

Library Assignment Alert Form

The Library staff can assist students much more effectively with advance notification of assignments involving Library resources. The following form should be completed by the instructor to notify the Library staff of upcoming assignments:

Course number and title: _____

Instructor: _____ Telephone: _____

Semester/Year: _____

Please attach a copy of the assignment, or describe below:

Approximate number of students pursuing this assignment: _____

Do you have materials on reserve for this assignment? _____ Yes _____ No

Please list any specific resources you would like your students to use for this assignment:

Do you feel the Library has adequate resources for students to complete this assignment?

_____ Yes _____ No

If you would like the librarians to provide a pathfinder (research guide) or customized bibliographic instruction to assist your students with this assignment, please call extension 307. (Allow 3-4 weeks' lead time for such requests.)