



What Every Instructor Always Wanted to Know About the Curriculum Laboratory... But Was Afraid To Ask

Our Services...

Involve 3 spheres: Curriculum, Laboratory, and Staff

To see our vision and services in action, view our main page at: <http://www.uleth.ca/education/resources/curriculum-laboratory>.

Information Literacy in the Curriculum Laboratory:

The following types of formal information literacy sessions are taught by Curriculum Laboratory librarians. Our formal sessions are taught "at point of need," and related to specific class assignments: PSI Semester and curriculum materials orientation in the 2nd full week of classes, Language in Education module orientation in the 3rd full week of classes, a Literature Fair in the 4th full week of classes, and Education 2500 orientations. If you would like to give your class an edge in locating relevant information for a specific assignment, you can request a Post-PSI information literacy session from the librarians in the Curriculum Laboratory. For more information on what is presented, see the [Information Literacy Program](#) handout, found with our General Teaching Handouts.

To book any type of instructional session, contact Bill Glaister or Beth Cormier.

Education Materials in the Laboratory and the Library:

The Curriculum Laboratory is a learning resource centre designed to support the Faculty of Education's teacher education program. It may help to think of the Curriculum Laboratory as a support for the practice of teaching, and the Main Library education collection as a support for the theory of education. The Library's [Education Indexes/Databases](#) are being updated constantly. It is advisable to check these resources before creating or modifying assignments.

Contacts and Suggesting (or Donating) Resources:

If you want to make suggestions for Education titles, please forward these to Bill Glaister. He will then negotiate with Rumi Graham, Education Librarian in the University Library, in order to determine whether the suggestion best fits the practical Curriculum Laboratory collection, or the more theoretical Education collection in the Library. If you would like to make potential donations to the Curriculum Laboratory collection, please be aware that we follow the general guidelines in the Library Donations policies. Contact Bill Glaister for more information.

Using the Facilities For Your Classes:

- Any of the breakout spaces in the Curriculum Laboratory can be booked by you, including L1170G and the Open Area Teaching Space. The spaces are conducive to group work, workshops, presentations, and when your students need easy access to the Curriculum Laboratory materials. These areas are booked by contacting any of the Curriculum Laboratory staff. Available resources include three presentation computers, three portable white boards, three Proxima projectors, overhead projectors, and three Smart Boards. When booking, please specify the equipment needed, and the number of students in the class. Book ahead to make sure we can accommodate your needs.
- The [map of our spaces](#) can be found on our main web page.
- We have several locations to store your materials in the Curriculum Laboratory, including your own whiteboard markers, teaching supplies, etc.

- We have portable carts and crates you can sign out for transporting your materials to and from the Curriculum Laboratory. They are listed in the catalogue under the title "crate" or "Collapsible Fridge Dolly" (you do not have to carry your fridge with them). They are located at our Information Desk.
- LRC does not consistently provide print updates for the Programs of Studies. Therefore, commencing in the 2012/13 academic year, we will no longer provide multiple print copies of these titles. Instructors will need to adjust their assignments to this change for next year.

Instructor Photocopying in the Library:

You can print and copy classroom handouts at any of the Public Printing Stations found in the Library, using your Education code.

Laptop Cart:

The Curriculum Laboratory stores a laptop cart with 16 laptops. It is now booked through the Curriculum Laboratory. Instructors are to pick it up and return it to the closet off of L1170B, and plug it in for the convenience of the next users. There is keypad on the door, so that the cart is available in the evenings and weekends. For security reasons, we ask that instructors do not send students into this area to get the cart.

Storing Teaching Materials In The Lab:

The Curriculum Laboratory has several locations for you to securely store your teaching materials, including the Laptop Storage Closet and behind the Information Desk.

Microwave For Instructor and Education Student Use:

As a pilot project, EUS and The Curriculum Laboratory has purchased a microwave for our Materials Production Room. Wipes are provided, so that users can keep the microwave clean for the next user.

Traditional Resources and Search Guides:

The [Handouts](#) section of the Curriculum Laboratory's main page offers an excellent assortment of useful finding tools and subject specific guides.

Web Resources and Passwords:

- "Great Sites For Educators," found at <http://www.uleth.ca/education/resources/curriculum-laboratory/great-sites>, includes links to a number of web sites plus access to a wide variety of databases for our students, many of which are also used in the schools. Our students receive annual information on how to access these sources through our Information Literacy sessions and through e-mail, including usernames and passwords for our "Digital Resource Subscriptions", found at <http://www.uleth.ca/education/resources/curriculum-laboratory/great-sites/digital-resources>.
- The passwords are e-mailed out to all instructors and Education students each semester, as well as distributed and highlighted during the annual PSI orientation.

Collection Development and Main Curriculum Changes This Year

- We spend approximately \$10,000 to purchase the best reviewed young adult and children's literature each year. See <http://www.uleth.ca/education/resources/curriculum-laboratory/literature/wigham-family-collection> for more information. The Wigham Binders located behind the Curriculum Laboratory Information Desk give you and your students access to the titles we select each year.
- We spend approximately \$25,000 on basic, authorized and non-reviewed resources found in the LRC catalogue each year. The main areas developed this year are outlined in the following table.

- The remaining funds are used to purchase suggested materials, as well as to target specific areas of the collection for development, related to the Alberta Curriculum.

This year the majority of our budget went towards the following subjects: CTS textbook and teacher manual updates for high school, elementary music (new basic series with CDs for all grades), new mathematics basic textbooks for high school.

LRC Ordering Done This Year:

Instructor Requests: Approximately \$4000.00 of materials.

Online subscriptions (and magazines): \$6500.00 or 19% of our budget.

Wigham "Best Books" Orders:

[More Information On The Wigham Collection and Reading Area](#)

Award winning/best books lists	\$7733.00
One time projects: "New and Contemporary Canadian Literature Resources For Secondary Readers"	\$1100.00
One time projects: mathematics literature titles (Supports the literature connections lists found in the the new mathematics textbooks)	\$2600.00
One time projects: "Highly Recommended FNMI Titles Across the Curriculum"	\$1000.00
One time projects: Department of Modern Languages have donated \$7000.00 for the 2011/12 academic year to enhance our French language materials. We are working with them to select, order, catalogue and process these materials.	\$7000.00

Curriculum Laboratory Circulation Statistics:

Total number of items used:	42,355
Traditional items borrowed:	24,179
Web resources used*:	18.156

*The web resources used are an approximate count of the number of times our web resources were accessed by our students, plus the use of our major database subscriptions.

Instructional Services:

	Number of sessions:	Number of participants:
Orientations taught:	72	1267
Class visits:	364	6273

Prepared June 2008 by Bill Glaister and Margaret Rodermond. Updated September 2011.