Online Catalog Exercise   **Name:** _____
Computer Literacy 1

Much to your annoyance, you've been assigned to go to the library to find a book called
The Secret Lives of Boys. First you have to look it up in the online catalog.

1. What is the subtitle of the book?

    _____

2. Which specific libraries on campus have the book?

    _____

3. What is the call number of the copy of the book that is in the Uni Library? (Make sure
    to enter the **complete** call number.)

    _____

4. What are the book's two subject headings (topics)? You **must** include the
    subheadings as well.

    a. _____

    b. _____

5. How many pages does the book have? _____

6. To your further annoyance, you are now assigned to find more books on this topic.
    You know you can get this quickly out of the way by clicking on the two subject
    headings. Of the resulting two lists, which one has a **non-fiction** book that was
    published in **England** in 2011? Write down the title, call number, and library location
    of this recent book (which is therefore, and hopefully, the least lame).

    _____

    _____

    _____

7. Now pick a book from those I brought to the lab. Write down the title and call
    number:

    _____

    _____

8. Look up the book in the online catalog and do what you need to do to find another book **in the Uni High Library** on this topic.

   Hint 1: Click on the best looking subject heading (topic), or…
   Hint 2: Do a keyword search on words from the subject or the title.
   Hint 3: Limit your results to University High School.

   Describe what you did **in detail** (*write down the terms* you clicked on or typed in!):

   _____

   _____

   _____

9. Write down the title and call number of the book you have found:

   _____

   _____

   Now **go find the book**! Turn in your worksheet and the book at the main desk in the library.

   "Wait," you say. "What if I can't find the book on the shelf?" Ask for help to make sure you are looking in the right place. If no help is available (because we are running around trying to help everyone else), do what you would do in real life. Because you have the call number, you should be in the right section to find other books on this topic. Pick another book! However, it **must** be on the same subject for you to get credit.

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