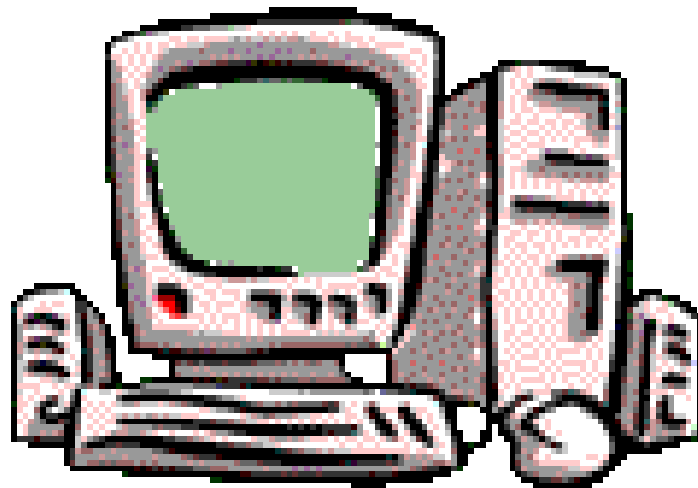
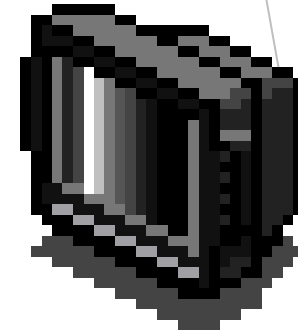
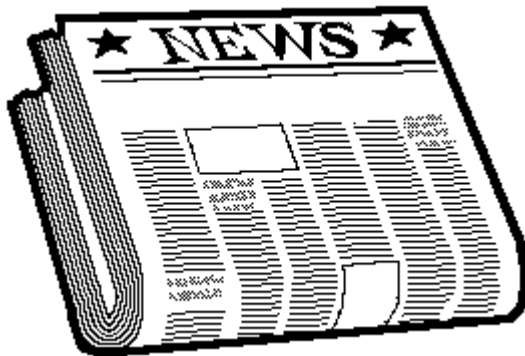


The Library

“Books are the quietest and most constant kind of friends; they are the most accessible and wisest of counselor, and the most patient of teachers.”

Charles W. Eliot

What is Media?



Library Media

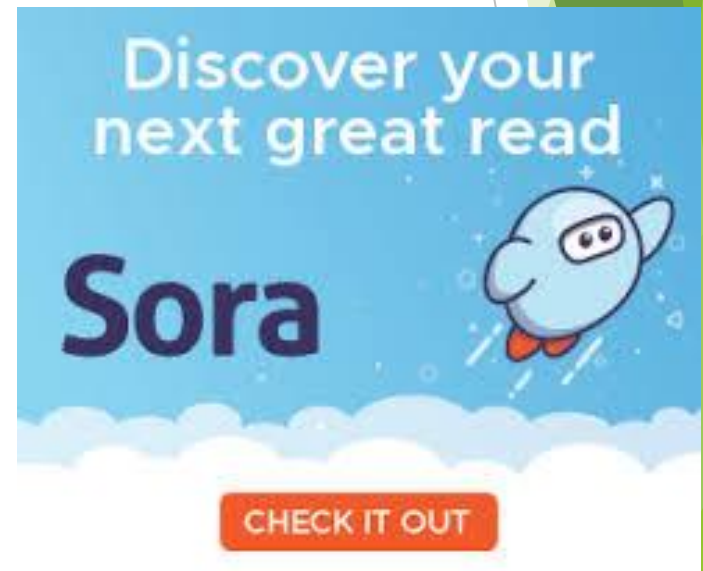
THE DAVIS CLIPPER

► Print

- Books
- Newspapers
- Magazines

► Non-print

- Videos/DVDs
- Internet
- Overdrive



We Want You To
Come In...

But Remember...

Library Rules

- ▶ Treat people and materials with respect.
- ▶ No Food, Candy, Gum or Drinks in the Library.
- ▶ Talk quietly or whisper. No loud, disruptive conversations. Electronic devices are to be muted or headphones used.
- ▶ Chairs are to be pushed in when leaving, all 4 feet must remain on the floor. Couches, chairs, and tables are to be used appropriately. Students are not to sit on the work tables.
- ▶ Books should be returned to their proper locations.
- ▶ The Library is not a hallway, do not pass through.
- ▶ Computer rules are to be followed.

Remember: Coming to the library is a privilege. Please help everyone have a good experience in the library!

Library Hours and Evacuation Information:

Hours

- ▶ Before and After School
 - ▶ Open at 7:45, Close at 3:15 (M-Th)
 - ▶ Open at 7:45, Close at 2:00 (F)
- ▶ Lunchtime
 - ▶ Depends on teacher use
 - ▶ Doors locked when 5 minutes of lunch remain.
 - ▶ Watch for the Open/Closed Signs by the office.
- ▶ During Class (If available)
 - ▶ You **must have a hall pass/library pass** to come during your classes!



Fire Drill Procedure

During a drill students, are to leave the building through the nearest exit. Students are then to proceed to the east field with their teacher.

If during lunch; students are to exit the building and meet up with their last teacher (3rd or 7th period teacher).



How to Check out a book and other library procedures...

Check-out Procedures

- ▶ **Circulation** (Check-out Desk)
- ▶ **ID cards** (Barcode Scanner)
- ▶ **2 week** check-out (**1 renewal** usually possible)
- ▶ Overdue notices are sent by **email**
- ▶ Fines accrue, unpaid fines **do not go away until paid.**
- ▶ Up to **5** total books allowed
- ▶ Periodicals **are available to use in the library.**
- ▶ Reference Books **are available to be used in the library.**
- ▶ Photocopies can be requested for **school projects only!**
- ▶ Check-in at the **drop box.**

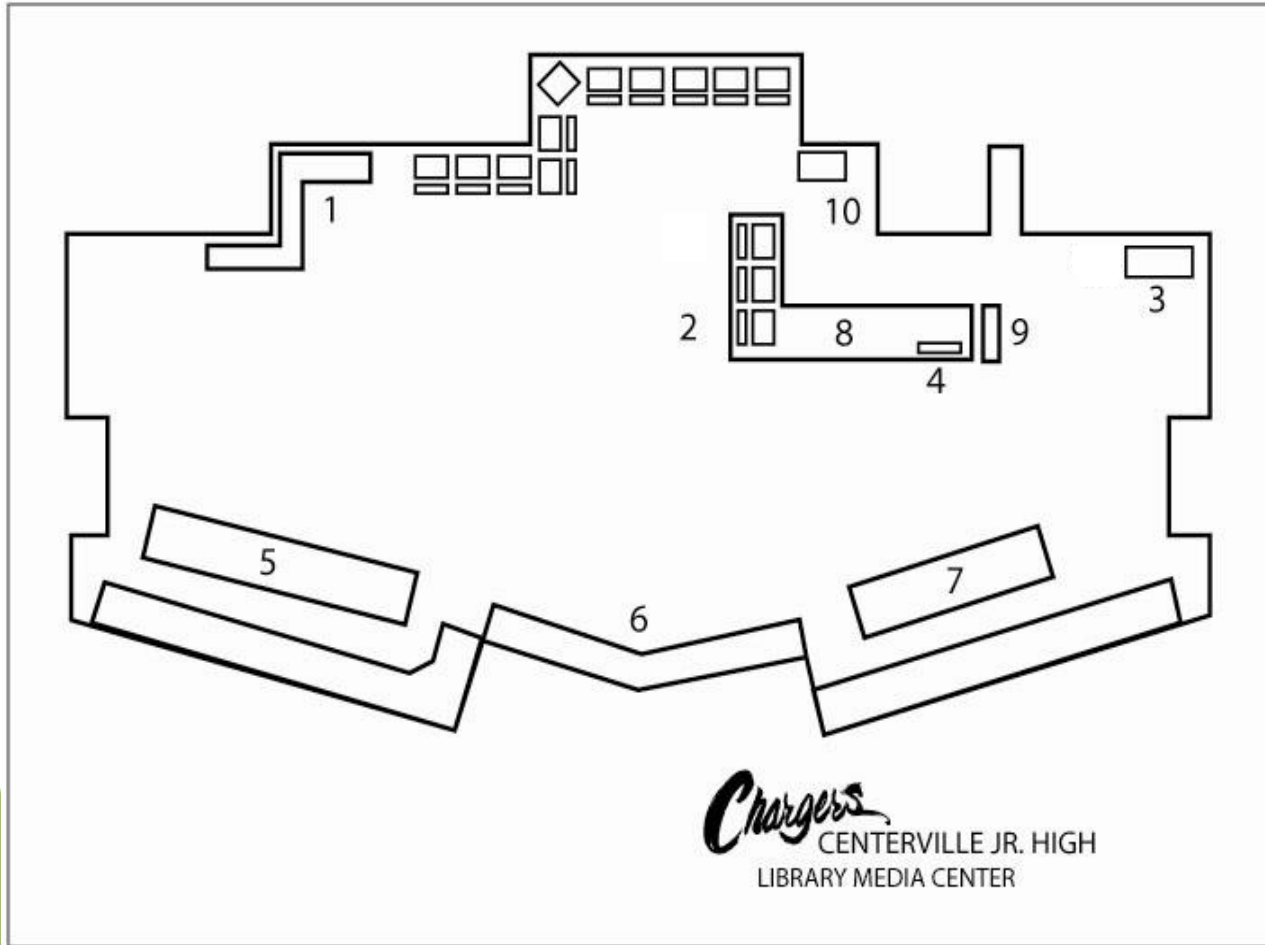
Logging into the Library Catalog: “Destiny Discover”

- ▶ Log-in Name: **Student ID #**
- ▶ Password: **Pin #**

Searching the Library Catalog

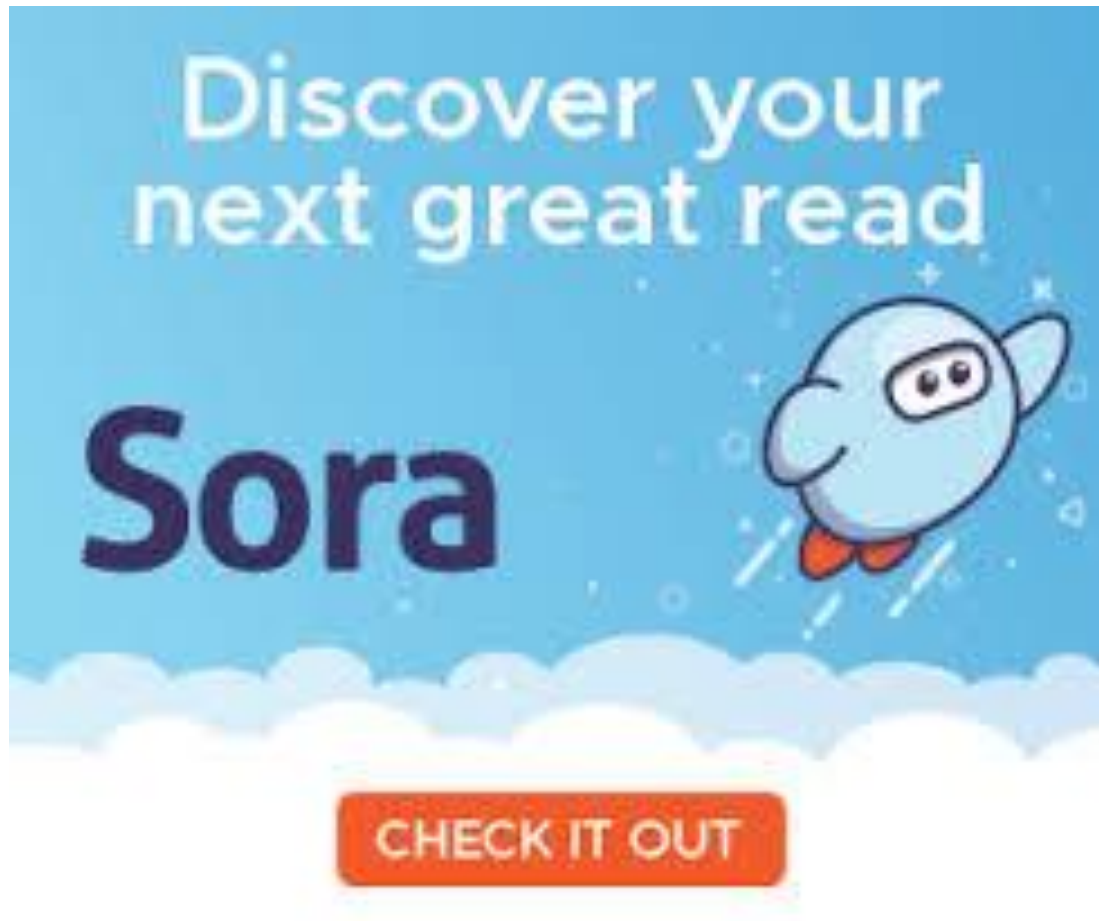
- ▶ Main ways to find a book:
 - ▶ Title
 - ▶ Author
 - ▶ Subject
 - ▶ Keyword*
 - ▶ Series

CJH Library Map & Organization



- Biographies (1)**
- Catalog Computers (2)
- Periodicals (3)**
- Book Drop Box (4)**
- Nonfiction Books (5)**
- Reference Section (6)**
- Fiction Books (7)**
- Circulation Desk (8)**
- Book Cart (9)**
- AP Study Materials (10)**
- Student Computers***

OVERDRIVE SORA



How to Log-in to overdrive SORA: Through the App:

- ▶ Log-in Name: student
username (or full DSD
email)
- ▶ Password: Pin #

How to Log-in to overdrive SORA: To Read Online

- ▶ Log in through your district Office 365 Account.
- ▶ Listed as one of the “more apps”
- ▶ **Very easy to do this way!**

UTAH'S ONLINE LIBRARY

- ▶ State Owned Online Database.
- ▶ Free to UTAH Students and Educators
- ▶ Direct Access from school, password required at home.
- ▶ Excellent Research Site that allows for narrower, more specific searches.



Utah's Online Library

Utah's Online Library Database

2020-2021

Log-In Information:
Ask Mr. Dart or Your
Teacher

<http://onlinelibrary.utah.gov>

Your Library

This library is for use & benefit of the entire Centerville Jr. High community of students, faculty, & staff. Careful use of the materials & equipment is necessary to ensure the benefits for all of us.

Care for it together - Enjoy it together. It belongs to all of us!

Remember: Coming to the library is a privilege. Please help everyone have a good experience in the library!