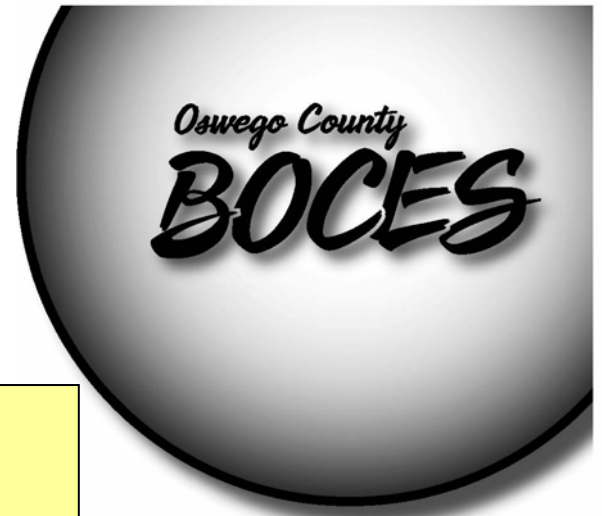


Oswego County BOCES School Library System Online Media Catalog and Web/MAX Booking System



<http://sls.oswegoboces.org>
click on Media Booking Catalog

Username consists of a 2-digit district number, followed by a 2-digit building number, followed by a 4-digit personal number. Each number is separated by periods.

Username: XX.XX.XXXX
Password: boces

After logging in, follow these basic steps to locate and order media resources

1. **Search:** Enter keyword or subject search terms. Narrow searches by selecting media type or grade level.
2. **Select:** Items meeting your search criteria are displayed, with descriptions and summaries. Order items by checking the Select box, and clicking on the Order Form link.
3. **Order:** Displays your selected items. Items will automatically be shipped on the next available date, or you may change the date by clicking on the Earliest Use/Latest Use icons. Click on "Next" to review and confirm your order.
4. **Confirm:** Displays your items, with view date. "Click Here to Finish" link completes your order. You will receive order confirmation either by e-mail, or with a notice delivered to your building.



Additional Features

Help -Context sensitive help appears at the bottom of each screen

On Order -Displays items that have been shipped or scheduled for delivery

Past Orders -Displays titles and dates of your past orders, including streamed media

Request for Purchase -Suggest items to add to the Media Collection

**Media may also be ordered or renewed by calling Media Booking
315-433-2647 or 1-800-708-6727**

**Contact the Oswego County BOCES School Library System for
additional information or to set up training.**

963-4363