

LIBRARY ORIENTATION



Sierra Vista
Junior High School

OUR STAFF

WELCOMES YOU..



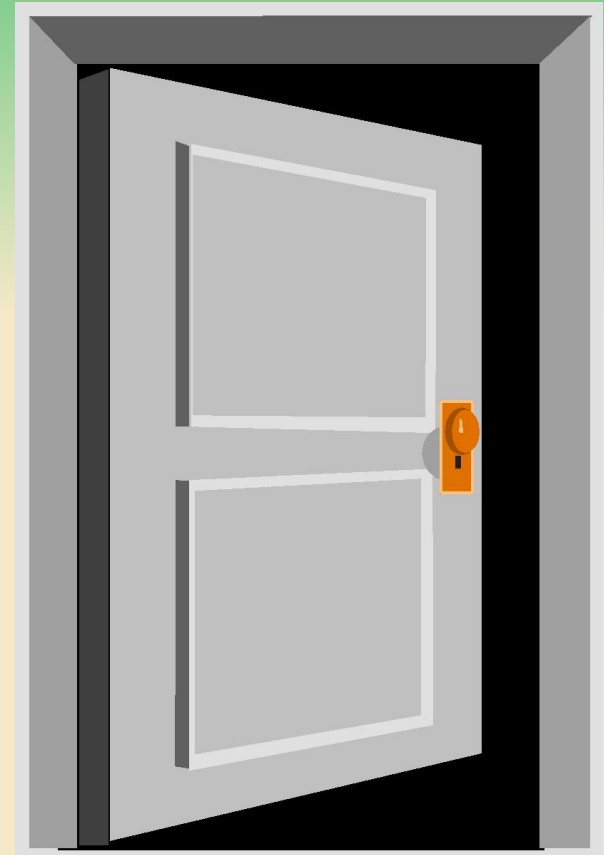
Mrs. FULLEMAN
Teacher Librarian



Mrs. KULESZ Library
Media Technician

LIBRARY HOURS

- ▶ Open at 7:15 A.M.
- ▶ Brunch
- ▶ Lunch
- ▶ After School until 2:30 p.m.



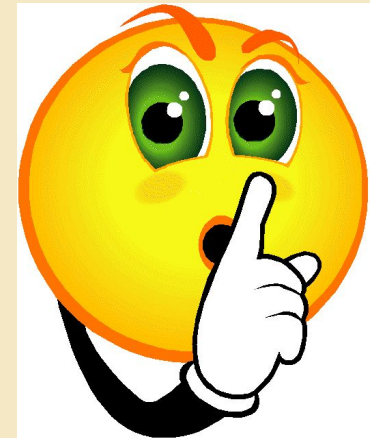
YOUR LIBRARY MEDIA CENTER IS USED FOR...

- ▶ Studying
- ▶ Reading
- ▶ Borrowing books and magazines
- ▶ Research



IT IS NOT FOR...

- ▶ Eating
- ▶ Drinking
- ▶ Chewing Gum
- ▶ Socializing
- ▶ Disturbing Others
- ▶ Cell Phone Use

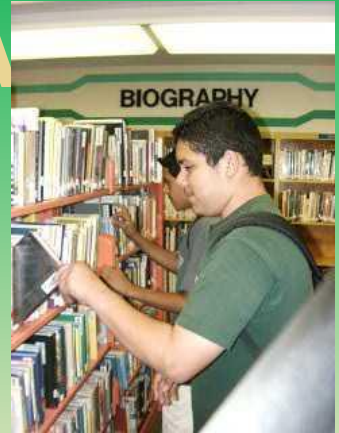


POSSIBLE CONSEQUENCES FOR BREAKING LIBRARY RULES



- ▶ Verbal Warning
- ▶ Asked to leave the library
- ▶ Referral to the Assistant Principal

HOW TO CHECK OUT MATERIAL



- ▶ You MUST Have Your ID Card
- ▶ Select the material you wish to check out – Use Our Library Catalog Computer to search for books. The **Call Number** tells you where to find the book in the library
- ▶ Bring the book and your ID Card to the Circulation Desk

CHECKOUT POLICIES



- ▶ Books are checked out for **three weeks**
- ▶ Books can be renewed on or before the due date
- ▶ Due Dates are always Mondays
- ▶ You may borrow up to six books at a time
- ▶ Magazines and reference materials may be checked out overnight only
- ▶ We can “Hold” library items for you



OVERDUE BOOKS

- ▶ If your books are overdue, then you are on the “Loss of Privileges” list. This is also known as the LOP list.
- ▶ Students on LOP are not allowed to checkout library materials. They are also not allowed to go to dances or participate in school fun activities.
- ▶ To get off the LOP list, just return or renew your books. You do not have to have your ID card to renew a book.
- ▶ **THERE ARE NO LATE FEES!** You only pay if you lost or damaged the book.

Destiny Quest & One Search

You can see what books you have checked out and when they're due. This will help you stay off the LOP list. You may also put books on hold for yourself, write book reviews, "friend people", search our databases and more with Destiny Quest and One Search.

1. Go to <http://destiny.hartdistrict.org>
2. Click on "Sierra Vista JHS"
3. Click on "Login" in the upper right hand corner
4. Username = ID # Password = 6 digit BD

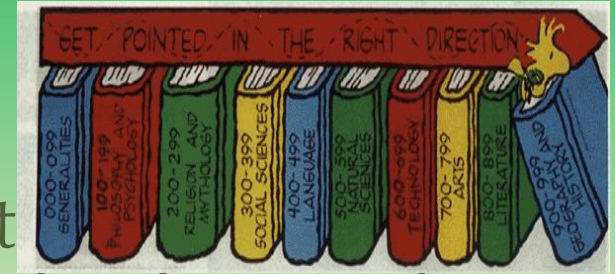


COMPUTER USE

- Computer use is for school related work only. This includes e-mail.
NO GAMES!
- One person at a time on the computers
- You must follow our Acceptable Use Policy in your binder reminder at all times. THIS POLICY LISTS THE COMPUTER RULES

SECTIONS OF THE LIBRARY

- Nonfiction – shelved by subject
- Fiction – shelved by author
- Biographies
- Reference – Overnight checkout
- Magazine Cabinets – Overnight checkout only – one magazine checked out at a time
- Textbooks – for doing your homework
- Career Section
- Graphic Novels – comic books
- Story Collection – books with short stories
- Spanish Section – Libros en Español
- Easy Fiction – 32 page picture books



THE DEWEY DECIMAL SYSTEM

- ▶ All of our non-fiction books are arranged on the shelf by in Dewey Decimal Order
- ▶ Melvil Dewey is the name of a librarian who lived in the late 1800's. He invented a way to shelve books by subject (what they're about)
- ▶ There are 10 sections, from 000 to 999

ITEMS THAT YOU MAY BUY AT THE LIBRARY

Sold at the Circulation Desk

- ▶ Poster board - \$1.00; 1/2 sheet - .50
 - ▶ Pens or pencils - .25 each
 - ▶ Glue Sticks - .50 each
 - ▶ 4-Color pen – 3.00 each
 - ▶ Comb Binding of projects - \$1.00
 - ▶ Photocopies - .10 each page (black and white only)
 - ▶ Computer print-outs - .10 each page, .25 for color
 - ▶ Composition notebooks - \$4.00 each
 - ▶ Plastic 3 ring binders - \$4.00 each
 - ▶ Laminating - .50 to \$1.00 depends on size of item
 - ▶ Flash drives - \$10.00
 - ▶ Earbuds - \$2.00 each
- AND MORE!



Library Contests – All students must submit entries for a grade in English and the chance to win a prize from the Library



7th Grade Bookmark Contest in the spring



8th Grade Poster Contest in the fall

Lunchtime Presentations Fun and Educational Shows

**“Civil War
Re-Enactor”**



“Fun with Math”



“Creepy Creatures”

**“Career
speakers”**



**“Japanese
Tea Ceremony”**



“African Storyteller”

WELCOME TO THE SIERRA VISTA LIBRARY!

All of this information is also on the
Sierra Vista Library Home Page