

Archdiocese of Philadelphia



Library Guidelines

Grade 6

2005

**Library/Reference Skills
Grade Six**

STANDARDS	CONTENT/TOPIC	SKILLS	EXAMPLES	ASSESSMENT
PA 1.1; 1.3; 3.2 Citizenship	Review library holdings	Identifies types of books found in library Identifies arrangement of books Identifies the author, title, subject and keyword search features of electronic resources Identifies vertical file (if applicable) Identifies non print Identifies periodicals, bound and computerized references Identifies a variety of formats (print, graphical, audio, video, multimedia, web-based) Identifies a variety of resources such as school, public or community resources	Scavenger hunt for holdings; as listed Match vocabulary words to definitions Discuss why print and non print media communications are directed toward specific listeners and viewers Guided selection with book talk/report Trips to local public library Train student volunteers to assume librarian's role	Oral Checklist Observation
PA 1.3; 2.1 Organization	Review materials provided by information networks and electronic databases Review cross reference Review Dewey Decimal System Review Library of Congress System Review Boolean operators	Understands that reference material is available in a variety of formats (e.g. print, electronic, online) Identifies CD ROM databases Identifies reference databases, Access PA, and Power Library Identifies cross references (see and see also) Identifies Internet search tools Understands purpose of the Dewey Decimal System to pull together same subject and literary form Identifies Dewey Decimal Classification headings and is familiar with books found in each class	Oral questioning Use the computer to access electronic databases, and Internet Use Boolean operators in the search process Use projector to see easy and expanded search options (if applicable) Visit Library of Congress website Create an author card	Oral Visual observation

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		Identifies Library of Congress system (where, what, and access to) Identifies Boolean operators, keywords, and subject terms (e.g., “AND,” “OR,” “NOT”)		
PA 2.1; 2.3 Selection and Utilization	Review parts of a book Introduce Acknowledgments, Graphics, Footnotes, Endnotes, Appendix, Bibliography, and Sources Review electronic sources and online catalog access	Identifies words and definitions for parts of a book Uses book parts Identifies materials and select formats based on information need (nonprint) Understands the authority of an online information source to determine the author’s qualification to be an expert about a topic Recognizes how to access electronic resources at school and from home Follows acceptable use policy for electronic resources	Research projects Use books to identify helpful parts of a book as needed to collect information Use questioning, brainstorming, and webbing to identify what is needed Determine usability of table of contents, indexes, headings, and subheadings Examine various print, nonprint, and electronic resources	Evaluate effectiveness of sources by using a rubric Computer Research
PA 1.2; 1.3; 2.1; 3.2; 3.3 Comprehension	Review reference books Introduce <i>Book of Quotation</i> , <i>Gazetteer/Geographical Dictionary</i> <i>Readers’ Guide to Periodical Literature</i>	Identifies: Dictionary, Thesaurus, Encyclopedia, Atlas, Almanac, Catholic Almanac, Books of Quotations, Gazetteer, Specialized Dictionaries, and Encyclopedias Identifies qualities of a useful encyclopedia, signed and unsigned articles, general characteristics, and when to use an encyclopedia Recognizes use of Readers’ Guide to find periodicals	Reference quest to know which book will access information the quickest Show visual examples of Readers’ Guide Have students identify reference used when doing reports and research	Written reports Oral reports Rubrics for research

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		Recognizes on line Readers' Guide (if applicable) Identifies and uses other computer reference databases (Access PA and Online encyclopedias)		
	Review Works Cited Review MLA Review plagiarism Review note-taking and paraphrasing Review outlining Introduce endnotes and footnotes	Can cite sources in correct format (using MLA (Modern Language Association)) for books, magazines, reference books, interviews, and Internet Understands plagiarism and its implications Can understand, recall, interpret, summarize, and paraphrase material presented Recognizes how to construct endnotes and footnotes to prevent plagiarism Understands term "common knowledge"	Do research project (through cooperative planning with teacher) include Works Cited Revise and edit project information Have students use Noodle-Tools website (NoodleBib MLA Starter) Practice safe, responsible, ethical and legal use of materials	Skills projects
	Introduce APA	Identifies APA as American Psychological Association Used when citing science projects Identifies differences between MLA and APA	Use Science Fair as project to integrate APA style	Rubric
PA 2.2; 2.3; 3.2; 3.3 Presentation and Appreciation	History of a book and writing	Understands ancient timeline of book evolution Understands oral and written tradition Identifies famous people in books (Guttenberg, Franklin, Dewey, and Carnegie) Role of monks, monasteries, and bible in early books	Games to recognize important events/people in book history	Oral Checklist Observation

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		Understands history of pen, feather, and steel nib		
	Author study	<p>Discovers biographical information about an author</p> <p>Identifies books an author has written</p> <p>Recognizes genre of book</p> <p>Recognizes databases for author research</p> <p>“Author Quest”</p>	<p>Have students choose author to study</p> <p>Read selected works in Lit Circle/Small group format</p> <p>Write to authors</p> <p>Do project related to author</p>	<p>Book talks</p> <p>Literature Circle</p> <p>Summary activity</p>
	Review Copyright Law, “fair use,” and “public domain”	<p>Identifies Library of Congress as place to obtain copyright</p> <p>Identifies copyright as protection by law</p> <p>Identifies “fair use” relationship to computer databases</p> <p>Understands the concept of intellectual property</p> <p>Understands “public domain”</p> <p>Understands how to evaluate library</p> <p>Understands rights copyright gives</p> <p>Understands “fair use” as our right to use copyrighted materials</p> <p>Understands copyright and the Internet</p> <p>Knows term “public domain”</p>	<p>Debate forum and/or kids’ court to discuss rights of both parties</p> <p>http://www.loc.gov/, Library of Congress home page</p>	<p>Oral</p> <p>Checklist</p> <p>Observation</p>