

Welcome to the Rosa Fort High School Library Media Center



**LIBRARY MEDIA SPECIALIST
CYNTHIA GILL
662-363-1343 (EXT. 3500)
GILLC@TUNICAK12.ORG**

Library Code of Conduct



- No food or drink is allowed in the library.
- You must have a pass form a teacher when visiting from a class.
- Sign in at the circulation counter.
- Use the computers only for school work or projects. Do not play games or access inappropriate websites.
- Remember to keep your voices low while using the library.
- Treat your facility and resources with respect. Leave your table area tidy, and push in your chair when you leave.

Library Hours



- 7:45 AM—3:30 PM Monday—Friday
- The library is open every morning, during lunch, and after school.
- Students can:
 - ❖ Checkout books
 - ❖ Study
 - ❖ Read
 - ❖ Work on homework
 - ❖ Use the computer for research

Library Books

Happy Reading!



- Students may check out 2 books at a time.
- Materials are checked out for two weeks.
- You can renew materials for an extra two weeks.
- Students may not check out books if they have overdue books or owe a fine.
- Students who lose or damage library materials will be billed for the replacement cost.
- Please do not save anything to the desktop because it will be deleted. Email it to yourself or use a USB drive.

Library Information...



- To access the library book catalog (Atrium), go to the Media Center's page on the school's website. Click the pile of books.
- We have 16 computers in the library.
- We have 1 black and white printer.
- We have 1 copier...**STUDENTS ARE NOT ALLOWED TO USE THE COPIERS.**
- We have 54 Barnes and Noble Nooks
- The library uses **MAGNOLIA DATABASES** to help with your research. Go to <http://magnolia.msstate.edu/index.asp> to access the database.

Printers and Printing Policy



- School printers are for school assignments only!
- Try to print back to back.
- Copy and paste to word instead of printing a whole website.