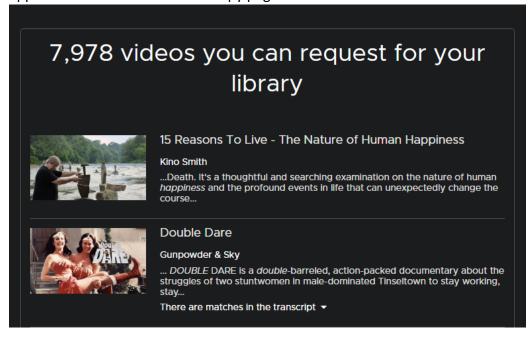
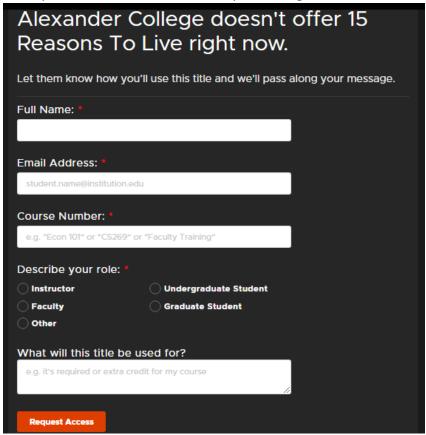
How to Request a Title from Kanopy Alexander College Library



- 1. Log into AC's Kanopy account by going to the Library's "<u>Articles and Databases</u>" page and logging into Kanopy. Contact AC Library if you need instructor login information.
- 2. Search for the title of the film you would like locate. Films that AC does not yet have will appear at the bottom of the Kanopy page.



3. If you find a title that you would like to request access to, click on the film and fill out the short request form (below). Kanopy will send the Library this request, and the Library will the be able to look into purchasing the title.



Note: For film requests to be considered, the <u>film must be connected to a class</u> <u>assignment or final exam</u>, and <u>students must be required to watch the film in its entirety</u> (ie. the film cannot be substituted by playing short clips). Please indicate this in the "What will this title be used for" section on the Kanopy request form.