Eng 35 Library Orientation
Guidelines – Procedures

Materials you need for this orientation
2. Floor map
3. Exercise One and Exercise Two handouts.
4. Laptops: 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.

A.E./Tania
2/08/11
Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Biomedical ethics: a multidisciplinary approach to moral issues in medicine and biology / edited by David Steinberg**

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:

**Knowing and serving diverse 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:

**Human rights / Adela Soliz, book editor**

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:

**New destinations : Mexican immigration in the United States**

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:

**Kiss, bow, or shake hands : the bestselling guide to doing business in more than 60 countries**

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 Iraq war reader : history, documents, opinions**

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:

**Deadly gambits: the Reagan administration and the stalemate in nuclear arms control**

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 secret that exploded**

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.
Search WebCat for the following book:

**Tchaikovsky: the man and his music**

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.

Search WebCat for the following book:

**Homelessness handbook**

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 new Americans : a guide to immigration since 1965**

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:

**Controversies of the George W. Bush presidency : pro and con documents**

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:

*Out of the past : gay and lesbian history from 1869 to the present*

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:

*Globalization and the international financial system : what's wrong and what can be done*

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. 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.

The Chinese century: the rising Chinese economy and its impact on the global economy, the balance of power, and your job

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:

**Economics and the environment**

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.

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Library Exercise One – Find a Book by Title

Search WebCat for the following book:

**Zoom: the global race to fuel the car of 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:

Will the world run out of fresh water?

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:

Global warming: understanding the forecast

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: **Copyright and the Internet**

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: Lethal Injection

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: **Medical Marijuana**

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: **U.S.-Pakistan Relations**

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:  **Middle East Policy**

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: **Church-State Separation**

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: Population Growth and Control

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.
Name: ________________________
Name: ________________________
Date: _________________________

**Library Exercise Two – Find a Book by Topic**

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

A. Locate a book about: **Native American Policy**

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: **Beauty and Body Image**

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: **Homosexual 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: **Human Genome Research**

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: **Bilingual Education**

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: **Internet Gambling**

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: **Computer Hacking**

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: **Reconstruction of Iraq**

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: **Reproductive Technology**

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: **Youth Depression**

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: **Police Pursuits**

G. List the title of a book this book: ________________________________________

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

I. List the call number: ______________________________________________________

J. List the location (floor): __________________________________________________

K. 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).

L. Locate a book about: **Global Population Growth**

M. List the title of a book this book:

________________________________________________________

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

________________________________________________________

O. List the call number:

________________________________________________________

P. 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. Pick a topic:______________________________________________

B. List the title of a book on your topic:___________________________

________________________________________________________

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).

E. Pick a topic:______________________________________________

F. List the title of a book on your topic:___________________________

________________________________________________________

G. List the call number:________________________________________

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