



Library Instruction Request

Valle Verde Campus

Class being Instructed: _____

early college dual credit

high school's name: _____

Date: _____

7-day advance notice required

Instructor's Name: _____

Time: _____ a.m. p.m.

Phone: _____

Number of Students: _____

E-Mail: _____

Department: _____

Research Topics: _____

<p>Assignment:</p> <p>Informative/Descriptive</p> <p>Persuasive/Argumentative</p> <p>Compare/Contrast</p> <p>Problem/Solution</p> <p>Literary Analysis</p> <p>Other (specify): _____</p> <p>_____</p> <p># of Pages of Paper: _____</p> <p># of Sources Required: _____</p> <p># of Minutes of Speech: _____</p>	<p>Sources Permitted:</p> <p>Reference Books</p> <p>Online catalog(<i>books</i>)</p> <p>Online Databases(<i>articles</i>)</p> <p>Open Web</p> <p>Other (<i>specify below</i>)</p> <p>_____</p> <p>_____</p> <p>Citation Style:</p> <p>MLA APA</p>
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Library Instruction Should Include:	
<p>Library Tour</p> <p>Reference Collection (<i>books</i>)</p> <p>Other (<i>specify below</i>)</p> <p>_____</p>	<p>Online Catalog (<i>books, e-books</i>)</p> <p>Online Databases (<i>articles</i>)</p> <p>Open Web (<i>add preferred sites below</i>)</p> <p>_____</p>

For Office Use Only

Today's Date: _____

Librarian Taking Request: _____

For more information, please call the Valle Verde Library reference desk at (915)831-2442.

NOTE: In case of scheduling conflict, a librarian will contact you to reschedule tour or class.