

## Guidelines for Library Instruction

Library Instruction will introduce students to information sources and effective search strategies for conducting library research. The librarians will teach these sessions focusing on the print and electronic resources available here at the SUNO library. The session(s) will take place during regular class time in the computer lab (if available) and the lesson can be either targeted to a specific research assignment or given as an introduction to the services and materials available using the SUNO library.

To make the most of library instruction and classroom time please keep in mind the following:

- Library instruction works best when targeted to a specific course assignment.
- If you have a specific course assignment please include a copy of the assignment when requesting instruction. The assignment should include the purpose of the paper, expected length of the paper, the number and types of sources to be used in the paper (books, web sites, peer-reviewed sources, etc.) and the citation style the students are expected to use (MLA, APA, etc.).
- The students should have a topic selected and approved before the library instruction class is held. This will allow students to use class time on their research topics. Including sample topics when submitting the Library Instruction Request Form would be greatly appreciated also.
- If a general overview of the materials and services available in the SUNO library please include several research topics on the Library Instruction Request form. This will allow the librarian to design a relevant lesson plan.
- If available it is best when the Professor attends the library instruction session with their students. Professor participation greatly benefits the student learning experience.

For further information about library instruction please contact the library at (504) 285-5225 or