Library Packet

Check in at the beginning of each class in glassed-in area 114D

The pages that follow contain five library homework assignments and an assignment that is part of the actual library test (The Birthday Sheet.)

Print the packet and use this cover sheet to mark the dates from your syllabus that each assignment is due.

<table>
<thead>
<tr>
<th>Date due</th>
<th>Score</th>
<th>Assignment</th>
<th>Page #’s</th>
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</thead>
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<tr>
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<td></td>
<td>#1 Scavenger Hunt</td>
<td>2-6</td>
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<tr>
<td></td>
<td></td>
<td>#2 4e draft Pages 11-1 through 11-19</td>
<td>7</td>
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<td>#3 4e draft pages 11-20 through 11-25</td>
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<td>#4 Subject Database on the Gateway</td>
<td>9-10</td>
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<td></td>
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<td>#5 Floor Plan</td>
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<td>Birthday Sheet</td>
<td>12-13</td>
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<td></td>
<td></td>
<td>Score Sheet</td>
<td>14</td>
</tr>
</tbody>
</table>

*The score sheet on page 14 should be turned in with each assignment.*
**Scavenger Hunt Worksheet**

**ASSIGNMENT #1**

**Venturing Into James E Walker (MTSU) Library Revised 11/05**

*This purpose of this assignment is to get you acquainted with the library and its resources. All of the information gathered here will be useful in other assignments. Many answers can be found by using your computer. Others require you to physically go to Walker Library.*

<table>
<thead>
<tr>
<th>Answer Column</th>
<th>Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>What is the URL for the Library Homepage?</td>
</tr>
<tr>
<td>2</td>
<td>Log on to the Library Homepage From the Library homepage, click on <a href="#">Voyager</a>, then <a href="#">About Voyager</a>. What is the answer to the question. <em>What is Voyager?</em></td>
</tr>
<tr>
<td>3.</td>
<td>Return to <a href="#">Voyager</a>. Click on Basic Searches. List five kinds of Basic Searches you may do.</td>
</tr>
<tr>
<td>4.</td>
<td>Return to the <a href="#">Library Homepage</a>. Click on <a href="#">Research Gateway</a>. What are two starting points for articles?</td>
</tr>
<tr>
<td>5.</td>
<td>Return to the <a href="#">Library Homepage</a>. Click on <a href="#">Help</a>, then <a href="#">FAQ</a>. List 4 questions asked here that you think you will need to know the answer to.</td>
</tr>
<tr>
<td>6.</td>
<td>Name 2 places you can find a floor plan of the library?</td>
</tr>
<tr>
<td>7.</td>
<td>Where in the library can you check out a book?</td>
</tr>
<tr>
<td>8.</td>
<td>Use the <em>about the library section</em> of the Library <a href="#">Homepage</a> to describe both where reserves is located and what is located in reserves.</td>
</tr>
</tbody>
</table>
9. Use the about the library section of the library home page to find out
   a. how many computers are available for student use and where they are located.
   b. how to check out a laptop computer

10. Call number __________________
    Title ____________________________
    Explanation of how to check it out.
    The call number indicates the specific location of a book in a library. In the Dewey Decimal System, the call number is made up of numbers and letters in a certain combination. The first three numbers refer to the broad class to which the book is assigned. It provides a location key as well. The call number is on the spine of the book.
    Go to the floor in the library that contains books with call numbers in the 700’s. Find a book with a 712 call number and fill in the blanks as directed.

11. Call number __________________
    Title ____________________________
    Author __________________________
    Publisher _________________________
    Status __________________________
    Use the guided keyword search in Voyager Catalog to find a book about brain research and learning.

12. Call number __________________
    Title ____________________________
    Publisher _________________________
    Status __________________________
    Use author search to find a book by James E Zull

13. Call number __________________
    Title ____________________________
    Authors __________________________
    Publisher _________________________
    Status __________________________
    Use a title search to find the book Cultural Literacy: What Every American Needs to Know.
<p>| | | |</p>
<table>
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</thead>
<tbody>
<tr>
<td><strong>14.</strong></td>
<td>Use <em>about the library</em> to find the following about the reference section of the library. Explain what kind of material is found in the Reference and what is added to the call number.</td>
<td></td>
</tr>
<tr>
<td><strong>15.</strong></td>
<td>Go to the reference area of the library. <strong>Look on the shelves</strong> and find a book with the call number <strong>R 305 st2</strong>. Write the title in the answer column.</td>
<td></td>
</tr>
<tr>
<td><strong>16.</strong></td>
<td>Repeat this process for the book with the call number <strong>R 817.503 N59e</strong>.</td>
<td></td>
</tr>
<tr>
<td><strong>17.</strong></td>
<td><strong>Use about the library</strong> to determine what other libraries and archives are cataloged. List 3 that you might use.</td>
<td></td>
</tr>
<tr>
<td><strong>18.</strong></td>
<td>Use <em>about the library</em> to find where Periodical Area of the library is located.</td>
<td></td>
</tr>
<tr>
<td><strong>19.</strong></td>
<td>Periodicals are shelved, alphabetically by title in several areas. Explain the four areas.</td>
<td></td>
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<tr>
<td><strong>a.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>b.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>c.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>d.</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>20.</strong></td>
<td>Use Voyager to determine the following:</td>
<td></td>
</tr>
<tr>
<td><strong>a.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>b.</strong></td>
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<td></td>
</tr>
<tr>
<td><strong>c.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>d.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>21.</strong></td>
<td>In the periodical section of the library, locate the bound volumes of <em>Ebony</em></td>
<td></td>
</tr>
<tr>
<td><strong>a.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>b.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>c.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22.</td>
<td>Locate the current issue of <em>U.S. news &amp; world report</em>. Give(a) date and (b) description of what is on cover.</td>
<td></td>
</tr>
<tr>
<td>23. Choose <em>Database Description</em>, then <em>Reader’s Guide Retro and start</em>. What dates are covered in the database?</td>
<td>Electronic Periodical Indexes such as <em>InfoTrac OneFile</em> and <em>OmniFile</em> do not include periodicals and journals before the early 1980’s. If you want articles from earlier periodicals you will need to use <em>Reader’s Guide</em>. You can find <em>Reader’s Guide</em> on the shelf in the reference area or you can use a new database call <em>Reader’s Guide Retrospective</em>. To get to <em>RG Retro</em>, log onto OmniFile and choose “open database selection area.” Click on <em>Help</em>.(on left)</td>
<td></td>
</tr>
<tr>
<td>24. Number of periodicals indexed? Subject Author Title of Article Name periodical in which it is located Date of issue in which the article appears Number on which it may be found Is it illustrated? Does it have a bibliography?</td>
<td>In the Database Selection area of OmniFile check only <em>Reader’s Guide Retro</em>. Limit your search to the years between 1960 and 1970. (Or get Reader’s Guide on the shelves and choose a volume in the 1960-70’s. Find an Article about <em>Civil Rights</em> and fill in the spaces.</td>
<td></td>
</tr>
<tr>
<td>25. Number of periodicals indexed? Number of periodical references to brain research?</td>
<td>Reader’s Guide indexes about 300 different periodicals. Our library has electronic databases with a wider scope than Reader’s Guide. Using the Research Gateway, log on to <em>Info Trac Onefile</em>. How many periodicals are indexed? Connect to <em>InfoTracOnefile</em> There will be a space to type in your subject. Type in <em>brain research</em>.</td>
<td></td>
</tr>
<tr>
<td>26. Title of article Title of periodical Date of periodical</td>
<td>List a full citation for one of the periodical articles on brain research.</td>
<td></td>
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<tr>
<td>27.</td>
<td>From the Research Gateway, see Subject Guides to Periodical Indexes / Other Information Sources. Select Newspapers. List four databases available to find newspaper articles.</td>
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<tr>
<td>28.</td>
<td>Often you may want to use more subject specific indexes. From the Research Gateway Choose two Subject Guides. List some links that you find there.</td>
<td></td>
</tr>
<tr>
<td>29.</td>
<td>OnmiFile is searchable by subject specific databases. Log onto OnmiFile and list 3 subject specific databases.</td>
<td></td>
</tr>
<tr>
<td>30.</td>
<td>From the Library Homepage or Research Gateway choose Quick References. Choose two links List some links that you found there.</td>
<td></td>
</tr>
<tr>
<td>31.</td>
<td>Explore all floors of the library looking for the IDEAL place to study. Explain where it is.</td>
<td></td>
</tr>
</tbody>
</table>
Library Assignment #2

Instead of using the pages in your textbook (3rd edition), we will use the draft for this chapter for the 4th edition. You can download it from your syllabus or by clicking on the 4th edition textbook above.

Read and carefully work all assignment pages 1-19. There will be a note to MTSU Students: Begin here for Assignment 2

*You may want to complete assignment #4 before you work on #3.

Library Assignment #3

For assignment 3 use will also use the 4th edition draft you printed. Assignment 3 is page 20-25 as marked on your print out.
Library Assignment #4
Using Subject Database on the Gateway

The following exercises are to acquaint you with the type of things you can do with databases found in the Subject Databases Gateway, and Omnifile. The instructions that follow each question walk you through some of the databases from history, languages and literature, psychology, and biology used at MTSU. The procedure will be similar on most databases.

1. Find an article on the Deerfield Massacre.
   From the subject databases gateway:
   • Select History under subject guides to periodicals
   • Select America: History and Life
   • In the keyword search box type Deerfield Massacre
   • Click the search button
   • Select Display Full Entry
   • Read the article and answer the following questions.

   Name the journal in which the article was found in. ___________________________
   _________________________________________________________________________
   What was the date of the massacre? _______________________________________
   How many captives returned from Canada? _________________________________

2. Go back to the Gateway
   • Select Psychology from the under subject guides to periodicals
   • Select Psych Info
   • Type dendrites in the find box, then click the search button
   • Answer the following questions

   How many articles does this database have on dendrites? _______

   Click on several of the articles and read the abstract. From your reading of the abstracts, you should now have some idea of what an abstract is.

   What is an abstract?

   If there is no link to full texts. How can you find the article you need?
3. **Go back to the Gateway**
   - Select Biology
   - Select Medline
   - Read the description of what Medline provides.
   - Why would this be a better resource than InfoTrac Onefile for finding information about sleep apnea and diabetes?

Click on Medline and type sleep apnea in the find blank. Click on search.

How many entries are there? ________________

Now type diabetes in the and blank. Click on search.

**How many entries are there now? ________________**

**Study the section under Refine Search. Name some other ways you could have limited your search.**

4. **Now return to the Subject Database Gateway**
   - Select Literature from the under subject guides to periodicals
   - Select Literature Resource Center
   - Do a title search for The Lottery
   - Click the button for any words entered
   - Then choose to narrow your search by entering the author’s name Shirley Jackson
   - Click the button for any word entered or exactly as entered
   - Click either green search button to continue
   - Read the overview by Jennifer Hicks and answer the following questions

When was the story published? ___________________________________________

In her overview, Hicks references an article by Geoffrey Wolff who suggests certain details allow us to identify with the town's lottery day, and to feel as if we are a part of their community. Name some of these details.
5. Now go to OmniFile.
   - Log on to do an Advanced Search.
   - From Database Selections check Humanities Full text and Library Lit & Inf Full Text.
   - Search for The Lottery.
   - In the “and” blank type Shirley Jackson.
   - Then click start.
   - From the list of articles displayed choose Griffin, A. A. Jackson's The lottery.

This article appears in
Name of Journal__________________________
Volume ________________________________
Date ___________________________________
Page___________________________________

What is the purpose of the abstract?

Click on the full text icon.
The last paragraph says that “although civilized people may no longer hold lotteries,” what does Jackson’s story illustrate?

When is it more appropriate to do a subject specific search rather than using InfoTrac OneFile basic search?
Library Assignment #5

Floor Plan Exercise

Print a library or obtain a booklet from the front desk of the library lobby and do the following on that floor plan.

1. Mark the **Reference Area** with a #1 and at least 3 things you can do here. (Write on floor plan)
   - _______________________________________________________________
   - _______________________________________________________________
   - _______________________________________________________________

2. Mark the **Circulation desk with #2.** In the Margin beside it explain how to check out a book.
   - _______________________________________________________________

3. Mark with #3 at least *four different places* in the Library you can use a **computer workstation.**

4. Mark the **Periodicals** area with #4. On the floor plan explain how to find older periodicals and recent ones.
   - _______________________________________________________________

5. Mark the **Copy Center** with #5. Also put #5 anywhere else you found a copier. In the copy center write the price of a copy.
   - _______________________________________________________________

6. **Book Stacks** are found on each floor. Mark #6 on the book stacks and label what call numbers are found there.

7. **Study Areas** are also abundant in the new library. Mark with #7 three study areas you think will work well for you.
10 points on test—not bonus.
Bring complete to test and staple to test when you turn it in.

Directions

The Birthday Sheet

DIRECTIONS FOR BIRTHDAY SHEET:
1. Go to the Microtext area in your library.

2. Secure microtext of the New York Times for the day and year of your birth.

3. Use the Birthday Sheet on the following page to fill in the following information:
   a. Volume number, date and price at the top of the page.
   b. Headline in large letters as it appears in the paper.
   c. Front page story about the headline. (Write a summary or tell about this article.)
   d. Editorial page news --choose one article to write about or give a summary.
   e. Write the name of the President and Vice President on the day that you were born. (If you can’t find either in the paper, search other sources for who it was.)
   f. Famous people in the news look through the entire paper to find names in the news. List some.
   g. Department store prices are scattered throughout the paper. Find some and give a few examples.
   h. Use the newspaper index to locate the TV section. List some shows that were playing on that day.
   i. Use the index to locate the weather news. It is probably also given on the front page at the top. What was the weather like the day you were born?

4. If you have difficulty in locating any of the above, talk with your instructor about substituting categories.
The New York Times

Headlines of the Day

Write a short summary of a front page story

US President_________
Vice President_________
(If you can’t find in paper, look somewhere else)

Famous People in the news today

Department Store Prices

Write a short summary of an editorial or letter to editor

TV Shows

Weather News for Day
Score Sheet for Library Projects
Attach this sheet to each assignment.

Name__________________________ Class time_________________

<table>
<thead>
<tr>
<th>Score</th>
<th>Date</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>#1 Scavenger Hunt</td>
</tr>
<tr>
<td></td>
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<td>#2 Draft pages 1-19</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#3 Draft pages 20-25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#4 Subject Database on the Gateway</td>
</tr>
<tr>
<td></td>
<td></td>
<td>#5 Floor Plan</td>
</tr>
</tbody>
</table>

Total
