

Assignment Alert

The assignment alert helps the Orion Township Public Library ensure that your students will have access to the best possible and most appropriate materials for the duration of your assignment. Please submit this form at least five days before the assignment starts. We will send an email acknowledging receipt of the form.

Dates of assignment:	School Name:
Number of students:	Teacher:
Grade level:	Email address:
Is this an annual assignment? Yes No	Phone:

Please write a brief description of the assignment. Please be specific and include all relevant details or important lists. For example, if your class is studying ancient Egypt and will research the tombs of particular pharaohs, please include the names of the pharaohs.

Students may use the following types of resources: (check all that apply):

Books
Magazines
General encyclopedias
Specialized encyclopedias

Pamphlets
A/V materials
Internet resources
Online library databases

Are there any restrictions on materials to be used?

Are there a specific number of resources required to meet this assignment?

Would you like to set up a resource planning session with a librarian at the public library for this assignment?

Would you like to arrange a class visit in conjunction with this assignment?

Thank you for completing the Assignment Alert!

You can mail, fax, deliver in person, or send an email attachment of the completed form to your library liaison at:

Orion Township Public Library, 825 Joslyn, Lake Orion, MI 48362.
248.693.3002. Fax: 248.693.3009

cpoynter@orionlibrary.org
lpannuto@orionlibrary.org

dmotley@orionlibrary.org
kremenar@orionlibrary.org

Think Link

An Educational Partnership



A collaboration between
Lake Orion Community Schools and
Orion Township Public Library