

## Guidelines for Visiting

Visits should be scheduled at least 2 weeks in advance. Visits cannot be scheduled the last 2 weeks of the semester to accommodate student quiet hours and final exams.

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Students must be accompanied by at least 1 adult, more adults may be needed for younger groups. For younger children, please have at least one man and one woman with the group. School librarians are encouraged to accompany the visiting group. Groups over 20 may be divided into smaller groups.

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When scheduling library instruction, students are encouraged to have a research assignment or project.

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A private workspace or computer work station can not be guaranteed for each student.

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KSU Libraries reserves the right to decline a requested tour or instruction if there is a scheduling conflict.

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Our Information Commons provide non-filtered internet access.

To schedule a visit or for more information please contact:



Kristin Whitehair

Resident Instruction Librarian

785-532-2383

[kjw@ksu.edu](mailto:kjw@ksu.edu)

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K-State Libraries K-12 Services Website  
<http://www.lib.ksu.edu/services/highschool.html>



**K-State  
Libraries**

**Services for  
K-12 Students**



## Elementary & Middle School

- Tour of Hale Library including such areas as the Juvenile Literature Collection, Dow Multicultural Resource Center, and murals throughout the building
- Introduction to the K-State Libraries catalog
- Story time, if requested



## Class Tours and Visits

Tours are tailored to the needs of each visiting class.

Here we list some general services offered for K-12 students.



## High School Students

- Tour of Hale Library
- Introduction to K-State Libraries catalog
- Database research instruction—visits can include time for research in conjunction with class assignments and projects
- Orientation to Library of Congress Call Numbers

### About K-State Libraries

Since its founding in 1863, Kansas State University has evolved into a modern institution of higher education, committed to quality programs, and responsive to a rapidly changing world and the aspirations of an increasingly diverse society.

K-State Libraries supports the educational, research, extension, and public service missions of the University by providing easy access to collections, study facilities, and consulting services.

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K-State Libraries include Hale Library and five branch libraries.

A rich collection of information is offered by these libraries via print, audio/visual, micro, and electronic information formats.

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K-State Libraries own approximately 1.6 million volumes. Hale Library is centrally located on the K-State Manhattan campus with nearly 400,000 square feet.