## **MODULE 4: QUIZ**

Employee Name:	Date:	
Title:		
Supervisor:	Department:	
Title:		

CIVI	1301.		Department.	
e:				
1.)	What were each.	the six ideas listed for creating an exce	ellent search str	rategy? List an example for
2.)	-	begin any search, you need to know th atron's original source, if any. Describ mple.	-	
3.)	What is a s	ubject heading? Why are they a good	place to start yo	our search?
4.)	someone w	et five subject headings in your catalog who wants to start a small business rais tle business experience, especially with	ing dogs, but isr	n't sure what kind of dog, and
5.)	Why is it in	nportant to use the index of a referenc	e source? Give	an original example.

6.) Why is it necessary to look up information you think you know?

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7.)	Why should you share all information sources with the patron?
	Name three of the most common reference problems and how you can prevent them from happening.
9.) 1	List any frequently used resources in your library that need to be updated.
	What are some library jargon terms that may come up at your reference desk and the alternative wording that you could use?
	List any technology your library offers to help guide patrons through library resources in a virtual setting.
-	In your opinion, why should the reference desk keep track of searches and official counts of reference transactions?
-	What is the difference between a reference transaction and a directional transaction? Give an example of each.