**Agenda for teaching ebooks to teachers:**

1. CASD Foundation grant $ provided them. Integrated seamlessly into our library catalog. No ereader device required.
2. As I show one ebook to the whole group, discuss: Why you might use them:
   1. Allows you to show info. in a book using LCD projector on your ceiling. Doesn’t require the document camera
   2. Group activities
   3. Book talks
   4. Set up as a “station” during ELA
3. How to access ebooks:
   1. Go to Buchanan library
   2. Do a Basic Search. Type “ebooks” in search box.
   3. Alter the reading level if you wish
   4. Choose “Show All”.
      1. I like to sort by call number so that fiction and nonfiction are sorted and nonfiction books are grouped together by topic
      2. Point out how they can note a book’s reading level from here.
   5. Pick one from the list by clicking on its title
      1. Point out how they can see the book’s summary from here.
   6. Click on “Read Online”
   7. Press F11 to fill the screen
   8. How to show 1 or 2 pages at a time
   9. How to advance to next page.
   10. SOME of the books have the “READ” feature highlighted. (ex: “Beaches” at Buchanan). Two negatives: a computerized voice, and it reads the page numbers immediately after the last word on the page.
   11. Go to a page with text. Click on dictionary. Clicking on the speech bubble icon will pronounce the word; the book icon will define the word.
   12. Some books have a “clickable” Table of Contents
   13. “Notes” can only be used when logged in. I would need to create a username and password for you, but that’s very possible.
   14. Demonstrate “Search”. Click on “hit” and the word will be highlighted
   15. Go to Contents. Type in page # to go to, say, the glossary
4. Teach how to find ebooks at other schools.
   1. Change “location” to “all elementary schools”
   2. Note which school has the book you’re looking for
   3. Back out of the catalog and go that THAT school’s library
   4. Ex: the first book on the district-wide search (How is a Law Passed?) is not in our library
5. Teachers won’t always want to browse through a whole list of books. They may want to narrow them to a particular topic/subject. Show how to do a keyword or subject search for a particular topic (ex: Revolutionary War), setting limiters.
   1. Change material type from “Any type” to “Electronic Book”.