



Search for and Locating Information: Books



Grade Level:

12

Subject:

English 12 – *Guess Who's Coming to Dinner?*

<p>Overview & Purpose After students have the tools to develop a search strategy they will need to locate materials in a library and information within those materials</p>	<p>Jefferson Community College Competencies</p> <ol style="list-style-type: none"> 5. Student is able to locate and use the OPAC and electronic resources 6. Student is able to locate and use the parts of a book 7. Student understands arrangement and classification systems
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Objectives	Students will review how to search the OPAC and find books in a library.	<p>Materials Needed</p> <ul style="list-style-type: none"> • Computer with internet access and display capability • Computer access for students
Information	<p>Using the school OPAC, the librarian will review with students the means to locate book materials in the library and through Interlibrary Loan. Topics should include:</p> <ul style="list-style-type: none"> ❖ Searching by author, title, subject, and keyword ❖ Performing an advanced search combining terms ❖ Locating the call number of the book in the record and on the book on the shelf ❖ Classification Systems <ul style="list-style-type: none"> ○ Dewey Decimal ○ Library of Congress ❖ Searching IcePAC and Cider ❖ Placing an Interlibrary Loan <p>Students need to be aware that they will usually not read everything in a book. With that in mind, it is necessary to have skills to pinpoint information within a book. The librarian will review how to use the Table of Contents and indices of books.</p>	
Verification	<ul style="list-style-type: none"> ❖ In groups students will complete a scavenger hunt finding and retrieving books using OPAC and IcePAC. Give each group a number. Teacher and librarian will check results for accuracy. ❖ Librarian will select books for which questions about the index and table of contents have been formulated. These questions should address cross-referencing and finding related terms i.e. climate or weather. Students will find the information using the index in the book. 	<p>Other Resources</p> <p>Finding a Book in another Library Bibliography Sheet Classification Comparison Scavenger Hunt</p>
Activity	Students will complete a bibliography sheet that includes at least 5 books on the Supreme Court and their chosen case using the library's OPAC and IcePAC. Students will successfully place at least 1 Interlibrary Loan request.	
Assessment	<ul style="list-style-type: none"> ❖ Graded index sheets ❖ Correctly formatted bibliography sheet ❖ Interlibrary loan placed is relevant to topic 	Additional Notes