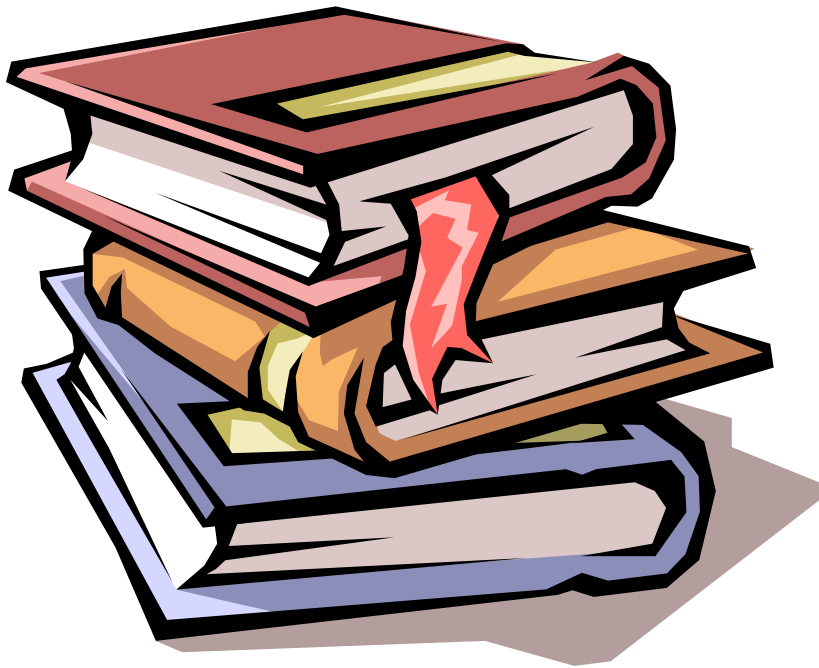


# Welcome to John Burroughs High School Library



1920 W. Clark Ave.  
Burbank, CA 91505

(818) 558-4777  
Ext. 62900

# LIBRARY MISSION STATEMENT

- **The mission of the John Burroughs High School Library is to ensure that students and staff are effective users of ideas and information and to prepare and support students for both academic and social growth by:**
  - **Providing intellectual and physical access to materials in various formats.**
  - **Providing instruction to foster competence and stimulate interest in reading, viewing, and using information.**
  - **Working with other educators to design learning strategies to meet the needs of individual students.**

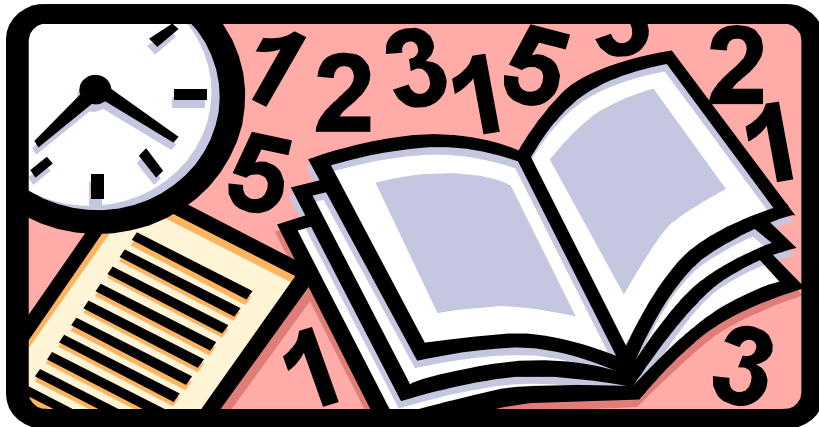
# LIBRARY PERSONNEL



**Mrs. Camacho,  
Ms. FitzGerald,  
& Mrs. Sikkenga**

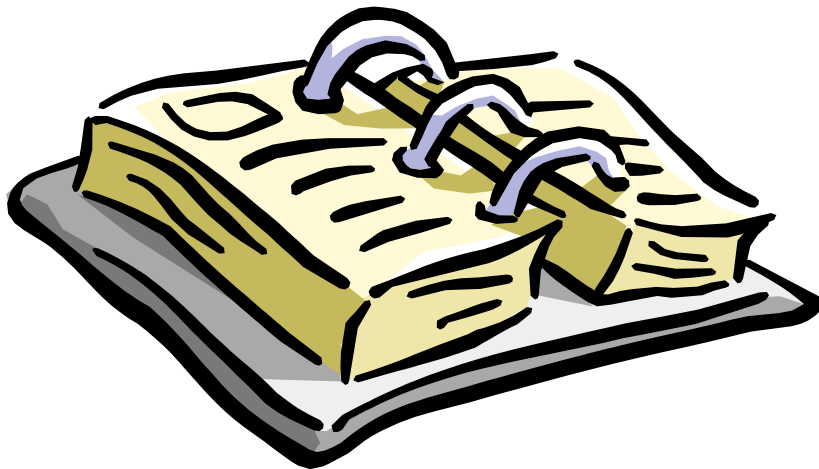
**WE ARE HERE  
TO HELP!**

# LIBRARY HOURS



Monday – Friday  
7:30-4:00, including  
Nutrition and Lunch

# LIBRARY POLICIES



- **No food, gum, or drinks are allowed in the library.**
- **No running or playing.**
- **Students must sign in at the desk when entering and leaving the library.**
- **The user is responsible for all materials checked out to them.**

# LIBRARY CIRCULATION



- **Students must show their student IDs to checkout books.**
- **Students may checkout three (3) books for three (3) weeks at a time. Books can be renewed if returned on or before the original due date.**
- **Students with library indebts cannot checkout books until debts are paid.**

# LIBRARY FINES



- Fines are \$.10 per day when school is in session.
- Fines will max out at \$2.00.
- If a book is lost, the patron must pay the full retail price of the book.

# COMPUTER USE



- **Computers are to be used for student assignments, academic research, and appropriate Internet sites only.**
- **Priority for computers goes to students with assignments.**
- **Lunch Time:**
  - **Computers 13-17 are for word processing only.**
  - **The other 12 computers are for other appropriate student uses; students must sign up at the front desk for 20-min. sessions.**

# LIBRARY RESOURCES



- **Printing and copying is available for \$.10 a page.**
- **Request/ Suggestion Box for student and teacher input.**
- **Information on homework help and community learning programs.**
- **The following supplies are available for use but must remain in the library:**
  - **Art supplies (scissors, markers, etc.)**
  - **Periodicals**
  - **Class textbooks**
  - **Dictionary and Thesaurus**
  - **Reference books**

# ON-LINE DATA-BASES

- To support the curriculum, the Burbank Public Library allows students to access the library's databases from school or from home. Students must have a library card to do so. Applications are available at your school library and at the public library. A database for career decisions, E-choices, is also available.

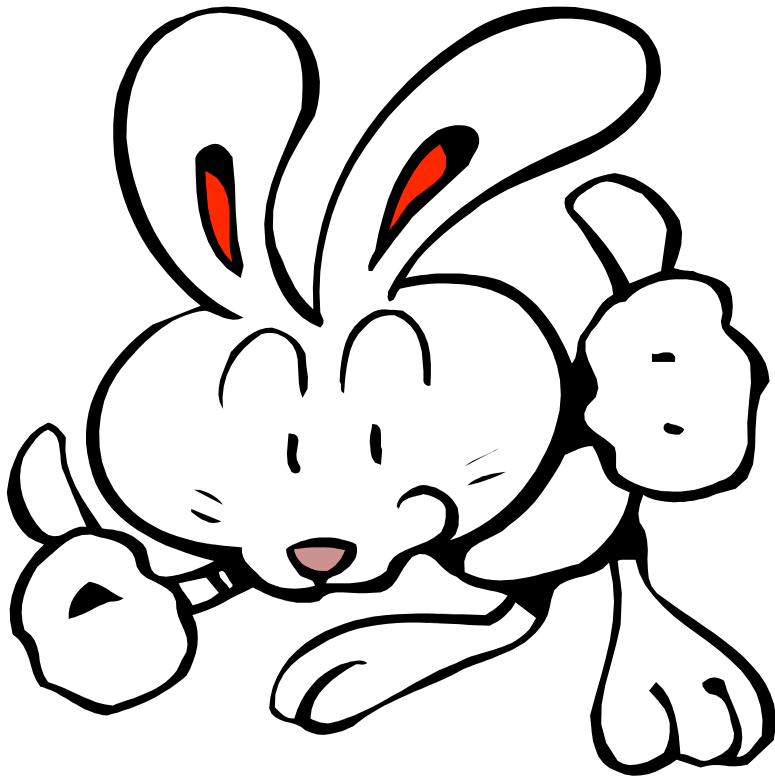
## E-CHOICES

[www.cp.bridges.com](http://www.cp.bridges.com)

User Name: 27546

Password: burroughs

# LOCATING BOOKS IN THE JBHS LIBRARY ON-LINE CATALOG



## Search by the Title:

the name of the book, not including “a”, “an”, or “the”.

## Search by the Author:

the person who wrote the book

## Search by the Subject:

the topic you are looking for

\*The call number tells you where the in the stacks (the rows of books) to look for the books.

# GOT HOMEWORK?

## Get homework help online.



- Get **FREE** homework help online from real tutors. One-to-one help!
- Math, Science, Social Studies, English
- Available in English and Spanish
- From any Burbank public library, go to:  
[www.tutor.com/csl](http://www.tutor.com/csl)
- From home, go to:  
[www.asknow.org](http://www.asknow.org)