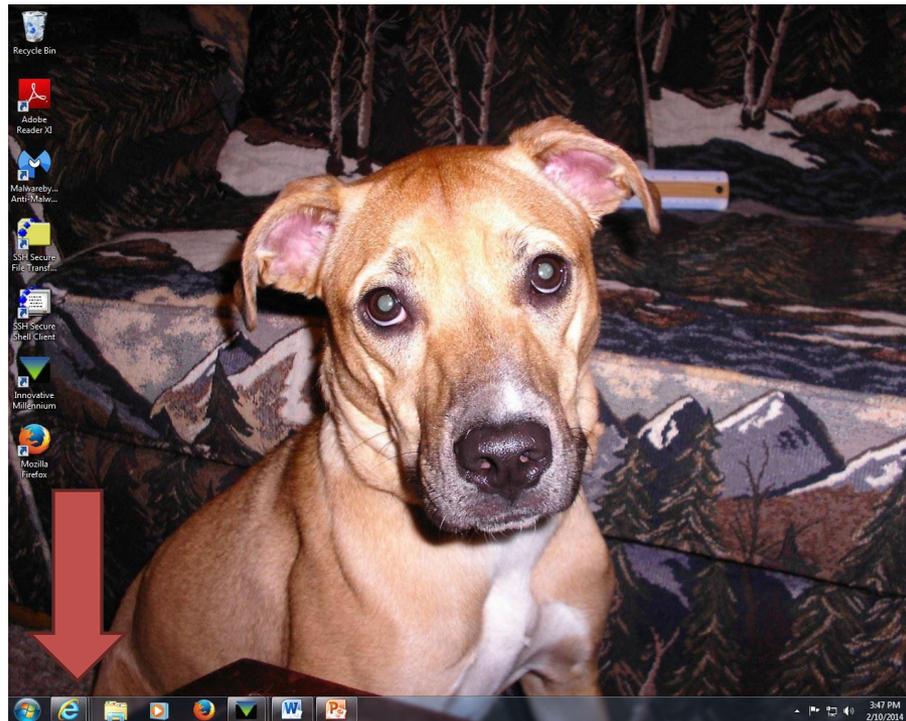


# How to Interloan Materials through MeLCat

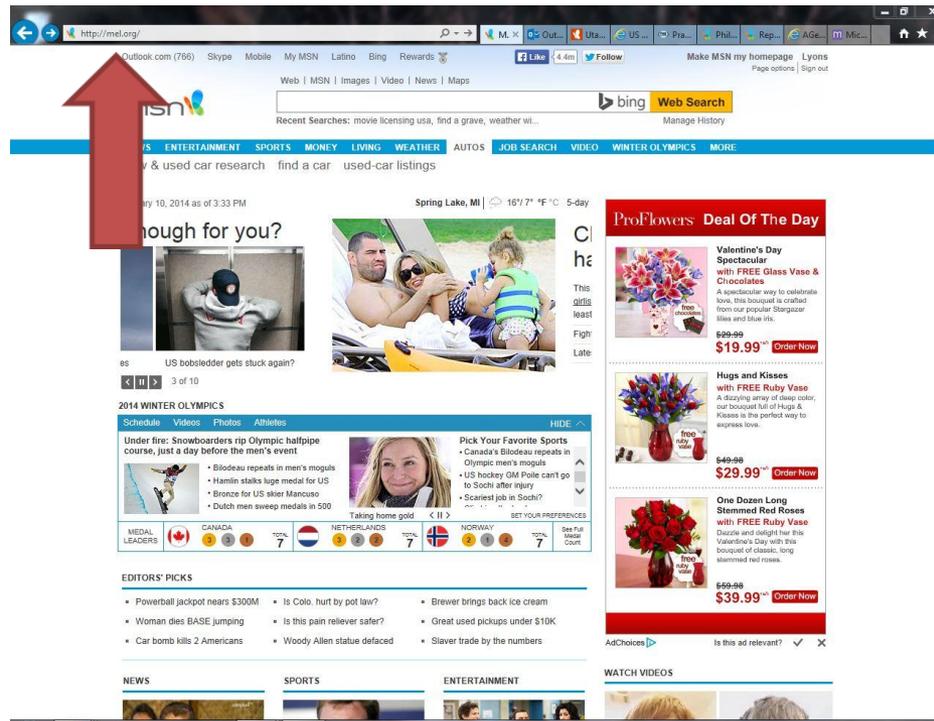
Lyons Township District Library

February 10<sup>th</sup>, 2014

# Open your web browser (Internet Explorer, Firefox, Chrome, Safari, etc.)



Type the web address <http://mel.org> into your browser's address bar and push the enter key on your keyboard.



The image shows a screenshot of a web browser displaying the MSN homepage. The address bar at the top contains the URL <http://mel.org/>. A large red arrow points upwards from the text below towards the address bar. The MSN logo is visible in the top left corner. Below the logo is a search bar with the text "bing Web Search" and a "Web Search" button. The page features a navigation menu with categories like "SPORTS", "MONEY", "LIVING", "WEATHER", "AUTOS", "JOB SEARCH", "VIDEO", and "WINTER OLYMPICS". The main content area includes a "2014 WINTER OLYMPICS" section with a "Schedule" tab, a "MIDAL LEADERS" table, and "EDITORS' PICKS". On the right side, there is a "ProFlowers Deal Of The Day" advertisement for Valentine's Day.

Address bar: <http://mel.org/>

Search bar: **bing Web Search**

Navigation: **SPORTS** | ENTERTAINMENT | MONEY | LIVING | WEATHER | AUTOS | JOB SEARCH | VIDEO | WINTER OLYMPICS | MORE

2014 WINTER OLYMPICS

Schedule Videos Photos Athletes

Under fire: Snowboarders rip Olympic halfpipe course, just a day before the men's event

- Biodeau repeats in men's moguls
- Hamlin stalks huge medal for US
- Bronze for US silver Mancuso
- Dutch men sweep medals in 500

Pick Your Favorite Sports

- Canada's Biodeau repeats in Olympic men's moguls
- US hockey GM Polle can't go to Sochi after injury
- Scariest job in Sochi?

MIDAL LEADERS

COUNTRY	GOLD	SILVER	BRONZE	TOTAL
CANADA	3	3	3	7
NETHERLANDS	3	2	2	7
NORWAY	2	1	4	7

EDITORS' PICKS

- Powerball jackpot nears \$300M
- Is Colo. hurt by pot law?
- Brewer brings back ice cream
- Woman dies BASE jumping
- Is this pain reliever safer?
- Great used pickups under \$10K
- Car bomb kills 2 Americans
- Woody Allen statue defaced
- Slaver trade by the numbers

NEWS | SPORTS | ENTERTAINMENT | WATCH VIDEOS

ProFlowers Deal Of The Day

Valentine's Day Spectacular with FREE Glass Vase & Chocolates

\$59.99 **\$19.99** Order Now

Hugs and Kisses with FREE Ruby Vase

\$49.99 **\$29.99** Order Now

One Dozen Long Stemmed Red Roses with FREE Ruby Vase

\$59.99 **\$39.99** Order Now

Click the link titled **MeLCat**. (Second link down from the top of the webpage)



The screenshot shows the Michigan eLibrary website interface. A red arrow points to the MeLCat link in the right-hand column. The website features a navigation menu at the top, a sidebar with various service categories, and a main content area with several informational links.

**Michigan eLibrary**

Navigation: Michigan.gov | MDE | Library of Michigan | **MeL Home** | Contact | Promotions | MyMeLCat | About | Help

**MeL Databases**  
Read full text articles from magazines and newspapers; find current reference sources; use advanced search functions

**MeLCat**  
Order books, audio books, music, movies and other materials delivered to your participating library

**M.O.R.E.**  
Michigan Online Resources for Educators: Find lesson plans and curriculum aids searchable by subject or state standard

**Featured Resources**  
Includes info on broadband activities in Michigan and other evolving topics of statewide and national interest.

**MeL Michigana**  
Explore Michigan's heritage through photographs, diaries, oral histories, local records and historical data

**Michigan's 24/7 Library**

- Full Text Magazines and Newspapers
- Tests and Tutorials (GED, ACT, Careers, etc.)
- Find Job!
- Database Tutorials
- Digital Literacy

**MeL Subject Gateways**

- Books and Reading
- Business and Jobs
- Genealogy
- Health and Wellness
- Kids
- Legal
- Reference Desk
- Teens

**Library of Michigan**

This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS)

Search for the item you would like to interloan. Search by Keyword, Author, Title, or Series Title. (If you're looking for a book called *When You are Engulfed in Flames*, type the title of the book in the box next to **Search for:** and select the circle next to the word **Title**.) When you have typed in what you're looking for, click the green box labeled **Find it!**

The screenshot shows the Michigan eLibrary search interface. At the top, there's a navigation bar with 'Michigan eLibrary' and various links. Below that, a search box is labeled 'Quick Search' and contains the text 'When You are Engulfed in Flames'. To the right of the search box is a green button labeled 'Find It!'. Below the search box, there are radio buttons for 'Keyword', 'Author', 'Title', and 'Series Title', with 'Title' selected. A table titled 'Other Searches' lists various search criteria like 'Subject (LC)', 'ISBN/ISSN', etc. To the right of the table is a section titled '\* Visiting the Library in Person?' with a 'Region map' link. At the bottom, there are logos for 'Library of Michigan' and 'Institute of Museum and Library Services'.

Search for:

Keyword  Author  Title  Series Title

Other Searches	
<a href="#">Subject (LC)</a>	<a href="#">ISBN/ISSN</a>
<a href="#">Subject (Children's)</a>	<a href="#">OCLC number</a>
<a href="#">Subject (MESH)</a>	<a href="#">Other Standard Number</a>
<a href="#">Advanced Keyword</a>	<a href="#">Government Document Number</a>

[Participating Libraries](#) [Award Winners](#)

**Library of Michigan**

**INSTITUTE of Museum and Library SERVICES**

This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan. Additional funding provided by the State of Michigan.

If your search retrieves a number of results, scroll through the page until you find the item you're looking for. Each result will usually say what format the material is (book, sound recording, film, etc.) When you find a result you would like, click on the blue link to be taken to the record.

The screenshot shows a web browser window displaying the Michigan eLibrary search results page. The browser's address bar shows the URL: <http://eLibrary.mel.org/search/A?searchtype=1&searcharg=When%20you%20are%20engulfed%20in%20flames>. The page header includes the Michigan eLibrary logo and navigation links such as "Michigan.gov", "MDE", "Library of Michigan", "Mel Home", "Contact", "Promotions", "MyMel.Cat", "About", and "Help". Below the header, there are buttons for "MeL Home", "MeL Databases", "MeL Catalog", "Michigan Online Resources for Educators", "Featured Resources", and "MeL Michigana".

The search results section is titled "TITLES (1-8 of 8)" and "When You Are Engulfed in Flames". It lists three results:

- 1  [When you are engulfed in flames / David Sedaris.](#) 2008. [Get This for Me!](#)  
Sedaris, David.  
viii, 323 p. ;  
ISBN/ISSN: 9780316143478
- 2  [When you are engulfed in flames / David Sedaris.](#) 2009. [Get This for Me!](#)  
Sedaris, David.  
xii, 323 ;  
ISBN/ISSN: 9780316154680  
It's catching -- Keeping up -- Understudy -- This old house -- Buddy, can you spare a tie? -- Road trips -- What I learned -- That's amore -- Monster mash -- In the waiting room -- Solution to Saturday's puzzle -- Adult figures charging toward a concrete toadstool -- Memento mori -- All the beauty you will ever need -- Town and country -- Aerial -- Man in the hut -- Of mice and men -- April in Paris -- Crybaby -- Old Faithful -- Smoking section.
- 3 [When you are engulfed in flames \[sound recording\] / David Sedaris.](#) p2008. [Get This for Me!](#)  
Sedaris, David.  
1 sound media player (9 hr.) ;  
ISBN/ISSN: 9781605148052

A large red arrow points from the top of the search results section down to the first result, indicating the item to be clicked.

If you read through the record and confirm this is the item you would like to request, click the link that says **Get this for me!**

The screenshot shows the Michigan eLibrary website interface. At the top, there is a navigation bar with the Michigan eLibrary logo and various service links like Reference, Information, Digital, and Job Seekers. Below the navigation bar, there are several buttons: Start Over, Save Records, MARC Display, Return to List, Limit/Sort Search, and Another Search. The main content area displays a search result for the book "When you are engulfed in flames" by David Sedaris. The record number is "Record 2 of 8". A red arrow points to the "Get this for me!" link. Below this link, there is a table of participating libraries. The table has two rows and four columns. The first row lists Bay Mills Community Coll, Kent District Library, Public Libraries - Saginaw, and Wayne State University. The second row lists Jackson District Library, Lansing Community Coll, and Roscommon Area Dist Library. Below the table, there is a section for "Edition", "Description", "Note", and "Contents".

Bay Mills Community Coll	Kent District Library	Public Libraries - Saginaw	Wayne State University
Jackson District Library	Lansing Community Coll	Roscommon Area Dist Library	

7 Michigan eLibrary libraries have this item

[Get this for me!](#)

Link to this record:  
<http://elibrary.mel.org/record=16136377-315>

**Title** When you are engulfed in flames Sedaris, David.  
**Author** Sedaris, David.  
**Published** New York : Back Bay Books, 2008.

**Edition** 1st ed.  
**Description** xii, 323 : 21cm.  
**Note** Originally published: New York : Little Brown, c2008.  
**Contents** It's catching -- Keeping up -- Understudy -- This old house -- Buddy, can you spare a tie? -- Road trips -- What I learned -- That's amore -- Monster mash -- In the waiting room -- Solution to Saturday's puzzle -- Adult figures charging toward a concrete toadstool -- Memento mori -- All the beauty you will ever need -- Town and country -- April -- Man in the hut --

In the box below the text **Which library card/account do you want to use?** click the arrow and scroll down until you find **Lyons Township District Lib.** Select this library.



The screenshot shows the Michigan eLibrary website. At the top, there is a navigation bar with the Michigan eLibrary logo and various service links like Reference, Information, Digital, and Job Seekers. Below the navigation bar is a menu with buttons for MeL Home, MeL Databases, MeL Catalog, Michigan Online Resources for Educators, Featured Resources, and MeL Michigan. The main content area is titled "LOGIN" and contains the following text and form elements:

**Which library card/account do you want to use?**

**Login using Library Card**  
Type in your name

Type your library card number

A large red arrow points from the left towards the dropdown menu.

At the bottom of the page, there is a footer with the Library of Michigan logo and the Institute of Museum and Library Services logo. To the right of the logos, there is a paragraph of text: "This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan. Additional funding provided by the State of Michigan." Below this text is a navigation bar with links for Michigan.gov Home, MDE, Library of Michigan, MeL Home, Contact, Promotions, MyMeL.Cat, About, Help, Contact Your Library, and MeL Privacy Policy. At the very bottom, there is a small copyright notice: "State Web Sites | Privacy Policy | Link Policy | Accessibility Policy | Security Policy Copyright © 1992-2010 State of Michigan."

In the box next to the text **Login using Library Card**  
Type in your name, type in your name. (Example:  
**John Smith**)

Michigan eLibrary

Michigan.gov

MICHIGAN eLIBRARY org

MeL Home MeL Databases MeL Catalog Michigan Online Resources for Educators Featured Resources MeL Michigan

**LOGIN**

Which library card/account do you want to use?  
Lyons Township District Lib

**Login using Library Card**  
Type in your name Allison Ferguson

Type your library card number.....

Submit

Library of Michigan

INSTITUTE of MUSEUM and LIBRARY SERVICES

This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan. Additional funding provided by the State of Michigan.

Michigan.gov Home | MDE | Library of Michigan | MeL Home | Contact | Promotions | MyMeL.Cat | About | Help  
Contact Your Library | MeL Privacy Policy

State Web Sites | Privacy Policy | Link Policy | Accessibility Policy | Security Policy  
Copyright © 1992-2010 State of Michigan

In the box next to the text **Type your library card number**, type in your library card number as it appears below the barcode on the back of your library card. (Example: 29907000012345) Click the green box labeled **Submit**.

The screenshot shows a web browser window displaying the Michigan eLibrary login page. The page header includes the Michigan eLibrary logo and navigation links such as "Reference", "Information", "Job Seekers", "Digital", and "college". Below the header is a navigation bar with buttons for "MeL Home", "MeL Databases", "MeL Catalog", "Michigan Online Resources for Educators", "Featured Resources", and "MeL Michigan". The main content area is titled "LOGIN" and contains the following form:

Which library card/account do you want to use?  
Lyons Township District Lib

Login using Library Card  
Type in your name Allison Ferguson

Type your library card number.....

Submit

Two large red arrows point to the "Type your library card number" input field and the "Submit" button, respectively.

At the bottom of the page, there are logos for the "Library of Michigan" and the "INSTITUTE of MUSEUM and LIBRARY SERVICES". A footer section contains the following text:

This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan. Additional funding provided by the State of Michigan.

Michigan.gov Home | MDE | Library of Michigan | MeL Home | Contact | Promotions | MyMeL.Cat | About | Help  
Contact Your Library | MeL Privacy Policy

State Web Sites | Privacy Policy | Link Policy | Accessibility Policy | Security Policy  
Copyright © 1992-2010 State of Michigan

If your request was successful, you should see the message **Your request for [item name] was successful. Item requested from [lending library name] Your request will be delivered to circulation desk at Lyons Township District Lib when it is available.**

The screenshot shows a web browser window displaying the Michigan eLibrary website. The URL in the address bar is <https://library.mel.org/search/SLS5/When+You+are+Engulfed+in+Flames+by+David+Sedaris>. The page header includes the Michigan eLibrary logo and navigation links such as "Michigan.gov", "MDE", "Library of Michigan", "MeL Home", "Contact", "Promotions", "MyMeL Cat", "About", and "Help". Below the header, there are buttons for "MeL Home", "MeL Databases", "MeL Catalog", "Michigan Online Resources by Database", "Featured Resources", and "MeL Michigana".

The main content area displays a confirmation message:

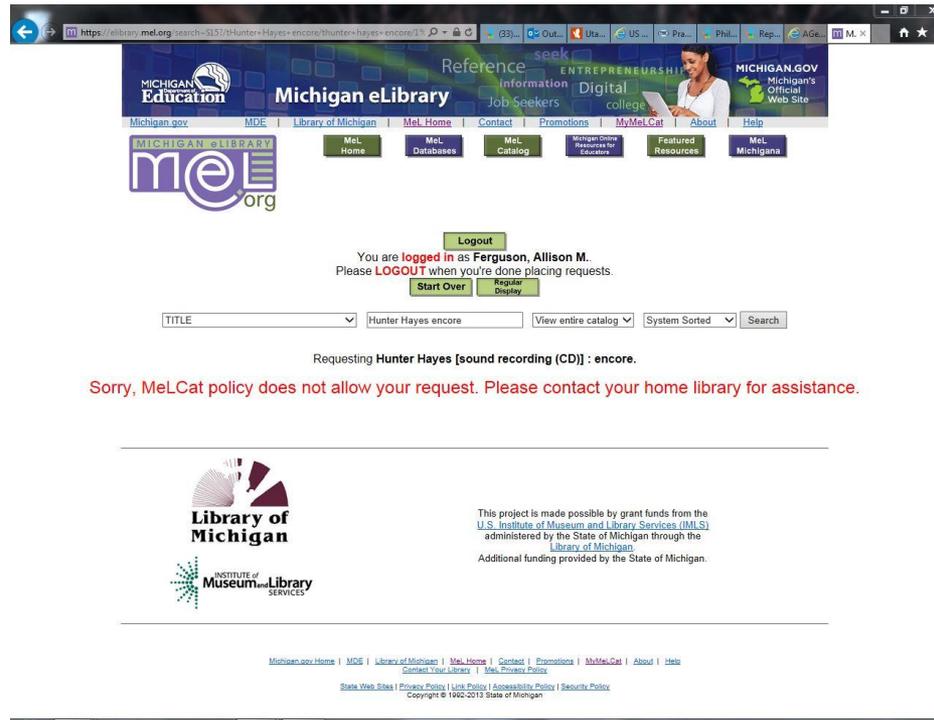
**Logout**  
You are **logged in** as **Ferguson, Allison M.**  
Please **LOGOUT** when you're done placing requests.  
**Start Over** **Regular Display**

TITLE  When You are Engulfed in Flames View entire catalog System Sorted Search

Your request for **When you are engulfed in flames / David Sedaris**, was successful.  
Item requested from **Jackson District Library**  
Your request will be delivered to **circulation desk at Lyons Township District Lib** when it is available.

The footer contains the Library of Michigan logo and the text: "This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan. Additional funding provided by the State of Michigan." At the bottom, there are links for "Michigan.gov Home", "MDE", "Library of Michigan", "MeL Home", "Contact", "Promotions", "MyMeL Cat", "About", "Help", "Contact Your Library", "MeL Privacy Policy", "State Web Sites", "Privacy Policy", "Link Policy", "Accessibility Policy", "Security Policy", and "Copyright © 1992-2013 State of Michigan".

If your request was not successful, you will see a message such as **Sorry, MeLCat policy does not allow your request. Please contact your home library for assistance.** This may mean that there are no copies available for requesting, Lyons Township District Library owns this item and it is available to check out at our library, or the item is too new and no libraries will lend it out yet.



The screenshot shows a web browser window displaying the Michigan eLibrary website. The address bar shows the URL: <https://elibrary.mel.org/search?SL5194&limit=Hayes+encore&button=Hayes+encore>. The page header includes the Michigan eLibrary logo and navigation links such as Michigan.gov, MDE, Library of Michigan, Mel Home, Contact, Promotions, MyMelCat, About, and Help. Below the header, there are buttons for MeL Home, MeL Databases, MeL Catalog, Michigan Online Resources for Educators, Featured Resources, and MeL Michiana. A user is logged in as Ferguson, Allison M., with a Logout button. Below the login information, there are buttons for Start Over and Regular Display. A search bar contains the text "TITLE" and "Hunter Hayes encore". Below the search bar, it says "Requesting Hunter Hayes [sound recording (CD)] : encore." and a red message: "Sorry, MeLCat policy does not allow your request. Please contact your home library for assistance." The footer of the page includes the Library of Michigan logo, the Institute of Museum and Library Services logo, and a statement: "This project is made possible by grant funds from the U.S. Institute of Museum and Library Services (IMLS) administered by the State of Michigan through the Library of Michigan. Additional funding provided by the State of Michigan." The footer also contains navigation links for Michigan.gov Home, MDE, Library of Michigan, Mel Home, Contact, Promotions, MyMelCat, About, Help, State Web Sites, Privacy Policy, Link Policy, Accessibility Policy, and Security Policy, and a copyright notice: "Copyright © 1992-2013 State of Michigan".

# For Further Information

If you have any questions or concerns about interloaning materials through MeLCat, please feel free to visit the library or call us at (989) 855-3414.

Lyons Township District Library

240 E. Bridge St.

Lyons, MI 48851

<http://www.lyons.michlibrary.org/>