Delview Library Class Visit Planning Form

Course Title_____ Teacher _____

Today's Date _____ Visit Date(s) _____ Periods _____

Grade _____

1. Briefly describe the project/activity. _____

_____

_____

2. Information skill goal(s)/standard(s): Circle all that apply:

Defining problem   Locating/Searching Analyzing   Documenting/ethical use

Organizing/Synthesis Communicating   Evaluating/Reflecting

Other_____

3. Assignment begins_____   Assignment is due_____

4. How will students define the research problem/question/thesis?

   ☐   Students will select ideas from suggestions on an assignment sheet. (Please attach a
        copy of your assignment sheet or other student handouts)
   ☐   Students will independently develop questions/theses for research

5. What types of materials will students be using? Circle all that apply:

Free Web   Online Subscription Databases (Specify) _____

Periodicals   Books   CD-ROMs   Audiovisual DVD, Video, etc.

List any specific or major resources you'd like the students to use:

List any materials you would like excluded from use:

6. Expected Product(s)_____

_____

7. How will the final product be assessed? (Shall we work on a new rubric? Please attach a copy of your rubric or assessment tool you have already developed.)

8. Would you like the teacher-librarians to help you prepare a web guide page or pathfinder to guide students to resources?

- ☐ Yes
- ☐ No
- ☐ Let's work on this together!
- ☐ Suggestions_____

9. Do your students require any special technology preparation or presentation (e.g., Software loaded, web sites created, bookmarks gathered, or software introduced?)

10. Are there learning differences that may need to be addressed for this assignment? (Please share here or stop in to chat)

11. If you plan to put materials on reserve, which type of loan would you prefer?

Type of loan: Normal circulation   Overnight   Room use

Other (list):_____

12. Notes, suggestions, plans, stuff we should discuss?