**FLHS Library Learning Commons – Student Information**

**The Library Learning Commons** is a flexible and creative space for learning, reading, research, and collaboration.  It is used for many purposes including whole class instruction, small group collaboration, teacher/student conferences, book selection, research, and creative projects.  In order to maintain a productive space for everyone, please remember the following:

* Plan to work or read while in the library.
* Be respectful of others.
* All students need passes to use the library during the school day.  Passes are not needed before or after school. Students may request passes from classroom teachers and library staff (before 7:30 am).
* Return to study hall or the cafeteria when your work is done.
* The library is a quiet study space during the lunch waves.
* Follow the network code of conduct any time you are on the school network.

The library is open from 7:20am to 4:00pm on Monday-Thursday, and 7:15am to 3:30pm on Friday. Library resources are always available online.  Log in to Class Link or connect to the library website to access ebooks, databases, and research tools.  Click “Contact FLHS Library” on the library website to request help with a project or to schedule a research conference.

**Library Media Specialists** are teachers, research experts, readers, and problem solvers. You will see us in your classrooms and in the library throughout the year. Let us know how we can help.

**Library Media Specialists*:*** Mrs. Faiella, Ms. Krieger, Ms. Waters

**TV and Movie Production Teacher:** Ms. Krieger

**Library Paraprofessional:** Ms. Marks

**Library Secretary**: Ms. Haney

**After School Library:** Mrs. Imbrogno

**Get Involved, Stay Informed**

* **Join the Library Advisory Group:** Let your voice be heard.  Meet once a marking period to talk about the library and plan library programs.  Be the first to see new books and technology.
* **Volunteer:** Shelve books, help with special projects, and earn service hours.
* **Be Creative:** More to follow about special programs and projects!
* **Need help?**Just ask.  Stop in to the library or email us at [FLHSLMC@fairfieldschools.org](mailto:FLHSLMC@fairfieldschools.org).
* **Research Assistance*:***  Schedule a one on one or small group research conference with an LMS. We can help with research questions, developing a thesis, outlines, identifying arguments and evidence, locating the best resources, and citations.
* **Find a book:** Your LMSs love to read!  Tell us about your favorite titles. Ask for help locating a book or for a book recommendation.
* **Academic Center and Math Center**: Located in Library Study Room E.
* **Tutoring Tuesdays:**  Drop in after school on Tuesdays.  National Honor Society students are available from 2:15 to 4:00 to help students with all subject areas.

**Quick Guide to High School Web-Based Resources**

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| --- | --- |
| Resource | Username and Password |
| **Network**  Access school computers and your H and P drives at school. | **Username:** First initial last name (may be followed by a number – your username is assigned by the district)  **Password:**  The first time you log on, use Password1.  You will be prompted to create your own password.  **Password Requirements:**  Capital letter, lower case letter, number, symbol (must contain three of these four requirements), at least 6 characters, must not include your name or a previous password |
| **Infinite Campus**  Use the IC App to see your schedule, grades, and attendance.  Check the portal for important notices. | **Username:** Network username  **Password:** Network password |
| **Google Apps** | **Username:** Networkusername@fairfieldschoos.net  **Password:** Network password |
| **Destiny Library Catalog and Textbook Account**  Link to digital resources, check library holdings, and see your library and textbook accounts. | **Username:** Network username  **Password:** Student ID number |
| **Class Link**  Single sign on access to your school digital resources and H drive. | Link from the school homepage or go to Classlink.com (Be sure you use Chrome as your browser).  Log in with your network username and password and the code **Fairfield** |
| **Research Databases and Virtual Reference Library**  Link to specialized databases and digital reference books from the library website or Class Link. | **Database Passwords:** Class Link will automatically log you in to school databases. If you ever need a password, log into the Destiny Library Catalog and click on the "Home" tab. |
| **OverDrive**  Download e-books and audio books to your computer or mobile device.  Download the free app for faster access.  Great for independent reading, book groups, and to check out digital copies of the books you read in English class. | Select "I am under 13 or using OverDrive for school"  Select your school and log in.  **Library Card Number: s**tudent ID number |
| **TurnItIn.com**  Your teachers will tell you more about using this site to turn in assignments, for peer editing, and more. | **Username:** Your personal e-mail address  **Password:**Create your own password |