



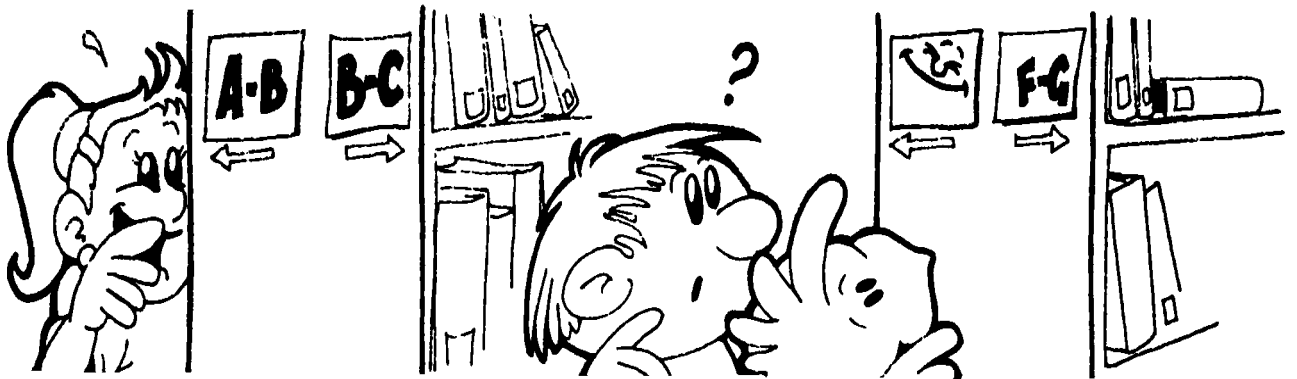
**E-book Code:
REAU1011**



For Years 4 - 7

Library Skills

Effective use of the school library



Written by Susan Levy. Illustrated by Rod Jefferson. © Ready-Ed Publications - 1996.
Published by Ready-Ed Publications (1996) PO Box 276 Greenwood Perth Australia 6024
E-mail: info@readyed.com.au Web Site: www.readyed.com.au

COPYRIGHT NOTICE

Permission is granted for the purchaser to photocopy sufficient copies for non-commercial educational purposes. However, this permission is not transferable and applies only to the purchasing individual or institution.

ISBN 1 86397 119 X

TABLE OF CONTENTS

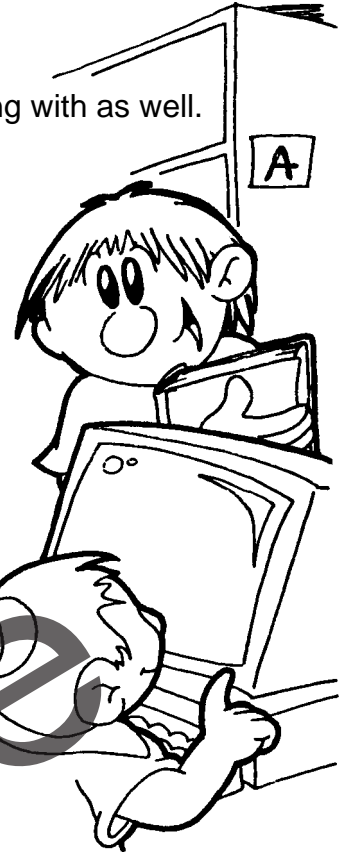
What's in a Library?	5
The School Library.....	6
Your School Library.	7
Not Just Books.	8
Reference Books.	9
Which Reference Book?	10
The Set of Encyclopedias.	11
Using an Atlas.	12
Famous People.	13
Something in Common.	14
The Vertical File.....	15
The Online Catalogue.	16
Finding Books on the Subject.	17
The Dewey Decimal System.	18
Dewey Decimal Numbers.	19
Alphabetical Order 1.....	20
Alphabetical Order 2.....	21
Alphabetical Order 3.....	22
Alphabetical Order 4.....	23
Numerical Order.	24
Parts of a Book 1.	25
Parts of a Book 2.	26
What is a Blurb?	27
Fiction Finder Quiz	28
General Knowledge Quiz 1.	29
General Knowledge Quiz 2.	30
General Knowledge Quiz 3.	31
General Knowledge Quiz 4.	32
General Knowledge Quiz 5.	33
Search Strategy.	34
Cooperative Programme Planning for Teachers.....	35
Library Skills Request for Teachers.	36

WHAT'S IN A LIBRARY?

A library contains mainly books.
But there are other things for reading, looking at, listening to or playing with as well.

- List some of them here.

.....
.....
.....
.....



There are two kinds of books.

FICTION is the name given to story books of all kinds. Fiction means something which is made up from imagination, rather than about real people. Most fiction in your library is in novels. Some kinds of fiction are:

ADVENTURES ANIMAL STORIES LOVE STORIES
SCIENCE FICTION SCHOOL STORIES

- Find out the names of four fiction books and write their names here.

.....
.....
.....

NON-FICTION is the name given to books about real people, places and things. Some kinds of non-fiction are:

HISTORY SPORT COOKING TRANSPORT
DICTIONARIES DINOSAURS ART SCIENCE

- Find out the names of four non-fiction books and write their names here.

.....
.....
.....

NOT JUST BOOKS

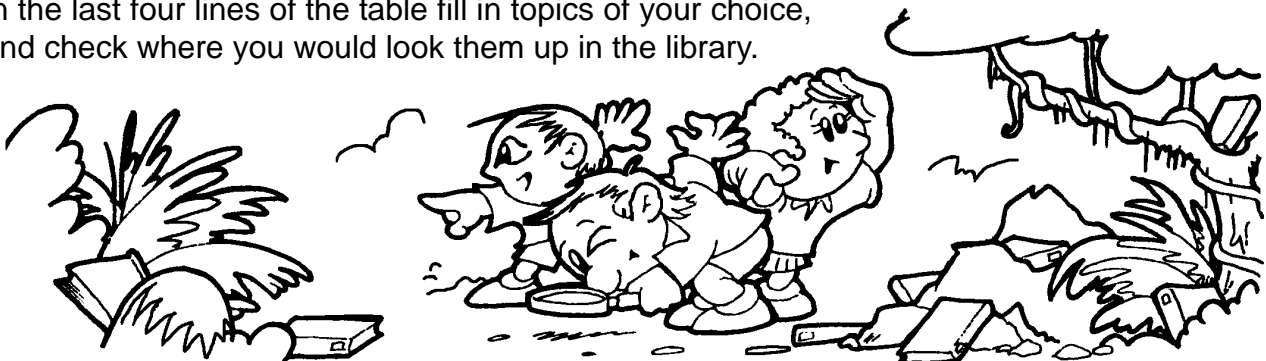
The library contains masses of information in places other than in books. Name some of these other sources of information.

.....

Where you look for information will depend on what you want to know.
 For each topic listed below, put a X in the table for each likely source of information.
 The column on the far right is for other sources which you may have.

	Non-fiction	Reference	Magazines	Vertical File	Newspapers	Video / DVD	Internet	CD-ROM	
Climate of Japan									
Fashions for next season									
Recipes for chocolate cake									
Tropical rainforests									
Aeroplanes									
Rock music									
Keeping canaries									
Scuba diving									
Garden weeds									
World War II									
Intelligence testing									
Antarctic exploration									

In the last four lines of the table fill in topics of your choice, and check where you would look them up in the library.



FAMOUS PEOPLE

- Use a general encyclopedia or other reference book in your library to find out about some famous (real) people in the following categories.

Find out the person's name, date of birth (and date of death, if no longer living), and what he or she did to become famous.

1. A sportsman or woman, still playing.

.....
.....

2. A sportsman or woman, no longer playing.

.....
.....

3. A songwriter or composer.

.....
.....

4. A spiritual leader or saint.

.....
.....

5. A king.

.....
.....

6. An engineer.

.....
.....

7. A famous child.

.....
.....

8. An explorer.

.....
.....



GENERAL KNOWLEDGE QUIZ 1

NAME:

Use your knowledge of the library to provide answers for these questions.

1. Who invented bifocal lenses for spectacles?
2. What is the seventh book of the Old Testament of the Bible?
3. Name the members of the rock group called The Beatles.
4. Who wrote the novel Don Quixote?
5. What is jute?
6. How long is the River Nile?
7. What is the modern name of the country formerly called Burma?
8. Who was Mata Hari?
9. How do peanuts grow?
10. What do the initials LASER stand for?
11. Who invented the saxophone?
12. What is a fez?
13. Who is captain of our country's cricket team?
14. Which is the odd one out: **Trombone - Flute - Cornet - Trumpet**?
15. Which country has Tagalog as its official language?

