

## *Useful Links*

Library catalog

<http://webster.bridgew.edu>

Library homepage

<http://www.bridgew.edu/library>

Library Instruction request form

<http://www.bridgew.edu/Library/biform.htm>



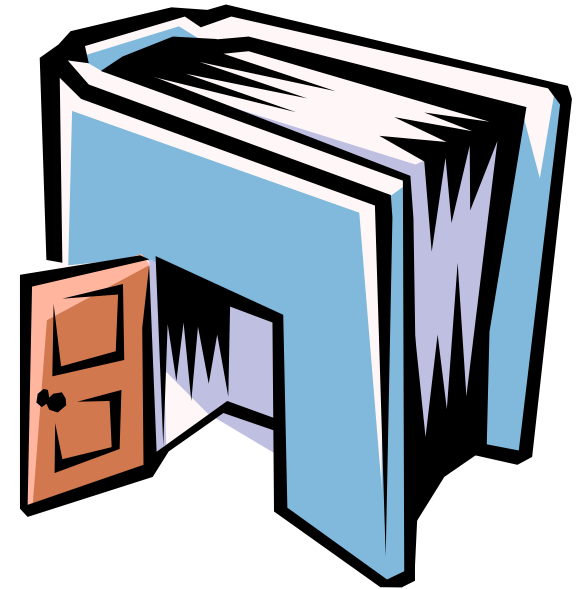
Suggestions to improve library services are always welcome. Talk to your department liaison.

<http://www.bridgew.edu/Library/liaisons.htm>

The Educational Resources Center (ERC) also conducts Library Instruction for faculty and students in the School of Education. Call x1304 to schedule.

Reference Department  
Maxwell Library  
(508) 531-1394  
[refdept@bridgew.edu](mailto:refdept@bridgew.edu)  
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# Library Instruction at the Maxwell Library



Library Instruction, also known as Information Literacy, or Bibliographic Instruction, provides new and experienced library users with understanding of a multitude of resources in the Maxwell Library. Not all library users have the same level of information literacy; therefore, librarians work closely with other faculty to determine what will be most effective for each class.

Classes can be a general introduction to library resources or focused on how to search specific electronic databases. They can be tailored to meet the needs of freshmen, other undergraduates, or graduate students. A class can be directed to completing an assignment, gathering materials for a thesis, or toward life-long use of the library.

Maxwell Library has a variety of resources. Librarians demonstrate access to these materials and stress the appropriateness of each toward the needs of the class. The goal of library instruction is to provide users with the knowledge to find the resources and use them effectively.

**1. *Who teaches the classes?***

Professional Librarians from the Maxwell Library.

**2. *How do I schedule a class?***

Contact the Reference Department at x1394, fill out an online form at <http://www.bridgew.edu/Library/biform.htm>, or pick up a form at the Reference desk.

**3. *Where are the classes held?***

In the Maxwell Information Literacy Center (MILC) Room on the first floor of the Maxwell Library.

**4. *Can librarians help to create an assignment for my class?***

Yes, contact the Reference Department, or your department liaison.

**5. *Can you tailor a class to my specific assignment?***

Yes, please provide the specific information and any special instruction, or resources you know about and/or want your students to use.

**6. *How long do classes last?***

This is up to the instructor. Depending on what is covered, they may last up to an entire class period.

**7. *Should I accompany my class to the Library Instruction class?***

Yes. There are several good reasons for coming to the Library Instruction session with your students. If your students start their own searches while they are in the MILC room, they may want to ask you some questions; you will know what has been covered in the class and can ask if you want anything added that was missed. And, because resources are always changing, you may learn something you didn't know!

**8. *How are classes conducted?***

Generally, the class begins with a demonstration by the librarian on a topic appropriate to the class. Students are also encouraged to ask questions. During the remainder of the class, students may be given time to search on their own. The librarian will stay in the room to help if needed.

**9. *Can a Library Instruction session be scheduled for faculty only?***

Yes, contact the reference desk to schedule a faculty or department workshop.

**10. *Can an individual get library instruction?***

Yes, contact the Reference Department to schedule a time.