

FINDING VIDEOS

You can easily find videos by **browsing** or **searching**.

BROWSE through the available subjects:

1. Select a subject from the left-hand navigation area to access a detailed list of topics.
2. Click on a topic to access a list of all videos in that topic.
3. Click on any title to view that video, or click on "⊕ View segments in this video" to see a list of its segments.

The screenshot shows the 'View By Subject' navigation menu on the left, which includes categories like Humanities & Social Sciences, Business & Economics, Science & Mathematics, Health & Medicine, Technical Education, Family & Consumer Sciences, Careers & Job Search, and Guidance & Counseling. Below this are sections for 'Most Viewed Videos' and 'Recently Added Videos'. On the right, the 'SCIENCE & MATHEMATICS' category is expanded, showing sub-topics such as Biology (722) with sub-topics like Animal Biology (37), Ecology (48), General Biology (224) with sub-topics like Cells and Metabolism (43), Evolution and Diversity (53), Genetics (95), and Survey: Biology (60), Human Anatomy & Physiology (45), Marine Biology (17), Microbiology (120), and Plant Biology (24). Other categories include Computers & Technology (110) with sub-topics like Computer Basics (30) and Technology (91).

QUICK TIP

Many of the topic menus include subtopics. To access the subtopics, click on the "+" icon next to any subjects that display it to expand the view.

SEARCH the titles in your collection:

1. Type a keyword, phrase, or program name in the search box at the top of the screen.
2. Use the drop-down menu to select "Search by Segments" to search all of the available meta-data for segments or "Search by Titles" to search all of the available meta-data for full titles.
3. Click on the red arrow icon next to the "Search by" drop-down, or press the "Enter" key on your keyboard to execute the search.
4. Click on any title to view that video, or click on "⊕ View segments in this video" to see a list of its segments.

The screenshot shows the top navigation bar with 'HOME', 'MY PLAYLISTS', 'MY FAVORITES', and 'MY PREFERENCES'. Below this is a search bar with a search box and a drop-down menu. The drop-down menu is open, showing options for 'Search By Segments' and 'Search By Titles'. A red arrow points to the search box, and a blue arrow points to the drop-down menu.

QUICK TIP

Refine your search by using the drop-down menus in the "Advanced Search" screen. Access the "Advanced Search" link at the top right of the search bar.

CUSTOMIZE!

Change your default settings in the "My Preferences" tab. By default, all browse results are displayed as full titles and sorted alphabetically. All search results are displayed by individual segment and sorted by relevance.

The screenshot shows the 'My Preferences' settings page. It has tabs for 'View Preferences', 'Account Preferences', and 'Admin Options'. The 'View Preferences' tab is selected. The page is divided into sections: 'Login Preferences' with a 'Preferred Greeting' field set to 'Films On Demand User'; 'Video Playback Preferences' with 'Streaming Media Format' set to 'Flash' and 'Closed Captioning' set to 'Show On Page Load (Windows Media Only)'; and 'Search Preferences' with 'Search By Students Default' set to 'National', 'Search Results - Results Per Page' set to '20', 'Search Results - Default Sort' set to 'None Specified', and 'Search Results - Default Search' set to 'Segments'. There are checkboxes for 'Search Results - Show Descriptions' and 'Search Results - Show Segments', both of which are checked. A 'SAVE PREFERENCES' button is at the bottom right.