

## Request for Audio-Visual Materials

Name of Material Requested: \_\_\_\_\_

Type of Material: DVD CD-ROM Other: \_\_\_\_\_

Source: \_\_\_\_\_

Cost: \_\_\_\_\_ Number Requested: \_\_\_\_\_ Previewed: YES NO

In which program and course will this be used? \_\_\_\_\_

Does this replace media currently being used? \_\_\_\_\_ If so, which one(s)? \_\_\_\_\_

How will this material be used? \_\_\_\_\_

To what course and unit objectives is this material related? \_\_\_\_\_

\_\_\_\_\_

Date Requested: \_\_\_\_\_ Date Needed: \_\_\_\_\_

Requested by: \_\_\_\_\_ Office phone: \_\_\_\_\_