**FLHS Library Learning Commons – Student Information** 

The Library Learning Commons is a flexible and creative space that promotes learning, reading, research, and collaboration.  It is used for many purposes including whole class instruction, small group collaboration, teacher/student conferences, book selection, and individual research.    In order to maintain a productive space for all, all library users are asked keep the following in mind:

* Plan to work or read while in the library.
* Be respectful of others.  Conversation should not impact other students’ ability to work.
* 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.  Request a pass at least one period before you plan to be in the library, and let your teacher know what you will work on.
* 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.

Library resources are available 24/7, anywhere you are connected to the internet.  Connect to the library website at <http://fairfieldschools.org/schools/flhs/>to access ebooks, databases, and research tools.  Click “Contact FLHS Library” 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.

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

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

**Library Assistant:** Ms. Marks

**Library Secretary**: Ms. Haney

**After-School Library Support:** Ms. Valiante

**Get Involved, Stay Informed**

* **Join the Library Advisory Group** - Let your voice be heard.  We meet once a marking period to talk about the library and plan library programs.  Be the first to see new books and technology.
* **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!  Ask us for help locating a book or for a book recommendation.  Check out the book of the week - from the cart at the front of the Library or download it from OverDrive.  Use the website to nominate your favorites!
* **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.
* **Academic Center and Math Center**: Located in Library Study Room E.

***continued…***

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

|  |  |
| --- | --- |
| 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) Ex: cwaters.  **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.  Notices do not appear in the app view. | **Username:** network username  **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 |
| **Research Databases and Virtual Reference Library**  Link to specialized databases and digital reference books from the library website.  Download the free *Access My Library* app. | Log into the Destiny Library Catalog and click on the "Home" tab for usernames and passwords.  \*\*Hint – Most databases use Username: fairfieldps, Password: research |
| **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 your school and log in.  **Library Card Number:** Six-digit student ID number (if your ID number is five digits, add a 0 at the beginning)  Read in your browser or follow the prompts to set up an Adobe Digital Reader Account. |
| **TurnItIn.com**  Your teachers will tell you more about using this site to turn in assignments, for peer editing, and more. | **Username:** your e-mail address  **Password:**you will create your own password |

CW

GS, H, Opening, New Stu