Eng 35 Library Orientation
Guidelines – Procedures

Materials you need for this orientation
2. Floor map
3. Exercise One and Exercise Two handouts.
4. Laptops for students: one per pair of students or one per individual student.

Preparation for the orientation
1. Check the catalog to make sure all the titles listed on Exercise One are in the library.
2. If a title is not available (checked out, deleted, etc.) create a new handout with an additional title.
3. Make a photocopy of the master set.
4. Cut Exercise One in half.

The Orientation
Give a brief overview of the library and the Library Web site

1. Explain the orientation packet. Place emphasis on how to locate a book by call number.

2. Explain WebCat so that the students will be able to do exercises. Highlight the things that will be on the exercises.

3. Take questions.

4. Pass out the laptops or have them available for students.

5. Pass out Exercise One. Students can work in pairs or individually.

6. Explain Exercise One and give students 10 or 15 minutes to complete it. Ask the students who bring the book back immediately to help the students still looking for the book. You (the Librarian) can also go out and track down students that still looking for their book title.

7. Once you have all students back in the room. Go over Exercise Two. Students can work in pairs or individually.

8. Go around the room and help as needed.

9. Go out and help students locate the book on the shelf as needed. Also ask the students who bring back the book immediately to help the students that are still out in the stacks.

10. Put away the laptops and give the books to the Circulation Staff for use counts and shelving.

11. Give the completed exercises to the instructor so they can give students credit for completing the exercises.

Tania
2/12/11
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**The Boomerang Age: Transitions to Adulthood in Families**

A. List the call number: ________________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Name: _________________________
Name: _________________________
Date: _________________________

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**The Child in the Family and the Community**

A. List the call number: ________________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Couples, Kids and Family Life**

A. List the call number: ________________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**The Good Father: On Men, Masculinity, and Life in the Family**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Intimate Violence**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Nontraditonal Families: Parenting and Child Development**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Siblings of Children with Autism: a Guide for Families**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Unequal Childhoods: Class, Race, and Family Life**

A. List the call number: ____________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Children and Television: A Global Perspective**

A. List the call number: ____________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**The American Family**

A. List the call number: ____________________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**The Pecking Order : Which Siblings Succeed And Why**

A. List the call number: ____________________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Handbook Of Contemporary Families : Considering The Past, Contemplating The Future**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: ___

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Single By Chance, Mothers By Choice : How Women Are Choosing Parenthood Without Marriage And Creating The New American Family**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: ___

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**A Natural History of Families**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.

Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Families Like Mine: Children Of Gay Parents Tell It Like It Is**

A. List the call number: ________________________________

B. List one of the Library of Congress Subject Headings for this book: __

C. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Same-sex marriage**

B. List the title of a book this book:

   __________________________________________

   __________________________________________

C. List one of the Library of Congress Subject Headings for this book:

   __________________________________________

D. List the call number:

   __________________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Gay couples**

B. List the title of a book this book:

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number:

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Interracial marriages**

B. List the title of a book this book:____________________________

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number:______________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Family United States**

B. List the title of a book this book: ______________________________
   ___________________________________________________________

C. List one of the Library of Congress Subject Headings for this book:
   ___________________________________________________________

D. List the call number: _______________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Adoption**

B. List the title of a book this book:

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number:

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Adopted children**

B. List the title of a book this book:

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number:

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Spouse abuse**

B. List the title of a book this book:

   __________________________________________________________

C. List one of the Library of Congress Subject Headings for this book:

   __________________________________________________________

D. List the call number:

   __________________________________________________________

E. Locate the book on the shelf and bring it back to the Library Orientation Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: Children social conditions

B. List the title of a book this book: ________________________________

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number: ________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: Fatherhood

B. List the title of a book this book:____________________________
   __________________________________________________________

C. List one of the Library of Congress Subject Headings for this book:
   __________________________________________________________

D. List the call number:________________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic and Subject

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Parenting**

B. List the title of a book this book: ______________________________
   ____________________________________________________________

C. List one of the Library of Congress Subject Headings for this book:
   __________________________________________________________________

D. List the call number: __________________________________________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Child rearing**

B. List the title of a book this book: ________________________________

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number: __________________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: Parent and child

B. List the title of a book this book: ________________________________
________________________________________________________________

C. List one of the Library of Congress Subject Headings for this book:
________________________________________________________________

D. List the call number: ________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

F. Locate a book about: **Parent and child United States**

A. List the title of a book this book: ____________________________

B. List one of the Library of Congress Subject Headings for this book:

C. List the call number: ____________________________

D. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Mass Media and Youth**

B. List the title of a book this book:______________________________________

C. List one of the Library of Congress Subject Headings for this book:

__________________________________________________________

D. List the call number:__________________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: Family cross cultural studies

B. List the title of a book this book: _______________________________
   __________________________________________________________

C. List one of the Library of Congress Subject Headings for this book:
   __________________________________________________________

D. List the call number: _______________________________________

E. Locate the book on the shelf and bring it back to the Library Instruction Room.
Library Exercise Two – Find a Book by Topic

Search WebCat for a circulating book (one you can check out).

A. Locate a book about: **Interracial adoption**

B. List the title of a book this book:

C. List one of the Library of Congress Subject Headings for this book:

D. List the call number:

E. Locate the book on the shelf and bring it back to the Library Instruction Room.