



Library Vocabulary

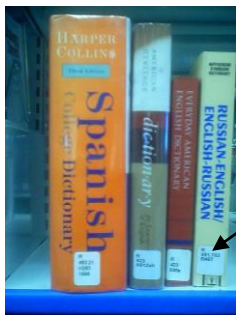


Article - A short report on a topic in a magazine, newspaper or journal.

Bibliography - A list of books or articles about a specific subject or written by a specific author.

Biography - A story about a person's life.

Call Numbers - The numbers found in the library catalog and on the spines of books (see picture below). You will need a call number to find where a book is in the library.



Call number

Check out - To borrow library books for a short time. At the College of Alameda you can check out books for 3 weeks with your student ID.

Circulating Books - Books that you can check out and take home.

Circulation Desk - The circulation desk is where you go to check out books.

Citation - The important pieces of information needed to identify a book, article or other source of information. Use citations to give credit to the person when you use their ideas or words.

Database - A collection of organized information. An example is SIRS. It has articles from magazines, newspapers and journals.

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Due Date - The date you have to return library materials. If you don't return materials by the due date, they are overdue.

EZ Readers - Books at a reading level appropriate for ESL learners.

Fine - Money you might owe for not returning library materials on time.

Journal - A periodical with articles about research or development in a specific subject field.

Librarian - A teacher who has specialized knowledge of libraries.

Library Catalog - A list of the books that you can find in the library.

Overdue - Materials that are not returned by the due date are considered overdue or late. You may have to pay a fine for overdue books.

Periodicals - A general term for magazines, journals and newspapers such as Time, Newsweek and the Oakland Tribune.

Plagiarism - Copying someone else's ideas or words without giving them credit.

Reference Books - Books in which you look up information, for example, dictionaries, encyclopedias and atlases. Reference books cannot be checked out.

Reference Desk - The reference desk is where you go to get help from a librarian in using the library.

Reserve - Books or articles set aside by teachers for two-hour use inside of the library with your student ID.

Student ID - Identification that you need to borrow a book.

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