

Library Skills Assignment

Section 1: Fill in the basic information requested below.

1. List the hours the Southeastern Technical College Library, Vidalia campus is open.
2. What is the phone number for the STC Library, Vidalia Campus?
3. What does **ILL** stand for?
What does this service provide?
4. What are **Cooperative Library Agreements**?

Name two college libraries that have agreements with the STC Library.
5. What form of identification do you need to check out a book?
6. What is the fee for books *overdue* ?
For books that are *lost or damaged*?
7. Using the **Library Catalog**, type in the word “mythology.” Find “Bulfinch’s Mythology” and click on that line. Use the information provided to answer the following questions.
 - a. Who is the author?
 - b. What year was the author born?
 - c. What year did the author die?
 - d. What three subject headings would have allowed you to find the same information?
 - e. Which campuses have a copy of the book?
 - f. What is the call number of the book?
 - g. Which campus has the book in the reference section?
8. Using the **Library Catalog**, type in the word “diet.”
 - a. How many items are listed in the catalog?
 - b. Name at least two other topics covered under “diet” (for example, nutrition)
9. From the Dental Hygiene LibGuide, list two resources that will be useful to your area of study.
 - a.
 - b.

Citing Your Sources

Whatever method you use for citing your sources, there are always 4 things you are required to document:

The 4 “W’s”

Who (author)

What (title)

Where (where the information was published)

When (date of original publication)

- Use the Library Catalog to find three books.
- Do a search in GALILEO at the Library’s website find two magazine articles.

- Using the resources listed at the Library website under Citations, write the citations for the three books and two magazine articles you have located using Modern Language Association (MLA) style citation.
 - 1.

 - 2.

 - 3.

 - 4.

 - 5.

- Using the resources listed at the Library website under Citations, write the citations for the three books and two magazine articles you have located using American Psychological Association (APA) style citation.
 - 1.

 - 2.

 - 3.

 - 4.

 - 5.