

Grades 3-5

Benchmark A Use the online public access catalog to locate school library materials for classroom assignments and personal interests

Grade Three

Online Public Access Catalog

1. Use the author, title and subject search features of the OPAC to locate school library materials.
2. Understand that each item in the OPAC has a bibliographic record which contains information about that item (age, summary, location, availability).
3. Understand that call numbers and call letters identified on the bibliographic record in the OPAC indicate the physical location of the material.
4. Place materials on Reserve.

Grade Four

Online Public Access Catalog

1. Search the OPAC by author, title, subject and keyword.
2. Read the OPAC bibliographic record and identify components (e.g., age, summary, location, availability).
3. Identify the call numbers/letters of an item by reading the bibliographic record, then locate the physical item in the library.
4. Determine the status/availability of the item by viewing the bibliographic record in the OPAC (e.g., see if the item is checked out).

Grade Five

Online Public Access Catalog

1. Locate and retrieve library materials by searching the OPAC.
2. Select an item of interest by reading the summary located in the bibliographic record.
3. Describe various components of the OPAC bibliographic record.

Benchmark B: Use the Internet to find, use and evaluate information.

Grade Three

Internet Concepts

1. Use Internet browser elements e.g., toolbar and buttons, favorites/bookmarks, history).

Beginning Searching

2. Type a simple search term in a teacher- or librarian-selected search engine to find general information.
3. Review the home page of a teacher- or librarian-selected Web site.
4. Read the list of results retrieved from a simple search performed in a search engine and select one of the search results to review the information retrieved.
5. Access the school Web page and the school library Web site.

Grade Four

Beginning Searching

1. Choose a search engine or directory to locate information on the Internet.
2. Type a simple search term in the search engine or directory to find facts and answer questions.
3. Read the list of results from the search engine or directory to locate potential Web sites relevant to the search topic.

Grade Five

Internet Concepts

1. Explain the elements and meaning of a Web site URL (e.g., name of the site, domain and extensions for specific pages).

Beginning Searching

2. Type a teacher- or librarian-selected URL into the address line of a Web browser to access a search engine and a Web directory.

3. Perform a search in an age-appropriate search engine or a Web directory by typing in one or more search terms.

4. Read list of results from the search & select potentially relevant Web sites.

Web Site Evaluation

5. Choose a web site and examine the information for facts by identifying information on the web site:

a. Author

b. Title

c. Date produced

d. Special features (images, puzzles, activities)

e. Available products, services or resources

6. Examine the information retrieved from the Web site for the author's expertise, the accuracy of the information presented and the bias.

Benchmark C: Understand how to access technology-based school library materials, including library networks and electronic resources, for research

Grade Three

Electronic Resources

1. Use school library technology-based resources to learn about classroom assignments and discover areas of interest.

2. Demonstrate appropriate network login and logoff procedure.

3. Use appropriate access code (username, password) to gain access to online resource (e.g., district network resources, subscription--fee-based, databases outside the school and/or from home).

4. Use age-appropriate Internet resources and fee-based (subscription resources) delivered by the Internet.

Grade Four

Electronic Resources

1. Use library computers and software (e.g., use menus to select and open programs, control volume, follow printing directions).

2. Understand that technology-based resources may be delivered in a variety of ways (stand-alone software, network software, Internet resources).

3. Demonstrate use of online fee-based (subscription or pay-per-use) electronic resources (e.g., state and/or district provided resources such as magazine databases, encyclopedias, dictionaries).

Grade Five

Electronic Resources

1. Use various technology-based school library resources (e.g., computer network, multimedia resources).

2. Understand that technology-based resources may be organized by format or topic (e.g., database of magazine articles, electronic photos, digital video).

3. Examine coverage of information in magazine databases, online biography sources and subject guide sources.

4. Use a username and password to access school library and electronic resource databases remotely or home.