

ESL LIBRARY READINESS ASSIGNMENT

Name: _____

Due Date: _____

Complete this assignment with your ESL class instructor before attending a library orientation.

A. Getting Help in the Library

The City College Rosenberg Library has several **service desks** on the fourth floor. They are called the **Reference Desk**, **Periodicals Desk**, and **Circulation Desk**.

Fill in each blank with the name of the service desk you would go to if you have a question about...

| | Service Desk |
|-----------------------------------------------------------|--------------|
| 1. how to get a library barcode for your student ID card. | _____ |
| 2. how to find information about a subject. | _____ |
| 3. how to use a microfilm reader. | _____ |
| 4. how to start your research for a class assignment. | _____ |
| 5. how to borrow library books. | _____ |

B. Library Vocabulary

Fill in each blank with the letter of the definition which best matches each vocabulary term.

| | |
|----------------------------|---------------------------------------------------------------|
| _____ 1. abstract | a. a magazine, newspaper, or journal |
| _____ 2. periodical | b. a summary of a book or an article |
| _____ 3. citation | c. what a book or an article is about |
| _____ 4. book title | d. information you need to find an article in a periodical |
| _____ 5. OPAC | e. the shelves where the library keeps its books |
| _____ 6. subject | f. an electronic catalog of books and other library materials |
| _____ 7. stacks | g. a reel of film on which older periodicals are photographed |
| _____ 8. microfilm | h. the name of a magazine, newspaper, or journal |
| _____ 9. author | i. a person who writes a book or an article |
| _____ 10. periodical title | j. the name of a book |

C. Books in the Library

Read each of these sentences. Fill in each blank with a **T** if the sentence is **true**, or with an **F** if the sentence is **false**. Under each false sentence, write a true statement.

1. Reference books are on the fifth floor of the Rosenberg/Main Library. _____
2. The Reserve Book Room is behind the Reference Desk. _____
3. A Reference Librarian will help you find the books you need. _____
4. You may check out circulating books. _____
5. Libraries use call numbers to arrange books by subject and to show where the books are in the library. _____
6. If you want to borrow a book, you must check it out at the Circulation Desk. _____
7. Circulating books are on the fifth and third floors of the library. _____
8. You may check out reference books. _____

D. Periodicals in the Library

Read each of these sentences. Fill in each blank with a **T** if the sentence is **true**, or with an **F** if the sentence is **false**. Under each false sentence, write a true statement.

1. Current periodicals are on the shelves on the west end of the fourth floor. _____
2. Periodicals are arranged alphabetically by title. _____
3. All periodicals are in print format. _____
4. Yellow binders contain the lists of periodicals that all City College libraries own. _____
5. Periodicals on microfilm are filed in microfilm cabinets by subject. _____

