Print and Deliver Request


Log in to SOLO and locate the item you wish to have printed.

Select the title and scroll down the record details to the 'Links' section at the bottom


Click on 'Print & Deliver Request'


Links

Print & Deliver Request  >


More bibliographic information  >


Direct link to Electronic Legal Deposit item  >

About Electronic Legal Deposit  >

Find in Library Hub Discover  >

Find in WorldCat®  >

Find in Google Books  >

Display Source Record  >

You will be directed to the Print & Deliver Request form.

Fill out the form with your name, email address, address for delivery and your PCAS account details.

For the 'Item Details' section, articles will be copied without any further information required.

If requesting a section from a book, use this area to specify the chapter or section you would like, or to add particular requirements for your print out.

Specify whether you would like the printout to be in colour or black & white only.

Your printing will be posted to you within two working days.

Assistance for further queries

If you have further queries about this service, please email reader.services@bodleian.ox.ac.uk

You can also watch our video tutorial at:

<https://www.bodleian.ox.ac.uk/services/remote-access/print-deliver>