

Adding / Updating the list of movies located at [www.imdb.com](http://www.imdb.com)

Open your browser and go to <http://www.imdb.com> (Internet Movie Database)

Click on the login link in the top right corner

Enter user name and password below

user name = NIUDeptofComm

Password = Contact Tech Support

After login click on the “NIUDeptofComm’s Account” link near the top right corner

On the account page click on the “update your lists” link – See image 1

On the “Your Lists” page click on the pencil icon under “Action” for the list you want to add a movie to – See image 2

On the list page scroll to the bottom of the page until you see the “Add movie or TV show to this list.” text box. Enter the title of the movie you want to add and click the search button. – See Image 3

From the search results select and click on the movie title that matches the movie you want to add to the list. The movie will be added to the list above. – See Image 4

On the new movie added to the list. Click on the “Click to add a description” box. Enter the corresponding number that was added to the DVD/VHS box for the library. Click the save button. – See Image 5

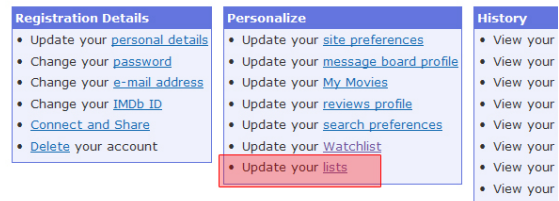


Image 1 - Account Page

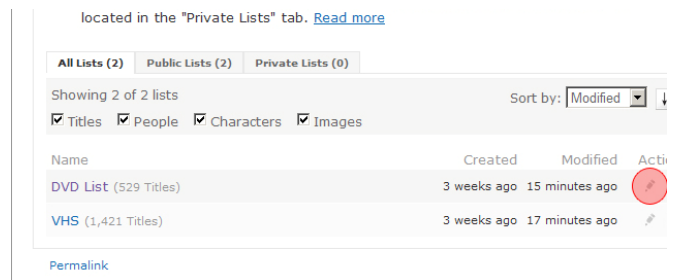


Image 2 - Your Lists Page

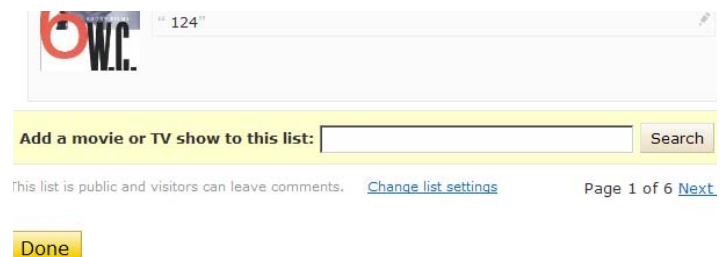


Image 3 - Add movie search box

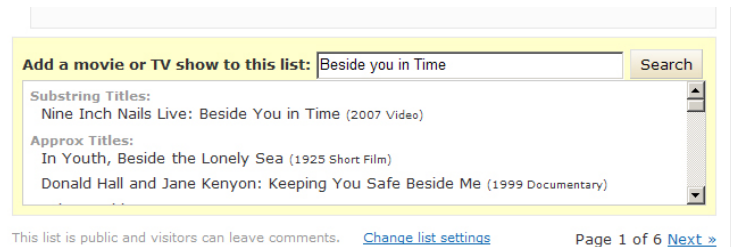


Image 4 - Search results box

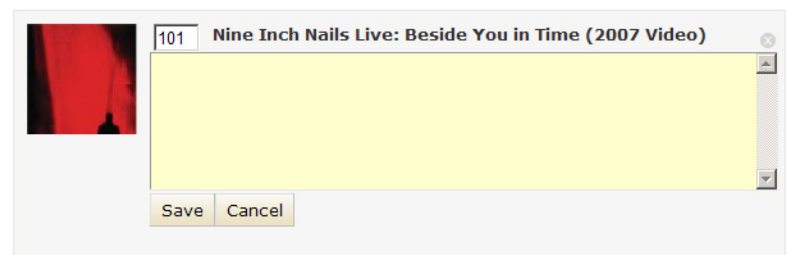


Image 5 – Add Description text box