Instruction Policies

Library instruction is available on request through the library by contacting the Reference and Instruction librarian. Instruction is available for both in seat and online classes.

Instruction will be tailored to the time allotted, though it is generally recommended to allot a minimum of 30 minutes per instruction session.

For online classes it up to the professor in that class to send an invitation to the librarian prior to class time and to set up moderator privileges for the librarian to use during class time.

When instruction is requested, please indicate what you wish to have covered in class. If the instruction is related to a specific assignment, it is helpful to provide a copy of the assignment to the librarian.

Scheduling reminders will be sent out prior to the beginning of each semester to encourage professors to schedule library instruction.

Instruction is offered to every in seat session of English 131 and is also part of the School of Lifelong Learning course, Orientation for Online Learning.

Additionally, the library will offer two sessions per bi-term of Introduction Library Resources. This is a library owned, one-hour, not for credit session for online students who need library instruction and was created particularly to reach those students in asynchronous courses, although all students are welcome.