

To Arrange Library Instruction for a Class

- Deliver a library instruction request form to the reference desk at the VV Library.
- **Or** submit a library instruction request form online from the VV Library Homepage @ <http://www.epcc.edu/Library/vv/Pages/default.aspx>.

Provide the date and time you need the instruction, the course name, the number of students enrolled, how much class time we will have, research topics, and a summary of any other information you would like included. We gear the classes towards specific assignments your students will be working on.

Library Tours/Demonstrations May Include:

- **Library Facilities Tour** – We normally cover the service desks, computers, and collections on the first and second levels of the library; if you would like us to concentrate on a specific area, please ask and we will arrange it. **Reference Collection*
- **OPAC** – EPCC Library Online Computerized Catalog System
- **Online Databases** – The library subscribes to a wide variety of online databases.
- **Open Web** – Searching, Evaluating and Citing
- **Or** a combination of the above focused on the specific research needs of your students
- You may reserve up to 12 computers (second level) so your students can learn hands-on after the class instruction.

We do ask that you allow *at least a week* for us to prepare for your class. Let us know what you need so we can assist you in introducing your students to the principles of research. We want to ensure that your students have a positive library experience.

For more information, call the *Valle Verde Reference Desk* at (915)831-2442.