

**Library/Reference Skills
Grade Seven**

STANDARDS	CONTENT/TOPIC	SKILLS	EXAMPLES	ASSESSMENT
PA 1.3; 1.1 Citizenship	Review Library holdings	Identifies types of books found in library Identifies arrangement of books Identifies vertical file (if applicable) Identifies non print Recognizes periodicals, bound and computerized references Identifies librarians role	Scavenger hunt for holdings; as listed Match vocabulary words to definitions Guided selection with book talk/report Train student volunteers to assume librarian's role	Oral Checklist Observation
PA 3.1 Organization	Introduces materials provided by information networks and electronic databases Review Library of Congress System Recognizes special dictionaries and reference Review decimal usage in Dewey Decimal System	Recognizes CD ROM databases Recognizes reference databases Access Pa and Power Library Recognizes Internet search tools Understands Library of Congress System (where, what, and access to) Identifies Catholic Almanac, Catholic Encyclopedia, Book of quotations, Gazetteer, and specialized dictionaries and encyclopedias	Oral questioning ID information Use projector to see easy and expanded search options (if applicable) Visit Library of Congress website Create an author card	Oral Visual observation
PA 2.2 Selection and Utilization	Parts of a book Acknowledgments Graphics Footnotes Endnotes Appendix Bibliography sources	Recognizes words and definitions for parts of a book Uses book parts Recognizes copyright as protection by law Understands "fair use" relationship to computer databases Understands "public domain"	Research project Use books to identify helpful parts of a book as needed to collect information Question and answer	Hands on activities Observation

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PA 3.2 Comprehension	Reference books	Identifies: Dictionary, Thesaurus, Encyclopedia, Atlas, Almanac, Catholic Almanac, Books of Quotations, Gazetteer, and Specialized Dictionaries and Encyclopedias Understands use of Readers' Guide to find periodicals Recognizes on line Readers' Guide (if applicable) Identifies other computer reference databases (Access PA and Online encyclopedias)	Reference quest to know which book will access information the quickest Show visual examples of Readers' Guide Show Icons have students identify reference to be used	Written Oral Rubrics for research
	Works Cited MLA in-depth	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 do endnotes and footnotes Can construct endnotes and footnotes to prevent plagiarism Understands term "common knowledge"	Do research project include Works Cited (through cooperative planning with teacher)	Skills projects
	APA introduce	Identifies APA as American Psychological Association Used when Works citing science projects Identifies differences between MLA and APA	Uses Science Fair as project to integrate APA style	Rubric

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PA 2.2 Presentation	Author study	Discovers biographical information about an author Identifies books an author has written Recognizes genre of book Recognizes databases for author research "Author Quest"	Have students choose author to study Read selected works in Lit Circle/Small group format Do project related to author	Book talks Literature Circle Summary activity
	Copyright Law	Recognizes Library of Congress as place to obtain copyright Understands rights copyright gives Understands "fair use" as our right to use copyrighted materials Understands copyright and the Internet Knows term "public domain"	Debate forum and/or kids' court to discuss rights of both parties	Oral Checklist Observation
	Book Awards	Identifies Newbery, Caldecott, Coretta Scott King Identifies Regina Medal as Catholic Book Award Identifies authors that have won Regina Medal Understands benefits of winning book awards Identifies award winning books in the library	Discuss various medals and implications Guided selection/integrated lessons with/ILA to read Medal winning works	Book talks Book reports Author studies