

The Media Centre has upgraded to a new booking system called Destiny Media Manager. Below is a Quick Start Guide on how to use the new system. If you would like more detailed instructions please go to <http://library.sd35.bc.ca>

## Quick Start Guide for **MEDIA CENTRE BOOKINGS**



Go to  
<http://library.sd35.bc.ca>

Click on the name of your school.

Click on  in the upper right-hand corner

Type in your  
**User Name**  
(the first part of your email)  
and **Password**  
(your employee number)

Click on the  tab at the top of the page.

Make sure you select  
 **District Media Centre**  
and not your school unless  
you want to search both.

Type your search terms into the **FIND** box.

Browse through the search results. You can click on the titles for more details.

When you find an item you want to checkout click on



Use the calendar to book your items (note the delivery dates are listed)

<< <b>October 2009</b> >>						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- Book 1 copy
- Not Available
- Closed

*Delivery & Pick Up for H D Stafford Middle School is on Tuesday*



Click on  
to confirm your order

Click on the  tab to check your orders.