



Search for and Locating Information: Books



Grade Level:

12

Subject:

Participation in Government – *What's the Supreme Court Got to Do With Me?*

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

Jefferson Community College Competencies

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

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