

Capital Area District Libraries, South Lansing branch
3500 S. Cedar
Lansing, MI 48910
(517) 272-9840 ext. 209

ASSIGNMENT ALERT SHEET

Please notify us at least 3 days in advance of an assignment being given.

Teacher: _____ Email: _____

School: _____ Phone: _____

Grade(s): _____ Due date: _____ Number of students: _____

Research topic and details of assignment: (Please be as specific as possible)

Sources:

Are there any types of resource materials you do NOT want students to use? (Ex: the Internet, the World Book Encyclopedia, etc) If so, please list.

What sources are the students REQUIRED to use? (Ex: library databases, the New York Times, etc) Please list.

Is there a specific number of sources students must use? Please specify.

If this is a book report is there a required genre, person, topic or page numbers?

Please fax this form to:

Youth Services at (517) 272-9901

Or email your assignment to zaykok@cadl.org

Thank you for your cooperation in helping to make this research trip to the library a successful one for your students.