

# School Library Orientation: a Basic Framework

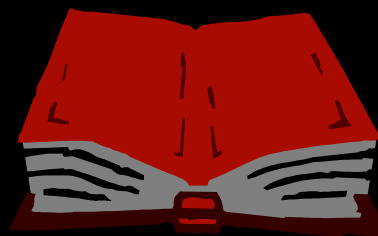
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# My Agenda is...

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To share with you

- Education & Library's Role
- Library Orientation (LO) (5 W1H)
- Learning Outcomes of LO
- Essential Components of LO
- Types of LO
- Sample Orientation Package
- Observations & Suggestions



- *“The principal goal of education is to create (people) who are capable of doing new things, not simply repeating what other generations have done – (people) who are creative, inventive, and discoverers. The second goal of education is to form minds which can be critical, can verify, and not accept everything they are offered... We have to be able to resist individually, to criticize, to distinguish what is proven and what is not. So we need (students) who are active, who learn early to find out for themselves, partly by their own spontaneous activity and partly through material set up for them; who learn early to tell what is verified and what is simply the first idea to come to them.”*

**Jean Piaget**

# Do we all agree?...

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- Universal goal of school education - to develop students who are well informed, self-reliant & life long learners
- Today's information rich world embraces those who excel in critical thinking, problem solving & decision making skills
- information handling skills is essential and our students have to be prepared in this direction
- School library plays an important role in achieving the schools' academic goals as well as shaping the students' personalities through its resources, facilities and services

# Let's Understand

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- Library orientation towards library has to do with adjusting new library user to library
- LO is introduction of physical arrangement, resources & services of library to user
- Libraries work on philosophy that resources have to be made available to users
- Each library has to develop & customize its own package of library orientation program

# Library Orientation (LO) is necessary to

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- help students to understand role of library
- create awareness about resources
- build familiarity with place, people & resources
- help connect students to library & resources
- help students to understand mechanism of library
- save time of students & avoid repetitive chores
- inform students as to whom to contact for what & when for their resource requirements
- indulge students in library & convert them to life long learners

# Let's involve & include

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- Heads, teachers and other educators
- Students of primary classes - single session of short duration
- Students of secondary & high school - two sessions

# Learning Outcomes

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- Teachers and students understand
  - role of data, information, knowledge and wisdom
  - concept of library, information resources
  - physical layout of library
  - organization of the resources
  - access points of information
  - important sources of information & how to use them
  - rules & regulations of using library for optimum use



# What can LO comprise of?

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- Vision, Mission, goal and role of the library
- Physical layout of the library
- Opening hours (timings and days)
- Borrowing privileges
- Rules and regulations
- Collection: print/ non-print (electronic)/ resources
- Facilities provided
- Services offered
- Activities and events
- Contact points (Librarian, Library Assistant)
- Suggestions

# Does time matter?

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- Done at the start of the academic year
- Allot suitable slots for each group of students
- LO to be done in parts
  - First part a brief introduction - minimum information to be shared & students to be motivated to coming to library & using the resources
  - Second part can be scheduled when they get their first academic assignment or project - detailed explanation about resources, facilities, etc.

# LO can be...

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- **Informal**

- that which takes place when library workers do library orientation continuously, on a one-to-one basis

- **Formal**

- is when groups of people are introduced to the library in an organized way

# One can try any of these!

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- Written assignments
- Audio visual tours
- Written orientation
- Library policy & regulations/ handouts
- Small group sessions
- Computer assisted instruction

# Sample Orientation Packet

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- **Can consist of**
  - **physical layout of library in form of a map**
  - **handout of FAQ's to understand the mechanism**
  - **simple assignment to help students to become familiar with resources of library**
  - **memoir [bookmark/ sticker/ badge] of library**



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“We must be the change we  
wish to see in the world”

Mahatma Gandhi

# Lets make a Difference!

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- LO changes existing library culture
- Professionalism exhibited will fetch more dignity
- Help authorities focus on the kind of work we do
- LO evolving from user education to information literacy
- Introducing information literacy programme in every school library - key to success of students

# Thanks!

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Questions & Suggestions Welcome!