

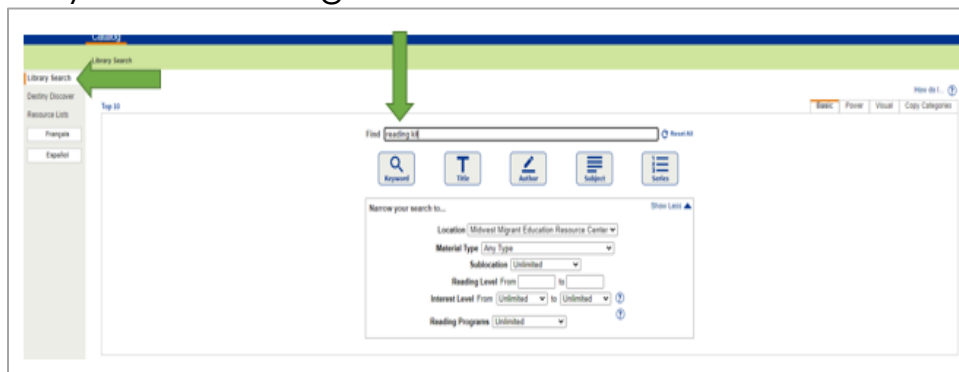
## Ordering MMERC Materials

1. Go to our MMERC webpage: [Midwest Migrant Education Resource Center \(MMERC\) – Tri-Valley Opportunity Council, Inc. \(tvoc.org\)](http://Midwest Migrant Education Resource Center (MMERC) – Tri-Valley Opportunity Council, Inc. (tvoc.org))
  - \* You can order from any MMERC webpage.
2. Just click [ORDER HERE](#). A form will pop up. Fill out the form, including the call numbers. There is a link in the form to the [ONLINE MMERC CATALOG](#) or you can look at the catalog ahead of time (link available on webpage) and create a list of items you would like to order.

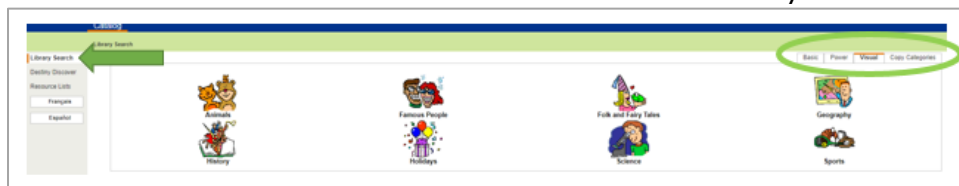
## Pro-tips on How to Order

**\*\* Please note: Do not click the back arrow. Use the navigation pane or the breadcrumbs to go back to the previous page.**

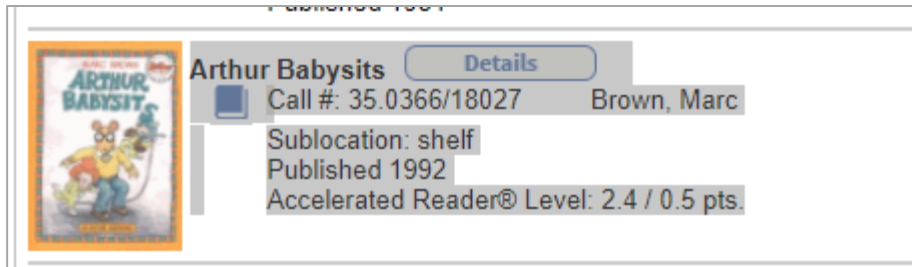
1. Use the Library Search page and enter in key words for the items you are looking for.



- You can also search other ways!



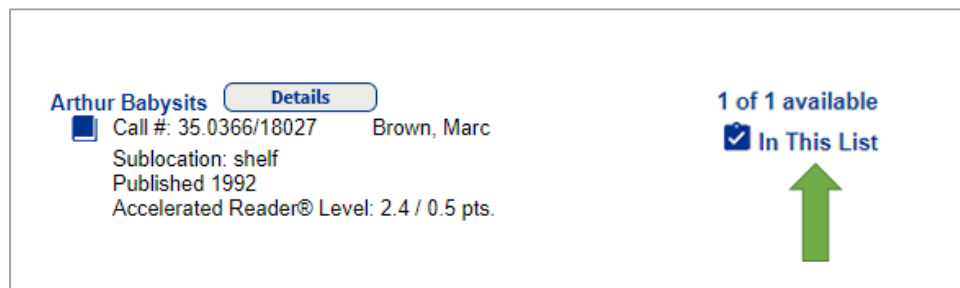
2. When filling in the call number on the Order Form, copy and paste each individual item from the catalog into the form or create a list and then copy and paste your whole list.



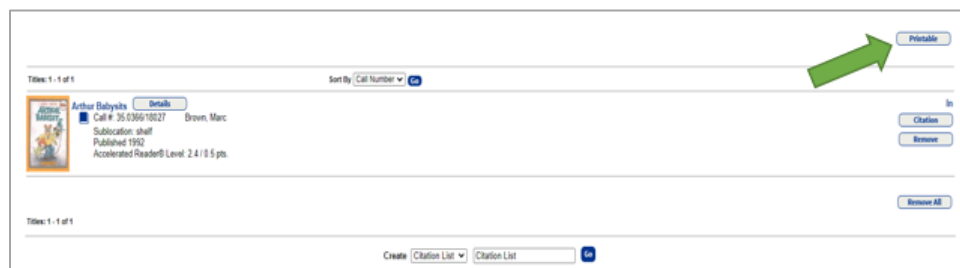
3. To create a list in the online catalog, find an item you would like to order, click on **Add to This List**.



You can click **In this List** at any time to see which items you have in your list.



4. If you have your list and are ready to order, click on **In This List**, then **Printable**.



5. Once you have the printable version, copy and paste your order from the list into the order form.

**Titles: 1 - 2 of 2**

**Giver Reading Kit, The**  
[ Kit ] Call #: 35.0367/18975 RK Lowry, Lois  
Sublocation: shelf  
Published 1998  
Accelerated Reader® Level: 5.7 / 7.0 pts.  
Lexile: 760L

**Holes Reading Kit**  
[ Mixed ] Call #: 35.0367/20162 RK c2 Sachar, Louis  
Sublocation: shelf  
Published 1998  
Accelerated Reader® Level: 4.6 / 7.0 pts.  
Lexile: 660L


8. List all Call Numbers you are requesting. [mmerc.tvoc.org](http://mmerc.tvoc.org)

Titles: 1 - 2 of 2

Giver Reading Kit, The  
[ [Kit](#) ] Call #: 35.0367/18975 RK Lowry, Lois  
Sublocation: shelf  
Published 1998  
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Lexile: 760L

In

Holes Reading Kit  
[ [Mixed](#) ] Call #: 35.0367/20162 RK c2 Sachar, Louis  
Sublocation: shelf  
Published 1998  
Accelerated Reader® Level: 4.6 / 7.0 pts.  
Lexile: 660L



6. Finish filling out the form and submit. **Wa-La!** Your order will be emailed to TVOC and we will process it as quickly as possible.

Contact Cris Young with questions! [Christine.young@tvoc.org](mailto:Christine.young@tvoc.org)