



ITCS Instructional Materials Catalog

*Producing Educational Resources for
Agriculture teachers, students, and you!*

ITCS Instructional Materials
College of Agricultural, Consumer
and Environmental Sciences

Phone: 1-800-345-6087

Website & On-line Catalog: im.itcs.uiuc.edu

Description of Instructional Materials

Units

Units cover a particular subject and are designed for use as a text by every student in the class. They are 8 1/2" by 11" in size and punched for a three-ring binder.

Transparencies

These are 8 1/2" x 11" instructional illustrations printed on clear plastic for overhead projection. Each transparency is accompanied either by a printed paper copy, usually with some text on the back, or by a study guide with text. Each set is packaged in a manila pocket folder with the title of the set stamped on the tab.

Study Guides

Study guides are 8 1/2" x 11" printed booklets that may accompany transparency sets of the same title and number. They include reduced-size black and white picture frames adjacent to the narration or script for the frame. Study guides are used for narration, to review the presentation, and for independent study. They are included in the price of transparency sets.

Color Photo Sheets and Booklets

Color photo sheets, 8 1/2" x 11", consist of detailed close-up pictures on one side and concise descriptions on the reverse side. Crop Plants, Horticulture Diseases, Pests, and More, and Diseases and Pests of Field Crop Plants are booklets with photo sheets, 8 1/2" x 11", spiral-bound.

Diseases of Soybeans and Corn, Insect Pest Identification of Corn, Soybeans, and Alfalfa, and Vegetative Identification of Common Row Crop Weeds are pocket-sized spiral-bound pocketbooks. These informative color pocketbooks are useful for identification purposes in the classroom or in the field.

AgriLearning and mAGic Kits

AgriLearning kits are designed for grades K to 6 and they help reinforce language arts, reading, mathematics, social science, and agriculture.

The mAGic kits are developed to meet learning standards in English, math, science, and social studies for grades 4 to 8. All materials are packaged in each kit.

Digital Slide Sets

Digital slide sets are distributed on CD-ROM and have the catalog number prefix of MDS. These Microsoft PowerPoint presentations work equally well on Windows and Macintosh machines.

Digital slide sets have colored backgrounds and are intended for onscreen use (computer display or projected via a data projector).

Digital Transparency Sets

Digital transparency sets are distributed on CD-ROM and have the catalog number prefix of DT. These Microsoft PowerPoint presentations work equally well on Windows or Macintosh machines.

Digital transparency sets differ from digital slide sets in that the digital transparency sets have uncolored backgrounds and are suitable for printing to transparency film for overhead projection.

Quiz Packs

The quiz packs are developed in Microsoft PowerPoint and should run well on PCs and Macs. They are designed to be distributed to students as they review for specific topic areas at individual work stations, including a school computer lab, classroom computers, or home and laptop computers. Quiz packs consist of 10 CD-ROMs containing the practice quizzing sessions and interactive quizzing sessions from resource CD-ROMs. The quiz packs are ideal for students that need review sessions that provide immediate feedback during quizzing, interactive quiz sessions, and for preparing students to participate in Career Development Events.

Videotapes

Videotapes are VHS format; available in NTSC, PAL, and SECAM upon request.

NOTICE

For all billing, the University Business Office requires a FEDERAL EMPLOYER'S IDENTIFICATION NUMBER (F.E.I.N.) for schools and companies, or a SOCIAL SECURITY NUMBER for individuals. The University has established these as personalized customer numbers for accounting purposes. Your F.E.I.N. may be obtained from the person who prepares your payroll tax for the Federal government. It will be necessary to include this information on all orders to be billed. Orders of \$10.00 or more, including shipping, may be billed.

GENERAL INFORMATION

Instructional materials in agriculture listed in this catalog have been developed primarily for use in high schools, junior and community colleges, and universities. Prices for materials are calculated to cover development and production costs on a nonprofit basis. This catalog supersedes all previous Instructional Materials catalogs; prices subject to change without notice. Unless specifically stated otherwise, these materials are copyrighted by the Board of Trustees, University of Illinois.

Instructional materials for agriculture are distributed by Information Technology and Communication Services (ITCS) in the College of Agricultural, Consumer and Environmental Sciences at the University of Illinois at Urbana-Champaign. Preview copies are not provided.

Ordering Information

Orders which meet minimum totals are accepted without payment in advance from schools and other recognized educational institutions and businesses when accompanied by official purchase orders and F.E.I.N. or Social Security numbers as previously stated.

Orders may be placed online (via secure server) at pubsplus.uiuc.edu.

Orders under \$20.00 will be shipped library rate, so those customers should allow approximately three weeks for shipping; other orders will be shipped UPS.

Cash Orders

If payment is sent with an order, please include an additional amount for shipping as shown in the shipping rate chart below.

For orders \$4.99 and under add	\$3.50
For orders \$5.00 to \$19.99 add	\$4.50
For orders from \$20 to \$99.99 add	\$7.50
For orders from \$100 to \$199.99 add	\$10.00
For each additional \$100 add another	\$4.50

For orders outside the continental United States add an extra\$11.00 to your shipping rate total.

Checks for prepaid orders should be made payable to the UNIVERSITY OF ILLINOIS, but sent to Information Technology and Communication Services, 1917 S.Wright St., Champaign, Illinois 61820.

Telephone Orders

Orders may be placed by calling Information Technology and Communication Services. Please have an authorized purchase order number and Federal Employer's Identification or Social Security number before placing your order by telephone. For orders or information call 800/345-6087 or FAX 217/333-3917. E-mail orders may be directed to pubsplus@uiuc.edu.

Payment

Payment is due upon receipt of invoice. Checks must be drawn upon a U.S. bank and payable in U.S. currency. Payment by MasterCard or Visa is accepted. Prices are subject to change without notice. University policy states that accounts that are unpaid after 30 days will be charged a 1% or \$1.00 minimum monthly charge on the amount that is 30 days or more past due. Charges over 120 days old will be sent to a collection agency by the Accounts Receivable Section of the Accounting Division of the University.

Returns for Credit

Our return policy allows return of publications except kits, videotapes, and CD-ROMS. Credit will be issued ONLY if material is listed in the current catalog, is in original condition, and you have our permission to return the item. Material must be returned prepaid within 90 days of the date of purchase. The invoice number on which the materials were billed must be included with the return. Returned items must be in original condition or they will be sent back to purchaser without credit.

Foreign Orders

A statement of total cost of material ordered and shipping charges will be submitted before shipment. Orders must be prepaid, including surface or airmail charges. Payment must be made to the University of Illinois either in the form of U.S. currency money order, or by check drawn on a U.S. bank in U.S. currency. Payment by MasterCard or Visa is accepted.

