

Beulah High School

Library Media Center
Orientation for Students
2023-2024



Topics to be discussed:

- **Library Hours**
- **Student Use of Library**
- **Rules and Procedures**
- **Checking out Materials**
- **Chromebook Info**
- **Online Resources**
- **Digital Citizenship/Internet Safety**

I am a graduate of Auburn University and the University of West Alabama.

This is my 4th year at Beulah.

I taught English before I became a librarian.

I live in Opelika with my husband and two children who are 6 and 2.

A little about Mrs. Edwards

Hello! I am your library media specialist!

E-mail me at edwards.jill@lee.k12.al.us





Library Media Center Hours 7:45-3:30

The library is open during these hours.
You may come with a pass from a
teacher and a specific purpose.

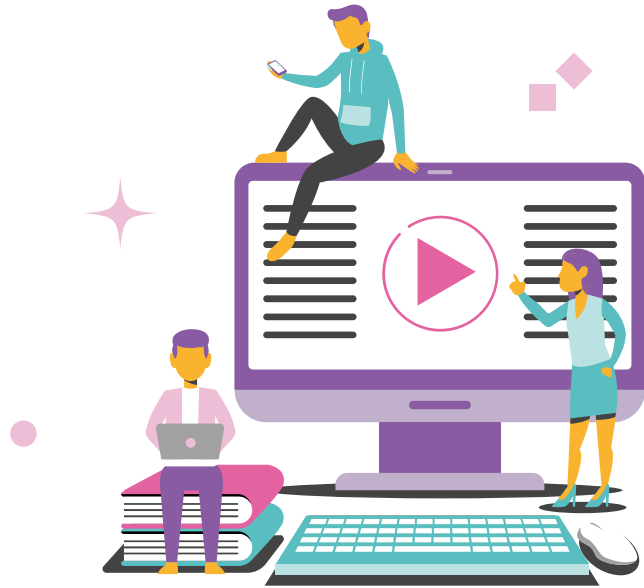


Student Use of Library

- Students may use the library media center for any of the following reasons:
 - Check out/return library book
 - Print
 - Chromebook/ charger issue
 - Work on an assignment
 - Use a desktop computer
- You must come with a pass and sign in at the circulation desk.



Library Rules and Procedures



- No food or drink
- No running; horseplay
- You must come to the library with a pass and a specific purpose
- Please be respectful of others

Circulation of books and materials



- **Library Books:**
 - If you are facing the screen, fiction books and biographies are located on the left and graphic novels, test prep, and nonfiction books are on the right.
 - Newer books are put in the clear cases on top of the shelves.
 - You may check out up to 2 books at a time for a 2 week loan period.
 - Fines no longer accrue; however, if you do not return a book you will have to pay for that book before you can receive a diploma.
- **Textbooks:**
 - Most of your textbooks are online or your teachers have class sets. If you need to check out an individual textbook, or class novel you will do so through the library and those are due at the end of the school year.
- **Calculators:**
 - Calculators are also available for checkout-these will also be due at the end of the year. If you lose one, you will be charged.



Information on Chromebooks/Chargers

- It is **YOUR responsibility** to keep up with the chromebook and charger that you are issued.
- Your parents signed a device policy agreement when enrolling for the school year. ▶
- Fines/insurance are no longer required.
- If you have damage to your chromebook, bring it to the library ASAP.
- If you have misplaced your chromebook, let Mrs. Edwards know ASAP so we can lock it. If it's not found, your parents must fill out an affidavit form.
- Continued/intentional damage could result in disciplinary action by administration and your device privileges could be taken away.
- If your charger is misplaced or stolen, your parent must fill out an affidavit form before you will receive another charger. ■

Your Online Library Resources



Sora

Online library of books available to Lee County students. Check out ebooks to read on any device!



Destiny

This is our school library system. Click on Beulah High School and sign in with your school username and password to search the catalog.



Renaissance

My On, Accelerated Reader, and STAR live in the Renaissance app. Click the icon in Clever under the "For Students" tab on the district website.



Alabama Virtual Library

Click on the icon above to take you to the AVL. You can utilize this site for research on school projects and assignments. Information is from credible, scholarly sources!

Acceptable Use of Internet and Technology

- Lee County's intent is to provide free and equal access to resources via the Internet.
- All school rules for appropriate use of technology also apply to use of the internet.
- Users are expected to act in a considerate and responsible manner.
- Be prepared to be held accountable for your actions. Exemplary behavior is expected from all users at all times.
- Students and parents will sign the **Parent/Student Device Agreement** contained in the students handbook or in the online registration.
- The completion of this agreement allows independent access to the internet by the student and assures that both the student and parents are aware of the Lee County guidelines regarding ethical use of the internet and technology resources.
- Copies of software or data may not be created or used on school equipment.
- Computers should not be used to view, send, or display obscene, lewd, profane, vulgar, disrespectful, rude, threatening, or inflammatory language, messages, or pictures.

Remember....**Internet access is a privilege, not a right.**

The Lee County Schools' guidelines regarding the legal and ethical use of the internet and technology resources for students and the employees is located in all student handbooks and on the Lee County web page under technology.

Book Suggestions for the Library



Use the QR code below to go to the form to suggest books that you would like for the library to purchase.



What do I need to know about digital citizenship?



Please click on the following links to view the videos on Digital Citizenship:

[What is Digital Citizenship?](#)

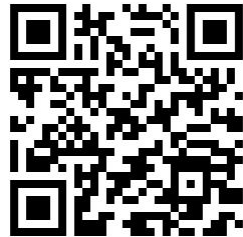
[What Does it Mean to be a Good Digital Citizen?](#)

[Flocabulary: Oversharing \(Think Before You Post\)](#)

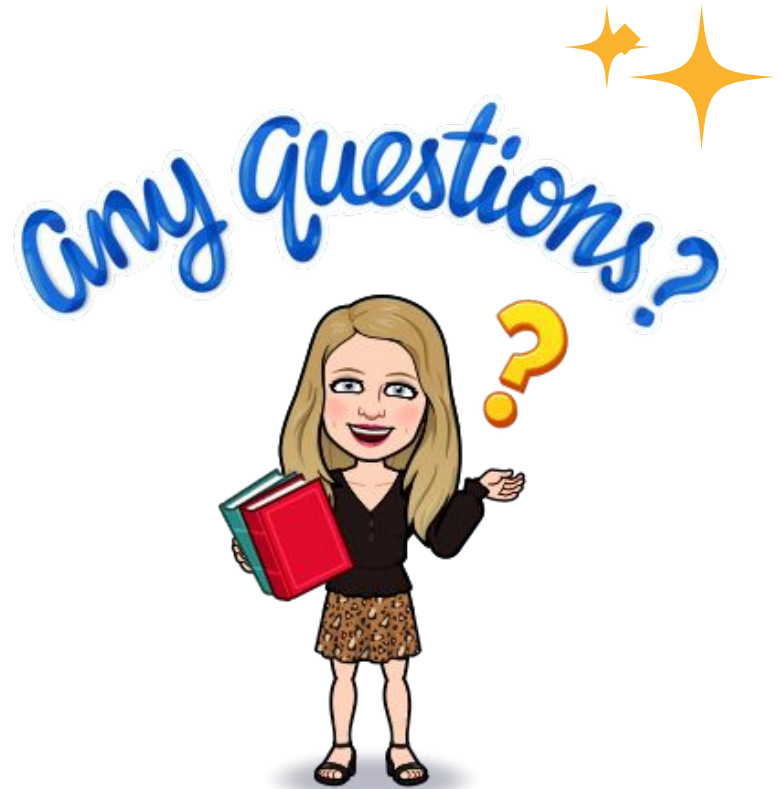


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Questions?
E-mail Mrs Edwards
edwards.jill@lee.k12.al.us





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