

Field Work Daily Logs – Week 4

Date: 7/5/16

Site: John G. Whittier Elementary School

Time: 8:20 a.m. – 2:20 p.m.

Cumulative Total hours: 6 hours

Topic: Library – Reference Sources: Almanac

Activity: Today, eight classes came into the library: two kindergarten classes, a first grade class, a second grade class, two third grade classes, a fourth grade class, and a fourth/fifth grade combo class. It is the last time that the students in this school will visit the library for the rest of the school year so all students checked-in their library books, but did not check books out. The kindergarten through second grade students listened to stories read aloud. Ms. Patterson taught a dictionary skills lesson to the third graders and a lesson on using the Almanac to the fourth and fifth graders.

Reflection: Ms. Patterson taught a great lesson on the use of Almanacs as a reference source. Using an almanac is one of many effective ways of accessing and locating factual information about current events and issues. Unfortunately, many students are not aware of this great resource because they are used to finding things instantly on the internet using search engines, such as Google. To make this lesson fun Ms. Patterson created a crossword puzzle with clues about fun facts that can be found in the Almanac. The learning target for the lesson was to have students use the Index and Table of Contents of the Almanac to locate information. She completed two of the clues on the crossword puzzle with the students to get them started. I was surprised to find that not many students knew how to complete a crossword puzzle. Once students began working in pairs, I noticed that they struggled at first. They had difficulty identifying key terms in the clues given so that they could search for them in the index. Instead, students flipped through the pages looking for the information required. After some more guidance from Ms. Patterson or myself, they began to understand that using the index and table of contents was quicker and more effective. Students became engaged in the lesson as they began to understand how to use the index in the almanac. After this fun and engaging lesson, students have another credible reference source they can use instead of automatically going on the internet.

Date: 7/7/16

Site: John G. Whittier Elementary School

Time: 8:20 a.m. – 1:35 p.m.

Cumulative Total hours: 5.25 hours

Topic: Library – Organization of shelves

Activity: Seven classes came to the library today: one kindergarten class, one first grade class, 3 second grade classes, and 2 fourth grade classes. All classes checked in their books for the last time in the school year. I placed the books back on the shelves after each class visit. Ms. Patterson read *Extra Yarn* by Mac Barnett to the kindergarten students and I read *The Dark* by Lemony Snicket to the first grade students. Ms. Patterson finished reading *Fantastic Mr. Fox* by Roald Dahl to the 3 second grade classes. She also did the crossword puzzle activity with the Almanac with the 2 fourth grade classes.

Reflection: As I was placing books back on shelves, I realized that a lot of thinking must be put into the organization of the books in a library. The Dewey Decimal System is only one factor to consider. At Whittier Elementary School, the library is not very big, so Ms. Patterson had to

figure out an effective way of organizing the books. Books at the first grade level have a red sticker, books at the second grade level are in blue, and books at the third grade level have a green sticker. The fiction and non-fiction books are also organized in a specific way. Fiction books are organized alphabetically by author last name and non-fiction books are organized using the Dewey Decimal System. The way that the library is organized really facilitates the search for students because they are able to quickly find books at their grade-level and the appropriate genre.

Date: 7/8/16

Site: John G. Whittier Elementary School

Time: 8:20 a.m. – 2:20 p.m.

Cumulative Total hours: 6 hours

Topic: Library – End of year procedures

Activity: Today six classes visited the library: a transitional kindergarten class, a 1-3 grade special day class, a first grade class, second grade class, a third grade class, and a fourth grade class. I read two stories to the transitional kindergarten, special education, and first grade classes. Ms. Patterson read Fantastic Mr. Fox to the second grade class, did a dictionary skills lesson with the third grade class, and taught a lesson using the almanac to the fourth grade class. While Ms. Patterson taught the lessons, I was shifting the books on the shelves to make more space for the books that were being returned.

Reflection: Today was the last day of students visiting the library for the whole year. Throughout the week, students have been returning their library books but not checking new ones out. This has caused somewhat of a problem because space is running out on the shelves. Ms. Patterson mentioned that this issue comes up every year because books are no longer in circulation. She will spend next week reorganizing the library and preparing for the next school year. The first step in the process began with the collection of books. I helped her by shifting books on the shelves so that there is space for the books being returned. This process was tedious because we had to shift all books to close any gaps on the shelves, but the books look much more organized. Due to the shift, Ms. Patterson will have to modify the labeled she has on the shelves to fit the new organization. For example, on a shelf labeled fiction L-O (for author last name), now only has books with last names L-N. The next step in the process to prepare for the next school year is to weed out books and repair books. We started repairing some of the books by putting heavy duty clear tape on the spines of books that have been damaged. However, we only did a very small fraction of the library. It will take a lot more time to complete the process. The final step in the process is to take an inventory of the books that are still in the library after the weeding out process. This is done using a computer system that the school district uses for the library. Although this is a long and arduous process, it is necessary in order to keep the library up to date and organized and the books in good shape.

Total hours for the week: 17.25 hours

Cumulative hours: 92 hours