

# Homework Alerts

## Benefits:

- Libraries can be better prepared to help students
- Library staff can create bibliographies and other resources on a topic
- Teachers can take advantage of library resources

## Possible Formats:

- Online form on both school and library page
- Post card
- Calendar of upcoming units or lesson plans

## Examples of Programs

(From <http://www.ala.org/ala/alsc/alscresources/forlibrarians/schoolplcoopprogs.cfm#assignment> )

**Location:** Woodbury Public Library, Central Valley and Highland Mills, New York

**Title of Program:** Assignment Alert

**Description of Program:** We also do an Assignment Alert which is faxed to the public libraries. A copy of the alert is on one of the public libraries' [home page](#) and is being put on our home page. This alerts the librarians on upcoming assignment that students will be doing.

**Contact Information:**

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**Location:** Multnomah Public Library, Portland, Oregon

**Title of Program:** Assignment Alert

**Age level:** Elementary & Secondary

**Description of Program:** A service provided by the Multnomah County Library School Corps for teachers and school library staff working in Multnomah County schools. Teachers and school library staff fill out our [online form](#) to share their assignments with the Multnomah County School Corps librarians. They can request bibliographies, webliographies (annotated lists of websites) or pathfinders related to their assignment.

**Contact Information:**

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# Sample of Homework Alert Form

## Woodbury Public Library Central Valley and Highland Mills, New York

Use this form to alert the Library about classroom assignments, so that they may prepare in advance to supply materials to help with the assignments. Your input will be emailed directly to a team of Children's Room and Reference staff at the library.

Teacher:

Email:

School:

Grade:

Topic:

Number of Students Assigned:

Date Assignment Will Be Given:

Date Assignment is Due:

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Assignment:

Special requirements on material to be used:

Other Comments:

## Sample of Homework Alert Form

Fill out this form and we'll pull together materials for you and alert librarians at your local library about your class topic. You must be a teacher or school library staff person in a Multnomah County school in order to use this service.

Your name/Title:  School name:  School district:

Phone number:  Fax number:

Grade level:  E-mail address:  Address:

Number of students:  Subject area:

Assignment: Please describe the assignment below. The more information we have about what the students are looking for, the more helpful we can be.

I need a (check all that apply):

Weblibliography (annotated list of websites)  Booklist  Pathfinder  Visit

Date needed:

Note: We need three weeks lead time to prepare booklists.

How should we send you the information?  Mail  E-mail  Fax

Library Pickup:

Thanks for letting us know about this assignment. Please tell other Multnomah County teachers and school library staff about our services.

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