

Online Catalog Skills Library Passport Unit



Designed for
2nd or 3rd Grade

Created by Collette J. /
[Mrs. J in the Library](#)





About Mrs. J in the Library

I'm a teacher-librarian with over a decade of experience teaching information fluency and research skills to elementary students.

I believe teacher-librarians and library spaces should inspire and empower students to create, as well as read, research, and think critically. I teach with literature-based activities in K-2 classes and library centers in grades 3-5, in addition to teaching collaboratively with classroom teachers and managing my library's physical and digital spaces. You can find me online on my blog, [Mrs. J in the Library](http://Mrs.JintheLibrary.com), and on social media.

Because every library and every school is different, all of my products are editable so that my customers can modify them for their students' needs. If you have any questions about one of my products, please don't hesitate to contact me.



Product Contents:

Print-and-Fold Library Explorer's Passport
for student assessment and/or tracking – 2 versions: with or without Dewey; Easy-to-print PDF file and editable Microsoft PowerPoint .pptx, Word .docx and Publisher files formats)

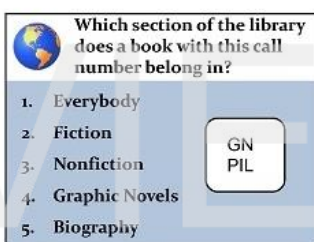
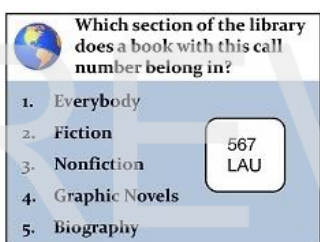
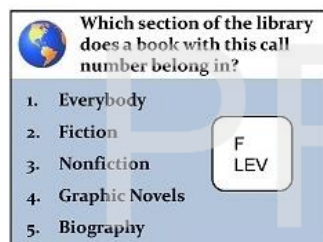
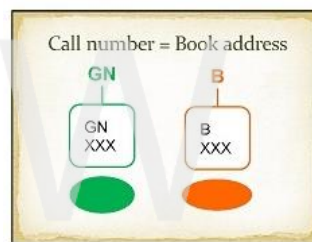
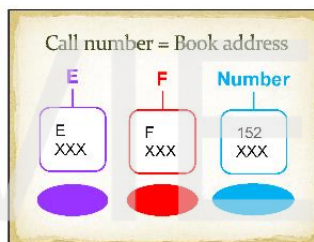


When you complete each step, you will earn a stamp.

| | |
|--|---|
| 1. <u>Destiny Discover Catalog</u> I can search for a book in the online catalog. <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px auto;"></div> | 3. <u>Sticks and Stones</u> I can put a list of authors' names in alphabetical order. <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px auto;"></div> |
| 2. <u>Library Tour</u> I know the sections of the library. <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px auto;"></div> | 4. <u>Spine Labels</u> I can find an Everybody, Fiction, or Biography book by its call number. <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px auto;"></div> |
| | 5. <u>Dewey Spine Labels</u> I can find a nonfiction book by its call number. <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px auto;"></div> |

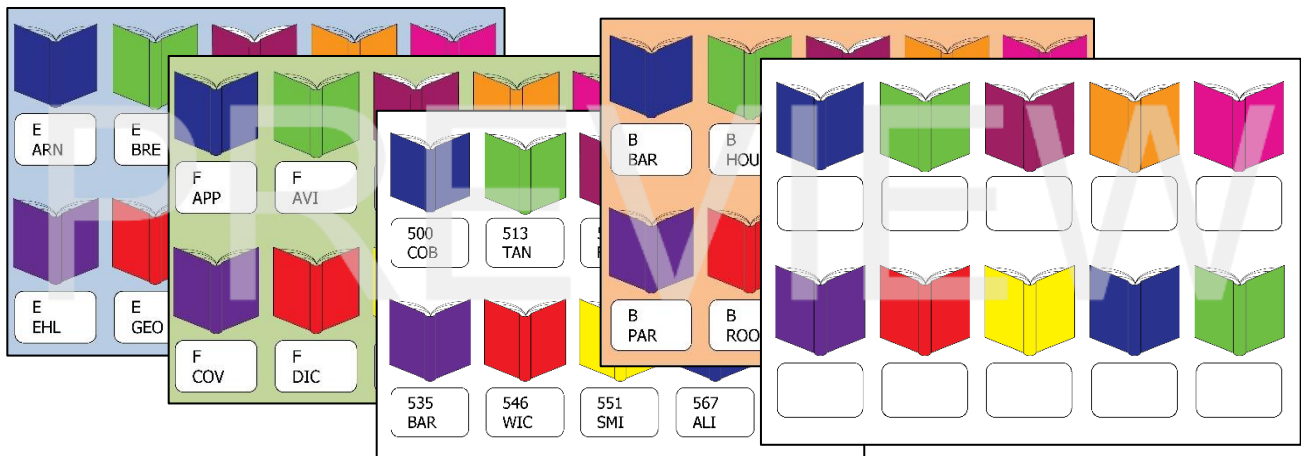
Editable Promethean flipchart / PowerPoint presentation of passport activities

to accompany and guide lessons; ActivInspire flipchart, ClassFlow™ CFL, and Microsoft PowerPoint .pptx file formats



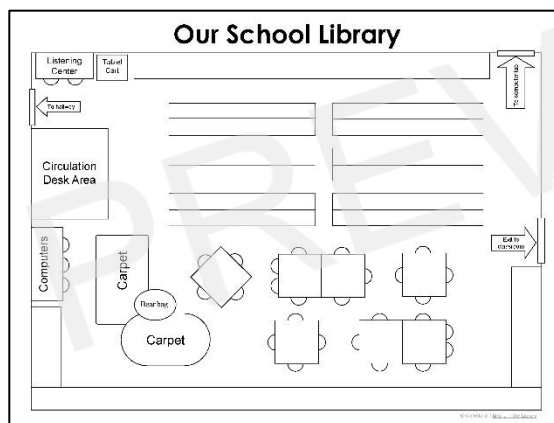
Contents Included:

Printable call number stickers – 2" x 4"
to make index cards for students to find the matching book
Easy-to-print PDF file and editable Microsoft Word .docx file formats



Customizable Library Map and Library Section Quiz

Editable in Microsoft PowerPoint .pptx or
Word .docx file formats



Name: _____
Teacher: _____

DIRECTIONS: Label the sections of the school library. You may walk around and read the signs in the library to help you, but you **MUST** work alone. Write the correct word on the map below.

1. _____
2. _____
3. _____
4. _____
5. _____

Word Bank

Fiction
Nonfiction
Reference
Everybody
Graphic Novels

Editable Lesson Plans aligned to:

National Common Core Standards, Pennsylvania Core Standards, and 2018 AASL National School Library Standards; Microsoft Word .docx file format

Other Supplies Needed:

(affiliate links below)

- [1-inch stamp](#) or [stickers](#) to “stamp” passports when students successfully complete an activity
 - If you can't find a rubber stamp you like at a craft store, try some of the 1" x 1" stamps from Stampmore. They have [a star](#) and [check box](#), but also more whimsical travel-themed designs such [map marker](#), [world map/globe](#), [United States map](#), [airplane](#), [ship wheel/helm](#), [mountains](#), [binoculars](#), or [magnifying glass](#).
- [River rocks/stones](#) and 1/2" [jumbo craft sticks](#)
 - 26 stones per table/student group of 3-4
 - Approximately 120 craft sticks per table/student group of 3-4
- [Construction paper](#) and 2" [circle punch](#) or [die cut](#) for “silent stones”
- [Permanent markers](#) (1 regular or thick point and 1 fine point)
- [Dewey Match online matching game](#), or another independent activity for students to do while you work with small groups of students
- [3" x 5" index cards](#) and [2" x 4" rectangle sticker label sheets](#) (10 labels per page); several colors of index cards are strongly recommended.
- Optional: Interactive whiteboard (such as Promethean ActivBoard) and learner response system (such as Promethean ActiVotes or use [Plickers.com](#))

Preparation:

- Make several sets of the alphabet rocks/stones with 1 letter of the alphabet written on each stone in permanent marker.
i.e. I have tables with 4 chairs around each, and I make 1 set per table and keep them in [quart-sized plastic zip-top bags](#).
- For students who are sensitive to loud noises (such as students with autism spectrum disorder), cut out and laminate 26 circles (about 2" diameter) from construction paper to make “silent stones.”
- Make 2 or 3 sets of the craft sticks: Level 1 is easiest, Level 2 is harder, and Level 3 is advanced. Full instructions are in the lesson plan. Suggestions for authors on the craft sticks and a potential answer key (in alphabetical order) is included below.

Teacher's Notes and Terms of Use

1. This unit is designed for 2nd grade, and the lesson plans include standards for 2nd grade. When I teach this unit, I do NOT cover the Dewey system, but rather teach the Dewey numbers in 3rd grade when they have more experience using decimals in math class.

If you would like to add finding the Dewey numbers to the unit, you can adjust the call numbers on the label stickers, and use the passport file that includes the extra 5th stamp.

2. Whenever a student completes a learning activity on the passport, they get a stamp or sticker. (See Other Supplies Needed)
3. The fonts used in this product are Century Gothic, Calibri, Arial, Ideal Sans, and Archivo Black. If a font doesn't load correctly on your device, you can replace it, or it can often be downloaded from [Google Fonts](#) or other font design websites.
4. When printing any of the product files, make sure to print at actual size, or 100% zoom. If some of the content gets cut off on your printer, then try the "Fit to Margins" setting.
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7. **Want more practical tips and inspiration for your library?** [Sign up for my email newsletter](#), and I'll send you helpful blog posts, resources, and occasional product news right to your inbox!

Customizations You May Want to Make Before Printing...

Stamp #1

1. I have included icons for all 4 of the most well-known browsers for the online catalog lesson: Mozilla Firefox, Google Chrome, Microsoft Edge, and Apple Safari. If your school doesn't use one of them, feel free to delete them from the PowerPoint or Promethean flipchart.
2. There is a slide for using computers and/or mobile devices, and the lesson works best if you have at least 1 per pair of students. The second directions slide is for those teacher-librarians who are lucky enough to have at least some tablets for instructional use or who work in schools with 1:1 programs or bring-your-own-device programs.

Stamp #2

3. I use the 5 main sections of my library, including a separate section for graphic novels. You may wish to change the call number prefix slides to suit your library's organization.
4. The idea for the alphabet rocks and ice pop sticks activity is from a wonderful book called "Stretchy Library Lessons: Library Skills," but I use more current author names. I also made a "silent" version with paper die-cut circles to accommodate for the autistic students and others who are sensitive to loud clatters echoing through the library.

Stamp #4 and/or #5

5. If you are choosing to teach the Dewey Decimal System as well as fiction, make sure you print the correct passport. The lesson plan for stamp #4 can be repeated for #5 with different call numbers on index cards. **I intentionally left out the 800 section and 398.2 call numbers because they aren't strictly nonfiction, and I don't like confusing the students.** All call numbers are whole numbers as well. Feel free to edit the call numbers, or add your own to match your needs.

Author Craft Sticks Level 1 Suggestions

Sherman Alexie

Jan Brett

Eric Carle

Anna Dewdney

Lois Ehlert

Denise Fleming

Dan Gutman

Joan Holub

Simon James

Jarrett Krosoczka

Loreen Leedy

Patricia MacLachlan

Laura Joffe Numeroff

Robin Page

Bob Raczka

Tanya Lee Stone

Mark Teague

Deborah Underwood

Mélanie Watt

Kobi Yamada

Author Craft Sticks Level 2 Suggestions

Jon Agee
Kwame Alexander
Andrea Beaty
Sage Blackwood
Ben Clanton
Doreen Cronin
Tomie de Paola
Kate DiCamillo
Brian Floca
Mem Fox
Lindsay Barrett George
Andy Griffiths
Michael Hall
Kevin Henkes
Jory John
Angela Johnson
Jeff Kinney

Jon Klassen
Meg Medina
Pat Mora
Zachariah OHora
Mary Pope Osborne
Chris Raschka
Adam Rex
April Pulley Sayre
Lane Smith
Raina Telgemeier
Hervé Tullet
Chris Van Allsburg
Susan Verde
Lisa Wheeler
Mo Willems
Andrea Zimmerman
Gene Zion

Author Craft Sticks Level 3 Suggestions

Katherine Applegate

Tedd Arnold

Tracey Baptiste

Mac Barnett

Lauren Child

Jason Chin

Marla Frazee

Dennis B. Fradin

Jennifer L. Holm

Mary Hoffman

Molly Schaar Idle

Rachel Isadora

Ezra Jack Keats

Laurie Keller

Grace Lin

Leo Lionni

Bill Martin, Jr.

Christie Matheson

Dav Pilkey

Jerry Pinkney

John Rocco

Amy Krouse Rosenthal

Shel Silverstein

Philip C. Stead

Sarah Weeks

Jacqueline West

Wong Herbert Yee

Jane Yolen

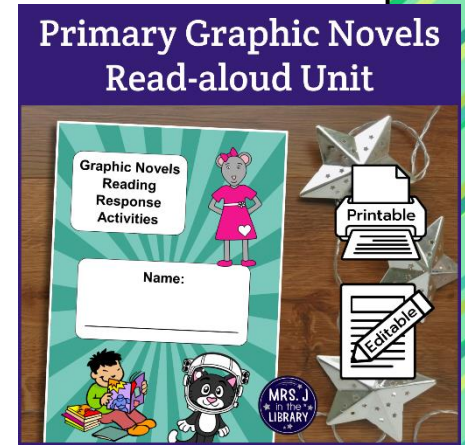
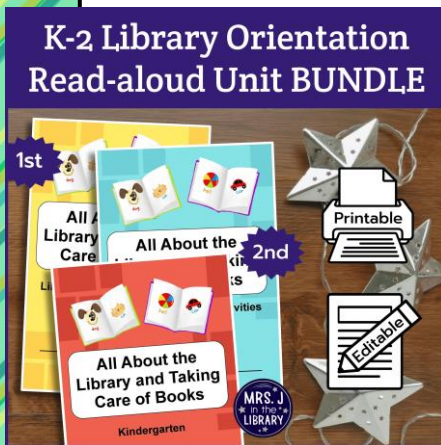


Thank you for checking out Mrs. J in the Library!

If you found this product helpful or useful, please consider [writing a review here](#).

If you have a question/comment about this product, please email me at MrsJ@mrsjinthelibrary.com, and I will do my best to address your needs.

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