

Using the Media Resource Center On-Line Catalog

Start at umcnic.org | select **Resources** from the menu across the top and below the header

On the resources page select **Media Resources**

Direct link is now: http://www.umcnic.org/media/resource_center.htm

In the first paragraph there is a link to the **Online Media Resource Catalog**

The screenshot shows the homepage of the Northern Illinois Conference Media Resource Center. The browser title is "source Center - Windows Internet Explorer" and the address bar shows "http://www.umcnic.org/media/resource_center.htm". The page header includes the conference name and logo, along with navigation links: "Calendar | Contact Us | Find a Church | Harvest 2020 | News | Resources". The main content area is titled "Media Resource Center" and contains a paragraph describing the center's collection of books, videos, and DVDs. A black arrow points to the link "An Online Media Resource Catalog" in the text. Below this, there is a "Quick Lists - Resource Bibliographies" section with sub-sections for "January or Lenten", "Lent and Easter", and "February is Black History Month". A sidebar on the left contains a navigation menu with items like "Home", "About", "Bible Studies", and "e-Mail Login".

Simple Search

The screenshot shows the search page of the Northern Illinois Conference Online Media Resource Catalog. The browser title is "Resource Catalog Search - Windows Internet Explorer" and the address bar shows "http://umcnic.requestmanager.org/". The page features the conference logo and a search form with a "Search Phrase" input field, a "Media Type" dropdown menu set to "(All Resources)", and "Search" and "Clear Form" buttons. Below the search form, there is a link for "Simple search" and "Advanced search". At the bottom of the page, the text "Northern Illinois Conference Media Resource Center" is visible.

Using the Media Resource Center On-Line Catalog

You can limit your search here by the type of media you are interested in:

Simple search

[Advanced sea](#)

Search Phrase: (sear

Media Type: (All Resources)

- (All Resources)
- Audiocassette
- Banner
- Book
- CD-Rom
- Curriculum
- DVD
- DVDBasedCurriculum
- Equipment
- Kit
- Map
- Photograph
- Record
- Slide
- Transparency
- Video
- VideoBasedCurriculum

Northern Illinois
Media Resource

B = Book

BA = Banner

C= Audiocassette

CD= CD-Rom

CU = Curriculum

D = DVD

DCU = DVD curriculum

E = Equipment

KIT = Kit

M = Map

P = Photograph

R = Record

S = Slide

T = Transparency

V = Video

VCU = Video Curriculum

Or simply enter a word or phrase to search – it will look at titles, subjects and descriptions

Simple search

[Advanced search](#)

Search Phrase: (search all fiel

Media Type: (All Resources)

Select “Search”

And wait for the results page

Resource Catalog Search Results

[New Search](#) [Back to previous page](#) [View Cart](#)

1-9 of 9 resources displayed.

Click on a ResCode to view details for that resource:

ResCode	Type	Title	Author
B1	B	44 Ways to Expand the Financial Base of Your Congregation	
V2534	V	Challenges of Aging, The: Retrieving Spiritual Traditions	
B243	B	Courageous Spirit: Voices from Women in Ministry	Marion Jackson, Pam Hawkins, Susan Ruach
B26	B	Developing a Child's Spiritual Growth Through Sight, Taste, Touch & Smell	
V541	V	Faces on Faith: Ron Delbene	
V889	V	Hunger For Healing, A	
V2322	V	Seven Keys to Spiritual Renewal	
V1649	V	Sharing and Caring: Ministry With Infants, Toddlers, and Two's	
V2124	V	Spiritual Disciplines for Ordinary People	John & Nancy Ortberg

[New Search](#) [Back to previous page](#) [View Cart](#)

Northern Illinois Conference
Media Resource Center

Done Internet 100%

Using the Media Resource Center On-Line Catalog

To see a description of the resource, click on the ResCode:

Resource Catalog Detailed Results

[New Search](#) [Back to previous page](#) [View Cart](#)

1 resource found and displayed.

Resource: [\(V2124\)](#) Spiritual Disciplines for Ordinary People
Author: [John & Nancy Ortberg](#)
Pub Yr: 1999
Vendor: Ecuofilm (Tabgha)
Length: 160 Mins
Subject: Discipleship, Prayer, Spirituality
Copies: 4

Description: John and Nancy Ortberg are teaching pastors at Willow Creek Community Church in Chicago, and leaders of this program on spirituality. The six sessions include Spiritual Life and Why Spiritual Growth Happens; Spiritual Disciplines; Prayer, Meditating on Scripture; Living the Spiritual Life through Servanthood; and Developing Balance in Life. Guide

Age Groups: **P e E M H Y A S**
X X X

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Media Resource Center

Done Internet 100%

This is a description of a Series – Series can be recognized by the “=” after the ResCode

Resource Catalog Detailed Results

[New Search](#) [Back to previous page](#) [View Cart](#)

1 resource found and displayed.

Resource: [\(V2902=\)](#) Insights for Living from the Life of David
Author: [Adam Hamilton](#)
Publisher: Saving Grace Productions
Pub Yr: 2000
Vendor: Church of the Resurrection
Length: 45 Mins
Subject: Bible: General, Bible: OT, Life & Times, Bible: OT, People & Events, Bible: Study & Development
Copies: 1

Description: King David is hailed as the greatest king Israel ever knew. Learn about friendship and betrayal, temptation and grace, sin and redemption cowardice and courage, arrogance and humility ... and ultimately, about the role of faith in a life well lived. 4 sessions - 45 minutes each.

Age Groups: **P e E M H Y A S**

Resources in this series:

- [\(V2902\)](#) The Unlikely People God Chooses - David the Shepherd Boy
- [\(V2903\)](#) Slaying the Giants in Your Life: David and Goliath
- [\(V2904\)](#) Grandmother's Legacy, A: David's Grandmother Ruth
- [\(V2905\)](#) The Characteristics of True Friendship

Done Internet 100%

Whenever text is underlined, you can click on it and be given more information. For Example; selecting “Adam Hamilton” will get you a list of everything in the catalog where Adam Hamilton is the author. Selecting “V2902” will give you the description of that resource.

Using the Media Resource Center On-Line Catalog

You may choose to use the advanced search

The screenshot shows a web browser window titled "Resource Catalog Search - Windows Internet Explorer". The address bar shows the URL "http://umcnic.requestmanager.org/index.asp?adv=true". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The search bar contains "umcnic.org". Below the browser window, the page content is divided into two main sections. The first section, titled "Advanced search", has a link for "Simple search". It contains several input fields and dropdown menus: "Title:" (with "(includes phrase)" below it), "Media Type:" (with "(All Resources)" below it), "Resource Code:" (with "(begins with)" below it), "Subject:" (with "(All Subjects)" below it), "Heading:" (with "(All Headings)" below it), "Description:" (with "(includes phrase)" below it), "Author:" (with "(includes phrase)" below it), "Publisher:" (with "(includes phrase)" below it), "Vendor:" (with "(includes phrase)" below it), "ISBN/ISSN:" (with "(includes phrase)" below it), and "Age Group:" (with "(Any Ages)" below it). Below these fields are two buttons: "Search" and "Clear Form". The second section, titled "Advanced search options:", contains four dropdown menus: "Sort results by:" (set to "Title"), "Find only resource series?" (set to "(Either)"), "Number of results per page:" (set to "20"), and "Quick list or detailed:" (set to "Brief"). Below these options are two buttons: "Search" and "Clear Form".

Media Type, Subject, Age Group have drop down lists (we don't use "Headings").

Reviewing the list of subjects is a good way to learn what kinds of materials may be available in the Media Resource Center.

You may enter any combination of words or phrases in the Title and description field. If you know the ID of something from having used it before, you may enter it in the Resource Code field. The Resource Code always begins with the alpha that represents the Media Type, so if you want a DVD you can put the D in Media Type or in Resource Code.

I would suggest starting with only a few to begin, then add more conditions if you get too many results.

Author, Publisher and Vendor are not populated for all materials.

Age group can be difficult to search on because of the different combinations in the database.

I have found searching using key words in the description field to be very fruitful.

Using the Media Resource Center On-Line Catalog

I entered stereotype and got these results:

Resource Catalog Search Results

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1-17 of 17 resources displayed.
Click on a ResCode to view details for that resource:

ResCode	Type	Title	Author
V181	V	Big Picture: Racism: Erase the Hate, The	
V184	V	Bill Cosby on Prejudice	
V199	V	Boys and Girls	
V363	V	Cultural Baggage	
V2214	V	Days of Joy	
V736	V	Good Mind, The	
V2704	V	Hanging Out	
V1803	V	Jesus I Never Knew, The	Phillip Yancey
V977	V	Journey of the Heart	
V1063	V	Lilith Summer, The	
V2410	V	Love - All That and More	
V2193	V	Neighbor, The	

The options on the bottom of the advanced search page will allow you to set how many you want to see per page, and whether you get a list like the one above (“Brief”) or the full description for each selected resource. (“Detailed”)

If you are pretty sure of at least one word in the title, then the title search may be useful. If you don’t get a hit on multiple words, try using fewer words.

When you find something you like, on the detailed page select the button “Add to Cart”

Resource Catalog Detailed Results

[New Search](#) [Back to previous page](#) [View Cart](#)

1 resource found and displayed.

Resource: [V199](#) Boys and Girls
Vendor: Beacon Films
Length: 26 Mins
Subject: Family Life, Narrative, Sexism, Stereotyping
Copies: 1

Description: A young girl rebels against the stereotyped role insisted on by her parents because of her sex. Despite her ability and desire to work alongside her father at the family farm, Margaret is constantly forced to step aside for her brother and assumes chores considered 'woman's work.' When her father buys a spirited mare, Margaret identifies with its courage and individuality and helps it escape. Although the mare is recaptured, its spirit broken, Margaret determines that when her time comes, her escape will be permanent. Guide

Age Groups: **P e E M H Y A S**
X X X

You will then get to see your shopping cart

Resource Shopping Cart

ResCode	Title	Author	
V199	Boys and Girls		Remove item

You have 1 item in your cart. [New Search](#) [Back to previous page](#)

Using the Media Resource Center On-Line Catalog

You can select new search to look for more resources, or you can “Checkout”
You will need to fill in information.

Resource Shopping Cart

ResCode	Title	Author	
V199	Boys and Girls		Remove Item

You have 1 item in your cart. [New Search](#) [Back to previous page](#)

To check out now, please enter your information and submit your request below.

Please note that this is a request only; we will check the availability of your items and respond to your request as soon as possible.

*Name:

Organization:

Address:

City, State, ZIP:

*Email:

Phone:

Fax:

*Dates item(s) needed:

Comments:

Preferred contact method:
 Postal mail
 Email
 Phone
 Fax

Remember my name and address next time I visit
(This option using cookies -- don't select this option if you're on a public computer)

“Submit” will send an e-mail directly to the Media Resource Center Director.
Your request will be read and processed. You will get an e-mail back telling you if the resource(s) are available or not, and when you can expect to receive them.

It is helpful to the Resource Center if you can specify the date(s) you expect to use the resource, and when you expect to be finished. Your due date will be set based on that date, or the best guess by the Resource Center of when you should be finished.

Useful URLs:

www.UMCNIC.org

http://www.umcnic.org/media/resource_center.htm

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