Diocese of Harrisburg
Library Curriculum Checklist
Seventh-Eighth Grade

LIBRARY CITIZENSHIP

A. Policies and Procedures (Demonstrates increasing awareness and competence in these areas.)
  1. Understands and practices proper library manners and behavior policies.
  2. Understands and practices proper circulation procedures.
  3. Understands and exhibits proper use of library materials.
  4. Understands the need to use information technology safely and responsibly.
  5. Understands plagiarism is stealing and that it can be detected.

LOCATION SKILLS

A. Organization: Card Catalog (Traditional and/or Automated, OPAC)
  1. Understands that the catalog is the index to the library resources.
  2. Can locate grade level appropriate materials.
  3. Can locate materials using call numbers.
  4. Is able to use title, author, subject and keyword search features
    a. Subject Headings
      1. Can be specific when looking up subject.
      2. Can convert own terminology into that used in subject headings.
      3. Understands and uses cross-references.
    b. Descriptive Information
      1. Is able to interpret book information/summary on catalog entry.
      2. Can use information to compile a simple bibliography.
  5. Understands and uses advanced searches and other features unique to the library's OPAC.
B. Classification of nonfiction materials
  1. Understands that most libraries use the Dewey Decimal Classification System to identify nonfiction materials.
  2. Understands the ten main Dewey classes.
  3. Understands the ten main classes are divided and subdivided into more specific subject categories
  4. Is able to locate titles using the Dewey call numbers.
  5. Can locate a reference book by call number and understand why a source is placed in reference.
  6. Understands that libraries may use other classification systems for their collection. (Library of Congress Classification)

C. Internet/Electronic Sources
1. Can identify electronic information on a computer screen as an Internet website, a database, an e-book or a library catalog (OPAC).
2. Can identify a website's URL and explain what information may be found in various domains: gov., edu., com., net., org., and mil. Can identify if the website is from a different country.
3. Understands and practices using keywords and Boolean limiters rather than "natural English" to focus or broaden searches.
4. Can evaluate a website:
   a. Can back track a website to its homepage to determine authoritativeness and sponsor.
   b. Can back track information on a site to its original source (often another website).
   c. Can verify accuracy of information by finding the same facts in at least one other source, either print or electronic.
5. Is able to access any electronic databases or e-books subscribed to by the school.
   a. Understands the special features of the databases or e-books.
6. Demonstrates mastery in locating information in project appropriate electronic sources.
7. Has a current public library card and understands how to access *POWER Library* and *Access Pa* databases through a public library webpage.

INTERPRETATION SKILLS

A. Evaluation and Selection Techniques
1. Has developed discrimination in selecting books and periodicals for pleasure reading.
2. Evaluates a book for quality. (essential versus nonessential information versus opinion)
3. Can compare and contrast texts in different forms and genres
4. Can use the various parts of a book to determine scope, format and timeliness.
5. Can use parts of the book to locate and document information. (nonfiction)
6. Understands how to use copyright date to determine currency of information.
7. Makes connections to personal experience/real life.
8. Can express and support opinions.
9. Can differentiate between fact and opinion.

B. Fiction
1. Understands and finds examples of the five elements of a story: plot, theme, characterization, setting, conflict.
2. Understands stories are told as narratives, flashbacks, flash forwards, montage.
3. Has read various forms of literature: novel, short story, poetry, dramas, etc.
4. Understands and discusses purposes of reading: to inform, to entertain, to challenge.
5. Is acquainted with a variety of authors/poets and their works.
6. Develops opinions and assessments for various genres.

C. Nonfiction
1. Understands nonfiction can be: sequential, topical, and persuasive.
2. Can select appropriate materials for varying reading/research purposes.
3. Uses various parts of a book to determine scope and format to locate and document information.
4. Understands different criteria used in selecting books vs. periodicals vs. Internet, etc. for research.
5. Develops opinions and assessments for nonfiction materials.

RESEARCH

A. Reference Collection
1. Uses unique organizational structure of various print and electronic sources to find information.
2. Can determine the resources most appropriate for a specific purpose.
3. Can gather/evaluate relevant information from print, electronic or internet sources.

B. Periodicals/Newspapers
1. Understands magazines are published for a wide variety of purposes: entertainment, informational, professional.
2. Uses periodicals/newspapers as a source for current information.
3. Can use a print or online index to periodicals.
4. Understands magazines and newspapers may be published electronically rather than in print format.

C. Plagiarism and copyright
1. Understands types of plagiarism errors and how to avoid them:
   a. Cut and Paste
   b. Patchwork
   c. Apt phrase (using an author's original term or phrase without a citation)
   d. Inadequate attribution
2. Understands Fair Use for Educational Purposes and the penalties for plagiarism and copyright violation.

D. Reporting Techniques
1. Can research a topic using more than one source and compile findings into a presentation.
2. Can correctly use endnotes or citations.
3. Can correctly format a bibliography or work cited page.

TECHNOLOGY
Refer to the **TECHNOLOGY CURRICULUM** of the Diocese of Harrisburg.

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