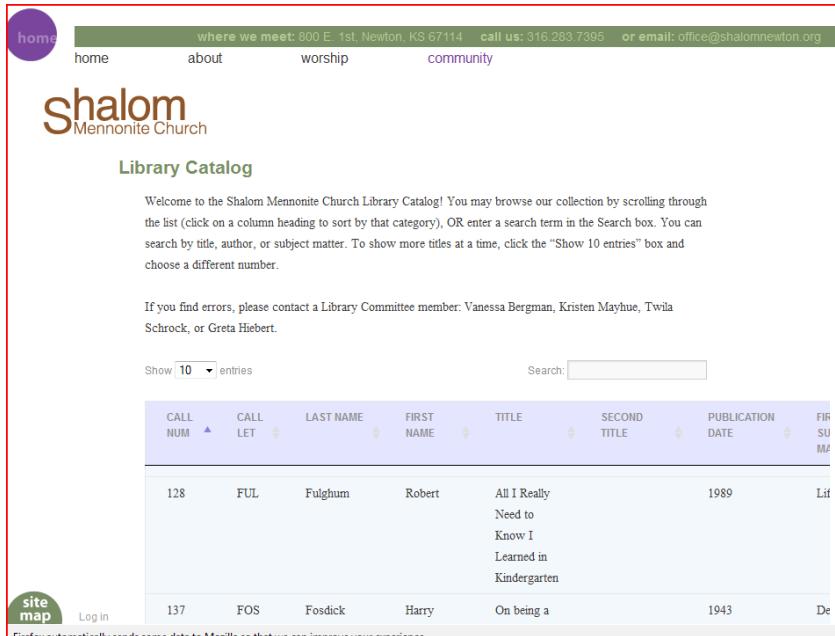


SHALOM LIBRARY CATALOG ON SHALOM'S WEBSITE

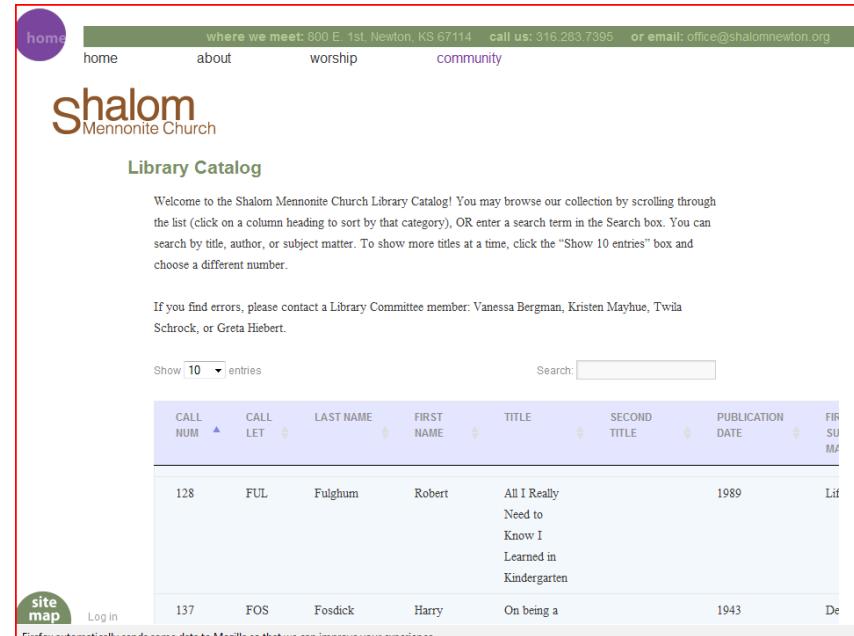


The screenshot shows the Shalom Mennonite Church website with a purple header bar. The header contains the church's name, address (800 E. 1st, Newton, KS 67114), phone number (316.283.7395), and email (office@shalomnewton.org). Below the header, there are links for home, about, worship, and community. The 'community' link is highlighted in green. The main content area is titled 'Library Catalog'. It contains a welcome message, a search box, and a table of library entries. The table has columns for CALL NUM, CALL LET, LAST NAME, FIRST NAME, TITLE, SECOND TITLE, PUBLICATION DATE, and FIR SU MA. The first entry in the table is for a book by Robert Fulghum titled 'All I Really Need to Know I Learned in Kindergarten'. The second entry is for Harry Fosdick's 'On being a'. At the bottom of the catalog page, there are 'site map' and 'Log in' links.

The Shalom Library Committee has added a copy of the Shalom library spreadsheet to the **community** section of the Shalom Mennonite Church website. To see if a book is owned by our church library, you may search the library catalog for a book title, author or subject matter. The subject matter column is not visible, but the search is still possible. To access and use this catalog:

- Go to Shalom Mennonite Church website: www.shalomnewton.org
- Hover over the **community** link on the website with your mouse and click on **library catalog**.
- Enter a title, author or subject matter into the **Search** box. The catalog will immediately fulfill your search. If you wish to search for something else, simply backspace and enter a new word.
- If you would like to see more than 10 entries at a time, click on the down arrow beside the 10 and choose how many entries you would like to view.
- You may also browse the catalog by clicking on the column heading to sort by that category. The default sort is currently set on the call number column, so it would need to be changed to sort by Last Name (of author), or by Title, etc.

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