

Welcome to the ODU Art Department Image Database

Accessing the ODU Image Database: Use your MIDAS (university) log-in name and password

Accessing the ODU Image Database for the First Time

Each user must have an active ODU e-mail account with a university log-in name and password. They also must activate the image database service (MDID) under MIDAS before access is allowed. For specific instructions on the Monarch Identification and Authorization System at <https://midas.odu.edu> and setting up your MIDAS account go to <http://occs.odu.edu/accounts/midas/> and read or view the necessary steps. If you already have a MIDAS account and most university faculty and staff do, but have not activated the MDID service you may proceed directly to 'Services' (in the menu bar on the left hand side of the page) and activate the MDID service which is at the bottom of the list. You will have to scroll down to find it.

When you have completed these steps you will be able to log into the database at <http://id.odu.edu> and proceed with one of several ways available to search for images.

Using the Images

Images are for classroom instruction and study purposes only and other uses are subject to state and federal copyright laws. Please click on Help in the menu bar for additional information.

Using the Menu Bar

The menu bar to left of the Announcements page contains an number of options for customizing your view and searching and browsing the collection.

Searching the Collection

On the search page is a list of categories some with a drop-down list of indexed terms, next to which an artist's name, title of work, location of work etc. can be entered. For example entering an artist's name, will return works by the artist. However, entering an artist's name, in the keyword box will produce all images the artist is associated with. Clicking on *Search* opens this page.

BROWSE the Collection

There is also a browse function which allows you to select the terms in controlled lists. Clicking on *Browse* opens a page with letters A-Z and 'Other' at the top. Using the drop down box and the top of the page you can select creator, title, location, etc. and then click on the desired letter and select the item you are looking for. A set of images will be returned to choose from.

Saving Images

To save images for use in PowerPoint or other presentation software you should create a folder in advance to save the images in. Then right-click on the floppy disk icon beneath the thumbnail and click 'save as', browse for your folder and click save. You can also change the title of the image file at this point.

Images can then be inserted into PowerPoint either one at a time or if you are creating a new presentation by using the Photo Album function which will put all images you choose in a file onto slides and automatically create a PowerPoint presentation.

Note to Mac Users

Although the Mac system allows dragging and dropping onto PowerPoint slides the images will appear as white boxes with a red x when displayed on a PC. So you must use the insert function to put images onto a slide before saving it. A more detailed explanation can be found in this file taken from the IFA website.

If you intend to use your personal computer for a presentation in a university classroom you will need to have vga adapter to connect the laptop to any podium or portable projector.

This collection has been created to provide images for the teaching of art studio and art history classes but is available to the university as a resource. The program is the Madison Digital Image Database (MDID), developed at James Madison University to meet the needs of their art historians for access to digital images. It is available on SourceForge.net