

# Frequently Asked Questions

## Everything you need to K.N.O.W. about your library

**Q: Who is my library media specialist?**

A: I am Mrs. Shannon. I have been a library media specialist in the Cabot School District for 19 years. I am here to help as you strive to become a lifelong learner!

**Q: When is the library open?**

A: The library opens at 7:30 daily. It is open all day, during lunches, and after school until 3:45.

**Q: What may I do when I visit the library?**

A: You may check-out and return library books, do homework, use the computer for a class assignment and/or printing, check your grades, get/reset your password information, get your ID badge replaced for \$5, or just relax and read!

**Q: How do I search for a book in the library?**

A: Log in to a chromebox. Click on the Destiny Card Catalog icon (Q) on the Launchpad. Choose Cabot Junior High School South from the list of schools. Enter your search in the Find box and click Go. Locate the call number and go find your book!

**Q: How are the books in the library arranged?**

A: Fiction books (FIC call number) are on the shelves in the middle of the library. They are arranged alphabetically by the author's last name. Non-Fiction books (Dewey Decimal numbers 001-999) are on the shelves along the walls. Biographies (92 call number) are in the back right of the library back by the ID machine.

**Q: Where are the graphic novels?**

A: Graphic novels are on the spinning display in the back left corner of the library.

**Q: Where are the new books?**

A: New books are on the spinning display in the back right corner of the library.

**Q: Where are the audiobooks?**

A: Audiobooks are located in the front of the library in the Audiobook Center. You may check out 1 audiobook for 1 week. Please take extra care of these expensive little gadgets :)

**Q: How many books may I check out?**

A: You may check out 2 books for 2 weeks, in addition to the novel checked out for English. You may also renew your book if you need longer. You must have your student I.D. badge to check out books.

**Q: What if I return my library books late?**

A: Overdue fines will be charged in grades 7-12. Late fees are 20 cents per day per book. Overdue notices will be passed out in English classes every Wednesday.

**Q: Where do I find resources to help me research for class assignments?**

A: Go to [cabotschools.org](http://cabotschools.org) and find your school (CJHS). Click on CJHS Library Media Center on the left of the page. Under Research Help, you will find the Arkansas State Library/Traveler database, the World Almanac for Kids database, and FactCite. You may use these resources at school and at home.

**Q: How may I help add books to our library collection?**

A: You may help add books to our library through our voluntary CJHS Birthday Book Club! Your parent/guardian can celebrate your birthday in a special way and help our library collection continue to grow. Participation involves a \$10 donation per student. For this donation, you may select a new book to borrow from the Birthday Bookshelf in the library. The inside front cover of the book will have your name and birthdate on a bookplate, and you will have the honor of being the first to check out the new book. These commemorative books will remain throughout the years at CJHS!