

Library / Database Instruction Request Form

http://www.maag.ysu.edu/ref/instruct_req.pdf

(Please allow two weeks for scheduling.)

Liaison Librarian _____

TODAY'S DATE:

CONTACT INFO:

Instructor Name:

Department:

E-Mail:

Phone:

CLASS INFO:

Dept & Catalog #:

Course Description:

Class Meets Days/Time:

Schedule Library/Database Session For (Date):

Level: (Circle one)

Graduate

Undergraduate

Special

Number of students or participants for each level:

TYPE OF INSTRUCTION SESSION: (Check all that apply)

- Introduction to Maag Library (building tour, types of resources available, etc.)
- Finding Books (MaagNet/OhioLINK, locating books, OhioLINK borrowing)
- Finding Articles (print or electronic Resources -- indexes, abstracts, databases—please specify)
- Hands-on instruction on library database searching (limit 25)
- Request for specialized instruction tailored to a class assignment.
- WWW (Please specify sites)

Special topics or nature of class assignment:

Location:

- Maag
- Wilcox CRC
- Your classroom or lab -- please indicate building and room:

Faculty: Please return this form to your liaison librarian or use the online form at http://www.maag.ysu.edu/ref/instruct_form.html.

Questions? Contact your liaison, call the Reference Desk (330-941-3686), or use the Ask a Librarian email form at <http://www.maag.ysu.edu/help/asklibrarian.html>.

Liaisons: Please forward a scheduling information to Becky Moore, Maag Library Reference, for recording and statistics.

Library use only

Date Received:

Scheduled:

Confirmed: