

****YOUR NAME:** _____ **FS100 Section:** _____

Freshman Seminar Library Assignment #1 (25 points). Welcome to the Virtual Library @ HCCC!

The first page (w/**yellow highlights**) is the sheet you will use to complete Assignment #1.

Please follow the directions as best you can and answer the questions.

If you need **HELP**, please contact a librarian through

E-mail: Susan Bissonnette bissonse@herkimer.edu OR

Telephone: 866.0300 X8394

The first page of this packet contains a *BIBLIOGRAPHIC RECORD* (Full view of record).

A *BIBLIOGRAPHIC RECORD* gives you information about a resource that you can use for college work.

In this case, your bibliographic record should be a **BOOK**.

In the **bibliographic record** (first page w/**yellow highlights**) you should find your answers...

Please fill in the blanks.

1. BOOK'S AUTHOR (If it was edited, write the name of the editor, or if more than one, just write the first author):

_____, _____.
(LAST Name) (FIRST Name)

2. BOOK'S FULL TITLE: _____.

3. PLACE YOUR BOOK WAS PUBLISHED: _____.

4. NAME OF PUBLISHER: _____.

5. YEAR BOOK WAS PUBLISHED: _____.

(TURN THIS PAGE OVER)

THEN, on the left column, look for Library Information/Location. After the type of collection and location of your book, you will see the **CLASS NUMBER**. An example would be **NA2560.G47 2006**, or **D85.6 G45 1936**. This is a system (Library of Congress Classification System) used to organize books, and it is used in most U.S. college libraries. The first letters describe the **SUBJECT** of the book. The second letters give more information, and the last numbers are usually the year the book was published.

6. PLEASE WRITE DOWN THE CLASS NUMBER OF YOUR BOOK:

This number will help you find your book.
The library is organized like the alphabet: A - Z.

7. Write down the SUBJECT HEADINGS (See **SUBJECT** on left column). Subject headings are labels given to all information so that you can find things easier. This is very much like ratings given to music or movies. Subject headings are used as guides. The *World Wide Web* uses them too.

SUBJECT: _____

SUBJECT: _____

SUBJECT: _____

8. GO TO THE LIBRARY and see if you can find your book on the shelf (usually 2nd floor).

****DON'T FORGET TO BRING YOUR BIBLIOGRAPHIC INFORMATION WITH YOU TO THE LIBRARY (the one with **YELLOW HIGHLIGHTS**).** DO NOT RESHELVE THE BOOK.**

If your book is not there, ask a librarian to help you, or take the book next to it.

9. Make a photocopy of the title page and attach it to this assignment.

If you did not find your assigned book, write down the Class Number of the book you used: _____.

Please put this assignment into the envelope when you finish (including bib. record).

We hope to see you again soon.