



Model Lab School Library Media Center

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CHECK OUT PROCEDURES

Students in 2nd – 12th grades:

- Students are able to have up to 3 books checked out at anytime, **unless there is a book overdue.**
- Standard check out duration is 2 weeks.

Students in Pre- K, Kindergarten, and 1st grade:

- Students are able to have 1 book checked out.
- Standard check out duration is 1 week.

All Students:

- There are no overdue fines, however, **students will not be allowed to check out any other books (even if it is for a class assignment)** until an overdue book is returned or the cost of the book is paid to the library.
- In the event that the overdue book, which has been paid for, is returned to the library or found during inventory, the student will be reimbursed.

BOOK FAIRS

- Scholastic Book Fairs are scheduled for each Semester
 - **Oct. 19 - 24 & 26 – 28, 2015**
 - **Mar. 30 – Apr. 1 & 4 - 8, 2016**
- Parents are encouraged to participate! (Please volunteer through MPO.)

ONLINE RESOURCES (Also linked to Model Library Web Page on www.model.eku.edu)

• MODEL LIBRARY CATALOG

- Model Library Catalog is web-based and accessible from any computer with internet access.
- The direct web address is <http://model.follettdestiny.com>

• KENTUCKY VIRTUAL LIBRARY (KYVL)

- Online Encyclopedias, Magazine Articles, and More!
- KYVL can be accessed directly at www.kyvl.org.
- Access from home:
 - Username: **modellab01**
 - Password: **TBD (ask Library Staff)**

• KETencyclomedia: Discovery Education

- Educational Videos, Clips, Images, Sounds, and More!
- KETencyclomedia can be found under Education on KET's Web Site at www.ket.org or directly at www.ket.org/encyclomedia.
- Elementary Username: **modellabelem**
- Middle School Username: **modellabmiddle**
- High School Username: **modellabhigh**
- Password for all students: **student**