Texas
Educator Certification
Examination Program

Preparation Manual
School Librarian (150)

Overview and Exam Framework

Sample Selected-Response Questions

Sample Selected-Response Answers and Rationales

Section 3: Overview and Exam Framework
School Librarian (150)

Exam Overview

Exam Name	School Librarian
Exam Code	150
Time	5 hours
Number of Questions	100 selected-response questions
Format	Computer-administered test (CAT)

The TExES School Librarian (150) exam is designed to assess whether an examinee has the requisite knowledge and skills that an entry-level educator in this field in Texas public schools must possess. The 100 selected-response questions are based on the School Librarian exam framework. Questions on this exam range from grades EC–12. The exam may contain questions that do not count toward the score. Your final scaled score will be based only on scored questions.

The Standards

Standard I
Learner-Centered Teaching and Learning: The school librarian is an educational leader who promotes the integration of curriculum, resources and teaching strategies to ensure the success of all students as the effective creators and users of ideas and information, enabling them to become lifelong learners.

Standard II
Learner-Centered Library Program Leadership and Management: The school librarian is an educational leader who promotes the success of all students by acquiring, organizing and managing information for use in a creative and exemplary library program.

Standard III
Learner-Centered Technology and Information Access: The school librarian is an educational leader who promotes the success of all students by facilitating the use and integration of technology, telecommunications and information systems to enrich the curriculum and enhance learning.

Standard IV
Learner-Centered Library Environment: The school librarian is an educational leader who promotes the success of all students by establishing a climate in the library that enables and encourages all members of the learning community to explore and meet their information needs.

Standard V	Learner-Centered Connections to the Community: The school librarian is an educational leader who promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs and fostering the use of community resources.
Standard VI	Learner-Centered Information Science and Librarianship: The school librarian is an educational leader who promotes the success of all students by possessing and utilizing a unique knowledge base that draws from both education and library information science to provide experiences that help learners locate, evaluate and use information to solve problems while becoming lifelong readers and learners.

Domains and Competencies

Domain	Domain Title	Approx. Percentage of Exam	Standards Assessed
I	Teaching, Learning and the School Library Environment	25%	School Librarian I, IV
II	Program Management, Leadership and Connections to the Community	30%	School Librarian II, V
III	Librarianship, Information Science and Technology	45%	School Librarian III, VI
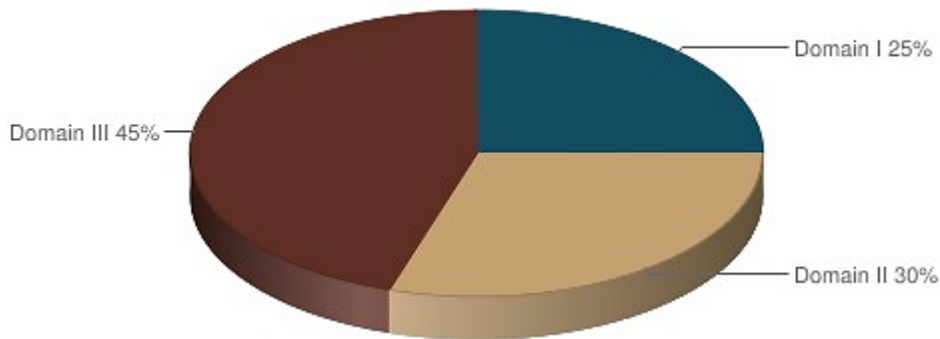
The content covered by this exam is organized into broad areas of content called **domains**. Each domain covers one or more of the educator standards for this field. Within each domain, the content is further defined by a set of **competencies**. Each competency is composed of two major parts:

- The **competency statement**, which broadly defines what an entry-level educator in this field in Texas public schools should know and be able to do.

- The **descriptive statements**, which describe in greater detail the knowledge and skills eligible for testing.

Domain I—Teaching, Learning and the School Library Environment

Competency 001—(Teaching and Learning in the School Library Program): The school librarian understands teaching and learning processes and promotes the integration of curriculum, resources and teaching strategies to ensure all students' success as creators and users of ideas and information.

The beginning school librarian:

A. Participates as an educational leader, an equal partner and a change agent in the curriculum development process at both the campus and district levels.

B. Understands curriculum design and participates in integrated planning of a shared campus vision that focuses on reading, teaching and learning.

C. Uses collaborative planning, cooperative teaching and direct instruction, as determined by students' needs and state curriculum standards.

D. Teaches students effective strategies to locate, gather, select, synthesize and evaluate information.

E. Instructs students in the ethical use of information resources (e.g., plagiarism, copyright, acceptable use).

F. Collaborates with faculty to design instructional activities that foster independent learning.

G. Adapts teaching strategies to address the diverse learning needs and varied cultural backgrounds of the student population.

H. Provides and promotes ongoing staff development/continuing professional education (e.g., integration of information technology, information literacy, literature appreciation) for the learning community.

I. Provides and promotes ongoing learning opportunities (e.g., integration of information technology, information literacy, literature appreciation) for students.

J. Directs and encourages students to read, view, experience and listen to a variety of fiction and nonfiction resources for personal and informational needs.

Competency 002—(Library Environment): The school librarian establishes a library environment that enables and encourages all members of the learning community to explore and meet their information needs.

The beginning school librarian:

A. Understands principles of exemplary library design as defined by state and federal guidelines for a simultaneous-use facility for individuals, small groups and classes.

B. Develops and maintains a flexible, functional and barrier-free library facility that is safe, secure and age-appropriate.

C. Uses space effectively in the school library (e.g., for displays of student-produced, faculty-produced and community-produced materials and collections).

D. Promotes equitable access to resources and information during and beyond the instructional day and school year.

E. Creates a learning environment in which the diversity of groups and the uniqueness of individuals are recognized and appreciated.

F. Provides access to library resources and facilities through open, flexible scheduling for classes, small groups and individuals.

Domain II—Program Management, Leadership and Connections to the Community

Competency 003—(Library Program Management): The school librarian understands library program management and acquires, organizes and manages resources.

The beginning school librarian:

A. Uses effective decision making (e.g., synthesizing information from a variety of sources) to develop and maintain an exemplary library program.

B. Develops procedures for the school library program to ensure compliance with Board policies and local, state and federal laws.

C. Uses effective strategies and techniques for systematically performing fiscal library management operations (e.g., record keeping, budgeting, purchasing, grant writing).

D. Manages and maintains facilities and resources (e.g., scheduling, circulation, inventory, repair, reporting).

E. Supervises students and implements programs to manage and evaluate human resources.

F. Collaborates with faculty to evaluate (e.g., select, weed) library resources that support the curriculum and leisure reading.

G. Designs and implements acceptable use policies for current and emerging technologies.

H. Monitors, assesses and employs existing and emerging technologies for management applications.

I. Uses effective planning, time management and organization of work to maximize attainment of district and campus goals.

Competency 004—(Library Program Leadership and Connections to the Community): The school librarian exhibits library program leadership and collaborates within the school and community to promote the success of all students.

The beginning school librarian:

A. Advocates for the development of an exemplary library program that encourages excellence in all students.

B. Designs and uses statistical reports to support an exemplary library program.

C. Applies effective leadership strategies within campus and district administrative structures to promote library program goals.

D. Promotes awareness of, respect for and responsiveness to learning differences and diversity within the school and community.

E. Communicates effectively through oral, written, electronic and nonverbal expression.

F. Establishes partnerships with businesses, learning institutions, global communities, organizations and other libraries to strengthen programs and support campus goals.

G. Develops library programs that offer families opportunities to participate in school activities and in their children's education.

H. Develops and implements a comprehensive public relations program (e.g., news media, Web pages, newsletters) that effectively involves and informs multiple constituencies.

Domain III—Librarianship, Information Science and Technology

Competency 005—(Librarianship and Information Science): The school librarian applies knowledge of librarianship and information science to help the school community locate, evaluate and use information to solve problems and to encourage lifelong reading and learning.

The beginning school librarian:

A. Understands the role of all types of libraries and information agencies in an integrated learning environment.

B. Understands the role of the school library program as a central element in the intellectual life of the school.

C. Applies knowledge of theories, principles and skills related to collection development (e.g., evaluating, selecting and acquiring resources).

D. Applies standard procedures (e.g., AACR, Dewey, LCSH, MARC) for classifying, cataloging and processing resources.

E. Applies knowledge of theories, principles and skills related to organization, storage and retrieval of resources.

F. Applies bibliographic and retrieval techniques for organizing and using information sources.

G. Effectively interviews patrons to determine information needs.

H. Applies knowledge of literature and information resources to help patrons select materials.

I. Employs a variety of techniques (e.g., reading materials, media, programs, motivational strategies) to guide the development of independent readers.

J. Understands and applies principles of ethical behavior (e.g., intellectual freedom, information access, privacy, intellectual property) in various professional contexts.

K. Demonstrates a commitment to the library profession (e.g., membership in professional organizations, participation in continuing education, collaboration with other information professionals).

Competency 006—(Information Access and Technology): The school librarian uses and integrates technology telecommunications and information systems to enrich the curriculum, enhance learning and promote the success of the school community.

The beginning school librarian:

A. Understands basic terms and concepts of current technology (e.g., hardware, software applications and functions, input/output devices, networks).

B. Evaluates, acquires, analyzes and manages digital resources (e.g., databases, network information) and assesses information for accuracy and validity.

C. Uses existing and emerging technologies to access, evaluate and disseminate information for library and instructional programs.

D. Uses interlibrary loan to facilitate information access beyond the campus.

E. Uses productivity tools to communicate information in various formats (e.g., newsletters, multimedia presentations, Web applications, teleconferencing).

F. Uses information problem-solving processes, activities and materials to integrate the state-mandated curriculum for technology applications into the library program.

G. Models successful search strategies using technology.

H. Guides students and staff to utilize established criteria (e.g., design, content delivery, audience, relevance) in the development of technology-based products.

I. Participates in district, state and national technology initiatives.

J. Selects and utilizes automation systems, including OPAC on the Web, to provide maximum access to resources.

Section 4: Sample Selected-Response Questions
School Librarian (150)

This section presents some sample exam questions for you to review as part of your preparation for the exam. To demonstrate how each competency may be assessed, sample questions are accompanied by the competency that they measure. While studying, you may wish to read the competency before and after you consider each sample question. Please note that the competency statements do not appear on the actual exam.

For each sample exam question, there is a correct answer and a rationale for each answer option. The sample questions are included to illustrate the formats and types of questions you will see on the exam; however, your performance on the sample questions should not be viewed as a predictor of your performance on the actual exam.

Domain I—Teaching, Learning and the School Library Environment

Competency 001—(Teaching and Learning in the School Library Program): The school librarian understands teaching and learning processes and promotes the integration of curriculum, resources and teaching strategies to ensure all students' success as creators and users of ideas and information.

1. Each year, an elementary school librarian arranges for students to hear a local storyteller. This is most likely intended to develop students'

    A.   visual literacy.

    B.   discussion skills.

    C.   imaginative abilities.

    D.   reasoning skills.

   Answer _____

2. Which of the following themes is most commonly found in realistic contemporary fiction for middle school students?

    A.   Survival

    B.   The struggle between good and evil

    C.   Overcoming obstacles

    D.   Coming of age

   Answer _____

3. A school library benefits by participation in a consortium by

    A.   gaining access to a union catalog.

    B.   increasing the availability of items for interlibrary loan.

    C.   increasing access to technical support for library management software.

    D.   sharing the expense of a large purchase.

   Answer _____

4. A librarian knows that a seventh-grade science class will soon begin a unit on forensics. The best way for the librarian to establish a collaborative relationship with the science teacher is to

    A. work with the teacher to plan lessons that integrate information literacy skills.

    B. require the teacher to meet after school a few weeks prior to the unit to plan lessons.

    C. schedule all the instruction related to the forensics unit to occur in the library.

    D. plan several lessons about forensics and then present them to the teacher.

Answer _____

5. Which of the following is the best way for a school librarian to inform the principal of the activities going on in the library?

    A. Supply the principal with the daily circulation records

    B. Provide a monthly report showing collaborative lessons that have taken place in the library

    C. Post the library's daily schedule on the school website

    D. Schedule periodic meetings with the principal to review library needs

Answer _____

Competency 002—(Library Environment): The school librarian establishes a library environment that enables and encourages all members of the learning community to explore and meet their information needs.

6. Which of the following practices restricts students' access to information?

    A. Putting items on overnight loan when demand is high

    B. Creating separate grade-level collections

    C. Purchasing the majority of new items at the reading level of the students in the school

    D. Requiring students to present library cards to check out items

Answer _____

7. Which of the following is the best argument for extending a school library's hours to include hours before and after school?

    A. Students will be able to choose reading materials without teacher guidance.

    B. Students will have more items available for checkout.

    C. Students will have greater Internet access because filters will be turned off.

    D. Students will be able to access information at their point of need.

Answer _____

8. A school librarian has limited display space in the library classroom. To use the display space most effectively, the librarian should display

    A. posters featuring celebrities who read for pleasure.

    B. materials produced by students in library classes.

C. flyers promoting activities in the public library.

D. the jackets of newly purchased books.

Answer _____

9. Mr. Jacobsen, a middle school librarian, discovers that the principal has assigned him to after-school bus duty. The librarian's best response to this duty assignment is to

A. accept that all teachers are rotated in and out of duties and it is his turn.

B. go to bus duty on afternoons he can leave the library.

C. find a faculty member willing to switch duty assignments with him.

D. discuss with the principal the benefits of his being in the library after school.

Answer _____

10. Which of the following actions is most likely to preserve and extend the life of the print materials in a library?

A. Storing print materials in stacks near a window to allow for the circulation of air

B. Placing print materials on their sides to relieve weight on their spines

C. Covering collections of works not in use with plastic sheeting

D. Maintaining consistent levels of humidity and temperature

Answer _____

Domain II—Program Management, Leadership and Connections to the Community

Competency 003—(Library Program Management): The school librarian understands library program management and acquires, organizes and manages resources.

11. Each year a school librarian receives a budget detailing the amount of money to be spent in each of several areas. Which of the following would be the most appropriate way for the library media specialist to spend the funds allocated for new books?

A. Divide the funds equally among each grade level

B. Divide the funds equally among the Dewey categories

C. Ask the staff and students to submit titles they would like added to the library

D. Follow a collection development plan based on the library's goals and needs

Answer _____

12. A private school has donated its library collection to the public school library. Which of the following is the school librarian's most important task after acquiring the collection?

A. Weeding the collection

B. Changing the bar codes and ownership marks

C. Cataloging the donated books

D. Adding the new items to the inventory

Answer _____

13. A consultant holding a teacher workshop asks the school librarian if she can use a computer in the library to check her email. Which of the following policies will be most helpful to the librarian in responding to the request?

A. Selection

B. Acceptable use

C. Code of conduct

D. Equitable access

Answer _____

14. A teacher brings a class to the library to select recreational reading books. While students browse, the teacher sits in the reference section and marks papers. After selecting their books, some students begin joking with each other and socializing loudly. Which of the following is the librarian's best response to the situation?

A. Asking the teacher to supervise the class

B. Telling the teacher that the students have selected their books and are ready to leave the library

C. Distracting the disruptive students by having them help at the circulation desk

D. Redirecting the students by reminding them of appropriate library behavior

Answer _____

Competency 004—(Library Program Leadership and Connections to the Community): The school librarian exhibits library program leadership and collaborates within the school and community to promote the success of all students.

15. A school librarian holds a Bluebonnet Breakfast Club where once a week a Bluebonnet book is read aloud. The librarian could best use this activity to build relations with the community by

A. asking local businesses to donate money for refreshments.

B. opening the club to parents and teachers.

C. including information about the activity in the school newsletter.

D. inviting community leaders to be guest readers.

Answer _____

16. The best way for a new library media specialist to connect with the greater community would be to

A. welcome parent volunteers into the library.

B. host a family reading night to be held in the library.

C. solicit donations from corporations within the community.

D. open the library to the public during school hours.

Answer _____

17. Which of the following activities will be most effective in raising awareness for the school library's programs and services in both the school community and the greater community?

    A. Holding an open house in the library showcasing the available resources and services

    B. Running an advertisement in the local community newspaper

    C. Announcing new materials and services at monthly faculty meetings

    D. Hosting an assembly with a visiting author that is open to the public

Answer _____

18. Which of the following is the most important purpose of the statistics gathered by a school librarian?

    A. Managing the internal workings of the library

    B. Confirming the value of the provided services

    C. Promoting library services to different user groups

    D. Forming long-term strategic plans

Answer _____

Domain III—Librarianship, Information Science and Technology

Competency 005—(Librarianship and Information Science): The school librarian applies knowledge of librarianship and information science to help the school community locate, evaluate and use information to solve problems and to encourage lifelong reading and learning.

19. The athletic coach in a high school seeks advice from the school librarian about how to legally and ethically incorporate a professional team logo into the athletic department's Web page. The librarian's most appropriate response to the coach is to

    A. use the logo freely since the school is an educational institution.

    B. change the logo slightly so it will no longer be subject to copyright law.

    C. include a sentence of thanks to the professional teams for the use of their logo.

    D. consider creating their own logo or selecting one from a copyright-free website instead.

Answer _____

20. Which of the following will be most helpful to a library technician whose job is to enter bibliographic and descriptive data into the library's computerized catalog system?

    A. The work's title page

    B. AACR2

    C. *CIP*

    D. Sears List of Subject Headings

Answer _____

21. A group of parents object to the inclusion of stories about ghosts and other supernatural topics in a middle school library. Which of the following documents will be most helpful to the librarian when responding to the parents' complaint?

    A. A summary of the language arts curriculum

    B. The library's materials selection policy

    C. The school's position statement on intellectual freedom

    D. Code of Ethics of the ALA

Answer _____

22. In databases and other reference resources, controlled vocabulary is used to

    A. return the most recent search results first.

    B. allow the user to search using Boolean operators.

    C. make searching more efficient.

    D. keep cataloging records consistent.

Answer _____

23. In which of the following selection tools will a school librarian find only recommended items?

    A. School Library Journal

    B. Booklist

    C. American Libraries

    D. The Horn Book Magazine

Answer _____

24. A teacher consults the school librarian about showing her class a program taped from a commercial television network. Under which of the following conditions is it legal for the teacher to show the video?

    A. If students have a signed permission form allowing them to view the program

    B. If the subject matter of the program is part of the curriculum presently taught

    C. If the program is used for face-to-face instruction and kept for a limited amount of time thereafter

    D. If the teacher has previewed the program for appropriateness

Answer _____

25. Under usual circumstances, the bulk of a school library budget is spent on

    A. reference books.

    B. newly published works.

    C. subscriptions.

    D. replacements for lost or damaged items.

Answer _____

26. Which of the following is the primary purpose of conducting an inventory of a library collection?

    A. Gathering data on rates of loss

    B. Noting items that need repair or replacement

    C. Ensuring the accuracy of the library catalog records

    D. Returning misshelved items to their proper place

Answer _____

Competency 006—(Information Access and Technology): The school librarian uses and integrates technology telecommunications and information systems to enrich the curriculum, enhance learning and promote the success of the school community.

27. MARC records are helpful in organizing the resources in a library because they

    A. indicate how items are to be arranged on the shelves.

    B. provide information about the appropriateness of items.

    C. streamline technical services for most libraries.

    D. enable many types of statistical analysis.

Answer _____

28. A high school student tells the school librarian that his English teacher has given him an assignment on Shakespeare. Which of the following is the first question the librarian should ask the student?

    A. What type of assignment are you working on?

    B. Which Shakespearean work are you researching?

    C. Have you gathered any information so far?

    D. Do you know how to access electronic databases?

Answer _____

29. A school librarian is teaching a lesson on Boolean operators. Some students are having trouble visualizing the concept. Which of the following representations will be most helpful to these students?

    A. Spider web

    B. Venn diagram

    C. Flowchart

    D. T-chart

Answer _____

30. A student researching famous artists typed art* in the search box. The search returned an overwhelming number of results, most of which are unrelated to the topic. The student is most likely to benefit by additional instruction in

    A. understanding truncation.

    B. using Boolean operators to broaden a search.

C. selecting the appropriate database.

D. searching using keywords.

Answer _____

31. Including a link to the library's online catalog on the school website increases users' access to resources. However, allowing public access to the library catalog may also lead to an increase in

A. overdue materials.

B. network problems.

C. viruses.

D. book challenges.

Answer _____

32. A group of teachers from San Antonio have instituted a motivational program that has increased and improved communication between teachers and parents of at-risk students. A principal at a school in Amarillo would like staff members to meet with those teachers and gain insight from their experience and has asked the school librarian for suggestions. The librarian's best suggestion is to

A. have the participants speak to each other using a video calling service.

B. ask the San Antonio staff to put together a multimedia presentation.

C. arrange for a teleconference with all participants.

D. send representative staff to Amarillo.

Answer _____

33. A school librarian is completing a request by the principal to receive a periodical through interlibrary loan. Which of the following steps in the interlibrary loan process is the principal responsible for?

A. Supplying information sufficient to identify the periodical

B. Placing the request with the lending library

C. Deciding when the periodical is due back to the lending library

D. Arranging for the return of the periodical to the lending library

Answer _____

34. Which of the following is the primary advantage of a school library using an online circulation and cataloging system?

A. A certified librarian is no longer needed to manage the library.

B. Users may manage their accounts remotely.

C. Users' circulation history may be accessed.

D. The technical staff is free to do other tasks.

Answer _____

35. A librarian should consult the licensing agreement that accompanies a new software program or application to determine

      A. the terms of its warranty.

      B. the hardware needed for its operation.

      C. its grade level and content.

      D. its legal use.

Answer _____

Multiple-Competencies Passages

Questions 36–37 refer to the following information.

Ms. Barclay is the new librarian in a K–5 school. She learns that in the current program, classes visit weekly to hear a story and select books. Teachers have their preparation period while their classes are in the library. The school leadership believes the library program is effective because the circulation numbers are high; however, Ms. Barclay wants to redesign the program to meet the goals stated in *School Library Programs: Standards and Guidelines for Texas*.

Competency 004—(Library Program Leadership and Connections to the Community): The school librarian exhibits library program leadership and collaborates within the school and community to promote the success of all students.

36. Which of the following should be the librarian's first step in redesigning the school's library program?

      A. Creating a budget

      B. Locating new resources

      C. Developing long-term goals

      D. Evaluating the current program

Answer _____

Competency 003—(Library Program Management): The school librarian understands library program management and acquires, organizes and manages resources.

37. Which of the following changes should the librarian propose to the principal first?

      A. Sharing the technology responsibilities with the technology specialist

      B. Starting flexible scheduling so that students have more access to resources

      C. Including the librarian in team planning sessions with classroom teachers

      D. Requesting to form a team that includes herself and other specialists, such as the nurse and counselor

Answer _____

Questions 38–40 refer to the following information.

Berkermen, Larry

Cryptozoology alphabet: the encyclopedia of monsters, aliens, and other unexplained mysteries of nature. {by}

Larry Berkermen and Jessica Colman. Great Reads. 2013 115 p il

$11

Grades: 6 and up

ISBN 0-612-86556-6; 0-612-86506-6; 0-612-86507-9

LC 99-31023

This work "contains one entry for each letter of the alphabet (A is for Aliens, B is for Bigfoot, etc.), including newly discovered animals and biographies of the cryptid enthusiasts who dedicate their lives to finding them."

Publisher's note

Includes bibliographic reference

Competency 005—(Librarianship and Information Science): The school librarian applies knowledge of librarianship and information science to help the school community locate, evaluate and use information to solve problems and to encourage lifelong reading and learning.

38. In which of the Dewey classes is this work most likely to be found?

     A. 000s

     B. 200s

     C. 600s

     D. 800s

  Answer _____

Competency 006—(Information Access and Technology): The school librarian uses and integrates technology telecommunications and information systems to enrich the curriculum, enhance learning and promote the success of the school community.

39. The three ISBNs probably indicate that the work is

     A. the third of several revisions.

     B. the third in a series of works.

     C. available in different formats.

     D. also published outside the United States.

  Answer _____

Competency 001—(Teaching and Learning in the School Library Program): The school librarian understands teaching and learning processes and promotes the integration of curriculum, resources and teaching strategies to ensure all students' success as creators and users of ideas and information.

40. A middle school librarian can most appropriately include this work in which of the following recommended lists?

    A. Classroom read-alouds

    B. Books for reluctant readers

    C. Supplemental resources for the life science course

    D. Lunchtime reading club

Answer _____

Preparation Manual

Section 4: Sample Selected-Response Answers and Rationales School Librarian (150)

This section presents some sample exam questions for you to review as part of your preparation for the exam. To demonstrate how each competency may be assessed, sample questions are accompanied by the competency that they measure. While studying, you may wish to read the competency before and after you consider each sample question. Please note that the competency statements do not appear on the actual exam.

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Domain I—Teaching, Learning and the School Library Environment

Competency 001—(Teaching and Learning in the School Library Program): The school librarian understands teaching and learning processes and promotes the integration of curriculum, resources and teaching strategies to ensure all students' success as creators and users of ideas and information.

1. Each year, an elementary school librarian arranges for students to hear a local storyteller. This is most likely intended to develop students'

    A. visual literacy.

    B. discussion skills.

    C. imaginative abilities.

    D. reasoning skills.

Answer

Option C is correct because a primary purpose of storytelling is enabling the listener to experience a story through imagination. **Option A is incorrect** because storytelling is oral. **Option B is incorrect** because discussion does not occur during storytelling. **Option D is incorrect** because reasoning requires students to apply logic to form conclusions. This skill would not be developed by listening to a storyteller.

2. Which of the following themes is most commonly found in realistic contemporary fiction for middle school students?

    A. Survival

    B. The struggle between good and evil

    C. Overcoming obstacles

    D. Coming of age

Answer

Option D is correct because most popular books for children and adolescents are about struggling toward adulthood. **Options A through C are incorrect** because these themes, although sometimes present, are not the most commonly found in fiction for middle school students.

3. A school library benefits by participation in a consortium by

    A. gaining access to a union catalog.

    B. increasing the availability of items for interlibrary loan.

    C. increasing access to technical support for library management software.

    D. sharing the expense of a large purchase.

Answer

Option D is correct because the individual budget of a school library may not support the purchase of an expensive service, such as an online database. Libraries belonging to a consortium have increased buying power. **Options A and B are incorrect** because a library does not need to belong to a consortium to have access to the services described. **Option C is incorrect** because the amount of technical support offered is determined by the vendors of individual products.

4. A librarian knows that a seventh-grade science class will soon begin a unit on forensics. The best way for the librarian to establish a collaborative relationship with the science teacher is to

    A. work with the teacher to plan lessons that integrate information literacy skills.

    B. require the teacher to meet after school a few weeks prior to the unit to plan lessons.

    C. schedule all the instruction related to the forensics unit to occur in the library.

    D. plan several lessons about forensics and then present them to the teacher.

Answer

Option A is correct because the teacher and the librarian each contribute their expertise in planning the lesson. **Option B is incorrect** because a librarian cannot require a teacher to meet outside school hours. **Option C is incorrect** because much of the unit can effectively be taught in the classroom, with library use integrated when appropriate. **Option D is incorrect** because acting independently to plan lessons is not an example of collaboration.

5. Which of the following is the best way for a school librarian to inform the principal of the activities going on in the library?

    A. Supply the principal with the daily circulation records

    B. Provide a monthly report showing collaborative lessons that have taken place in the library

    C. Post the library's daily schedule on the school website

    D. Schedule periodic meetings with the principal to review library needs

Answer

Option B is correct because to determine the effectiveness of the library program, a principal must know the extent to which the program is serving the information needs of students and staff. **Options A and C are incorrect** because they would not provide any information a principal is likely to find meaningful. **Option D is incorrect** because it does not serve to inform the principal of library activities.

Competency 002—(Library Environment): The school librarian establishes a library environment that enables and encourages all members of the learning community to explore and meet their information needs.

6. Which of the following practices restricts students' access to information?

    A. Putting items on overnight loan when demand is high

    B. Creating separate grade-level collections

    C. Purchasing the majority of new items at the reading level of the students in the school

    D. Requiring students to present library cards to check out items

Answer

Option B is correct because labeling items by grade level restricts their use for students in grade levels above and below. **Option A is incorrect** because limiting circulation is occasionally necessary to ensure the availability of materials. **Option C is incorrect** because it is reasonable for a school library to align its collection to the grade levels of its users. **Option D is incorrect** because the use of library cards is necessary for keeping track of library materials and does not limit students' access.

7. Which of the following is the best argument for extending a school library's hours to include hours before and after school?

    A. Students will be able to choose reading materials without teacher guidance.

    B. Students will have more items available for checkout.

    C. Students will have greater Internet access because filters will be turned off.

    D. Students will be able to access information at their point of need.

Answer

Option D is correct because longer hours will allow students increased access to the materials in the library. **Options A and B are incorrect** because students can both access all materials and select materials without guidance during regular school hours. **Option C is incorrect** because computer filtering systems are not turned on and off according to school hours.

8. A school librarian has limited display space in the library classroom. To use the display space most effectively, the librarian should display

    A. posters featuring celebrities who read for pleasure.

    B. materials produced by students in library classes.

    C. flyers promoting activities in the public library.

    D. the jackets of newly purchased books.

Answer

Option B is correct because the display area is not in the library, but in the library classroom where it is both meaningful and appropriate to display the work of students and their peers. **Options A, C and D are incorrect** because they are more appropriate displays for the library itself since they serve to promote reading and the reading materials available in the library.

9. Mr. Jacobsen, a middle school librarian, discovers that the principal has assigned him to after-school bus duty. The librarian's best response to this duty assignment is to

A. accept that all teachers are rotated in and out of duties and it is his turn.

B. go to bus duty on afternoons he can leave the library.

C. find a faculty member willing to switch duty assignments with him.

D. discuss with the principal the benefits of his being in the library after school.

Answer

Option D is correct because it considers that the principal does not realize that the librarian is needed in the library after school and provides the opportunity for the librarian to be assigned another duty. **Option A is incorrect** because it reduces users' access to the library. **Option B is incorrect** because it would leave students unattended at the buses. **Option C is incorrect** because duty assignments are made by the principal, not by agreement between teachers.

10. Which of the following actions is most likely to preserve and extend the life of the print materials in a library?

A. Storing print materials in stacks near a window to allow for the circulation of air

B. Placing print materials on their sides to relieve weight on their spines

C. Covering collections of works not in use with plastic sheeting

D. Maintaining consistent levels of humidity and temperature

Answer

Option D is correct because fluctuations in temperature and humidity are damaging to print materials. **Option A is incorrect** because light accelerates the deterioration of paper, and proximity to outside airflow will result in fluctuations of temperature and humidity. **Option B is incorrect** because the weight of stacked volumes compresses the books' spines and pages. **Option C is incorrect** because plastic sheeting may trap moisture, encouraging warping, mold formation, and insect infestation.

Domain II—Program Management, Leadership and Connections to the Community

Competency 003—(Library Program Management): The school librarian understands library program management and acquires, organizes and manages resources.

11. Each year a school librarian receives a budget detailing the amount of money to be spent in each of several areas. Which of the following would be the most appropriate way for the library media specialist to spend the funds allocated for new books?

A. Divide the funds equally among each grade level

B. Divide the funds equally among the Dewey categories

C. Ask the staff and students to submit titles they would like added to the library

D. Follow a collection development plan based on the library's goals and needs

Answer

Option D is correct because the purpose of a collection development plan is to guide the growth and management of the library collection by providing a framework for the librarian to spend library funds. **Options A and B are incorrect** because a collection is developed by identified need, which is not always equal grade to

grade, or among the Dewey categories. **Option C is incorrect** because input from users is one aspect of the collection development policy.

12. A private school has donated its library collection to the public school library. Which of the following is the school librarian's most important task after acquiring the collection?

    A. Weeding the collection

    B. Changing the bar codes and ownership marks

    C. Cataloging the donated books

    D. Adding the new items to the inventory

Answer

    Option A is correct because weeding the collection will eliminate the need to mark, catalog and inventory books that will not become part of the school library's collection. **Options B through D** are incorrect because these will not be done if the book does not become a part of the school library's collection.

13. A consultant holding a teacher workshop asks the school librarian if she can use a computer in the library to check her email. Which of the following policies will be most helpful to the librarian in responding to the request?

    A. Selection

    B. Acceptable use

    C. Code of conduct

    D. Equitable access

Answer

    Option B is correct because acceptable use policies provide guidelines for the use of a district's technology and would address individual's access to personal email in school. **Option A is incorrect** because selection policies provide guidelines for the development of the library collection. **Option C is incorrect** because the code of conduct regulates student behavior. **Option D is incorrect** because an equitable access policy guarantees equal access to all users to the library's materials, programs and services.

14. A teacher brings a class to the library to select recreational reading books. While students browse, the teacher sits in the reference section and marks papers. After selecting their books, some students begin joking with each other and socializing loudly. Which of the following is the librarian's best response to the situation?

    A. Asking the teacher to supervise the class

    B. Telling the teacher that the students have selected their books and are ready to leave the library

    C. Distracting the disruptive students by having them help at the circulation desk

    D. Redirecting the students by reminding them of appropriate library behavior

Answer

    Option D is correct because the librarian is a professional educator and is capable of applying the principles of classroom management. **Options A and B are incorrect** because although the responsibility is often shared with teachers, the librarian is the primary manager of student behavior in the library. The librarian can redirect the students without teacher help or without asking the class to leave the library. **Option C is incorrect** because the students' purpose in the library is to select and read their books, not to serve as library helpers.

Competency 004—(Library Program Leadership and Connections to the Community): The school librarian exhibits library program leadership and collaborates within the school and community to promote the success of all students.

15. A school librarian holds a Bluebonnet Breakfast Club where once a week a Bluebonnet book is read aloud. The librarian could best use this activity to build relations with the community by

> A. asking local businesses to donate money for refreshments.
>
> B. opening the club to parents and teachers.
>
> C. including information about the activity in the school newsletter.
>
> D. inviting community leaders to be guest readers.

Answer

> **Option D is correct** because inviting community members to participate would serve the purpose of involving them in the school library program in a positive way. **Option A is incorrect** because it makes use of community resources but does not involve the community. **Option B is incorrect** because it involves only parents and teachers. **Option C is incorrect** because community members would not have access to the school newsletter.

16. The best way for a new library media specialist to connect with the greater community would be to

> A. welcome parent volunteers into the library.
>
> B. host a family reading night to be held in the library.
>
> C. solicit donations from corporations within the community.
>
> D. open the library to the public during school hours.

Answer

> **Option B is correct** because it allows the school librarian to meet community members and showcase the library's resources. **Option A is incorrect** because it will form connections with only those parents who are available to volunteer. **Option C is incorrect** because it will form connections with only those groups able to provide donations. **Option D is incorrect** because opening the school building to the public would pose a security risk to students and staff.

17. Which of the following activities will be most effective in raising awareness for the school library's programs and services in both the school community and the greater community?

> A. Holding an open house in the library showcasing the available resources and services
>
> B. Running an advertisement in the local community newspaper
>
> C. Announcing new materials and services at monthly faculty meetings
>
> D. Hosting an assembly with a visiting author that is open to the public

Answer

> **Option A is correct** because an open house exposes a large number and variety of people to the resources, programs and services of the library. **Option B is incorrect** because it would be an expenditure of funds difficult to justify. **Options C and D are incorrect** because they would do little to raise awareness outside of a limited group of people.

18. Which of the following is the most important purpose of the statistics gathered by a school librarian?

    A. Managing the internal workings of the library

    B. Confirming the value of the provided services

    C. Promoting library services to different user groups

    D. Forming long-term strategic plans

Answer

Option B is correct because the overarching purpose of gathering statistics is demonstrating the value of the library's resources, programs, and services to the school and greater communities. **Options A, C and D** are incorrect because while statistics may be one of several factors used in managing the library, reaching different user groups, or forming long-term plans, none of these actions is their primary purpose.

Domain III—Librarianship, Information Science and Technology

Competency 005—(Librarianship and Information Science): The school librarian applies knowledge of librarianship and information science to help the school community locate, evaluate and use information to solve problems and to encourage lifelong reading and learning.

19. The athletic coach in a high school seeks advice from the school librarian about how to legally and ethically incorporate a professional team logo into the athletic department's Web page. The librarian's most appropriate response to the coach is to

    A. use the logo freely since the school is an educational institution.

    B. change the logo slightly so it will no longer be subject to copyright law.

    C. include a sentence of thanks to the professional teams for the use of their logo.

    D. consider creating their own logo or selecting one from a copyright-free website instead.

Answer

Option D is correct because it is unlikely a professional team would grant the use of their logo to a school team, and there is no legal way to use the logo without the team's permission. **Option A is incorrect** because team logos are copyrighted and cannot be used without permission. **Option B is incorrect** because, although possibly legal, it is not an ethical practice and shows little understanding of the purpose of copyright in safeguarding the artist's creative property. **Option C is incorrect** because a sentence of thanks does not protect the copyright owner's rights.

20. Which of the following will be most helpful to a library technician whose job is to enter bibliographic and descriptive data into the library's computerized catalog system?

    A. The work's title page

    B. AACR2

    C. *CIP*

    D. Sears List of Subject Headings

Answer

Option C is correct because Cataloging in Publication (CIP) is a prepared bibliographic record containing most of

the information needed to enter data into a catalog system. **Option A is incorrect** because the work's title page is helpful for doing original cataloging, which is done by the professional librarian. **Option B is incorrect** because *AACR2* is a guide for descriptive cataloging only. **Option D is incorrect** because *Sears* is a guide for subject cataloging only.

21. A group of parents object to the inclusion of stories about ghosts and other supernatural topics in a middle school library. Which of the following documents will be most helpful to the librarian when responding to the parents' complaint?

    A. A summary of the language arts curriculum

    B. The library's materials selection policy

    C. The school's position statement on intellectual freedom

    D. Code of Ethics of the ALA

Answer

Option B is correct because a policy for the selection of materials in the school library exists to explain and support which materials are included in the collection. **Options A, C and D are incorrect** because they do not provide guidance for the development of the school library collection.

22. In databases and other reference resources, controlled vocabulary is used to

    A. return the most recent search results first.

    B. allow the user to search using Boolean operators.

    C. make searching more efficient.

    D. keep cataloging records consistent.

Answer

Option C is correct because searching a resource using terms chosen by the author and recognized by the database returns focused and precise results. **Option A is incorrect** because controlled vocabulary is not related to the chronology of the returned results. **Option B is incorrect** because controlled vocabulary is not required to use Boolean searching. **Option D is incorrect** because controlled vocabulary does not relate to the process of cataloging.

23. In which of the following selection tools will a school librarian find only recommended items?

    A. School Library Journal

    B. Booklist

    C. American Libraries

    D. The Horn Book Magazine

Answer

Option B is correct because *Booklist* publishes only recommended items. **Options A and D are incorrect** because both *School Library Journal* and *The Horn Book Magazine* publish both positive and negative reviews. **Option C is incorrect** because *American Libraries* does not publish reviews.

24. A teacher consults the school librarian about showing her class a program taped from a commercial television network. Under which of the following conditions is it legal for the teacher to show the video?

    A. If students have a signed permission form allowing them to view the program

    B. If the subject matter of the program is part of the curriculum presently taught

    C. If the program is used for face-to-face instruction and kept for a limited amount of time thereafter

    D. If the teacher has previewed the program for appropriateness

Answer

Option C is correct because under most circumstances, using a taped television program for face-to-face instruction for a limited amount of time is considered fair use. **Options A, B and D are incorrect** because they do not serve the purpose of copyright law — the protection of the creator's intellectual property.

25. Under usual circumstances, the bulk of a school library budget is spent on

    A. reference books.

    B. newly published works.

    C. subscriptions.

    D. replacements for lost or damaged items.

Answer

Option B is correct because the bulk of a library's budget is used to add new materials to the collection, and the majority of new materials will be those newly published. **Options A, C and D are incorrect** because under usual circumstances, those areas of the collection make up a small portion of the yearly purchases.

26. Which of the following is the primary purpose of conducting an inventory of a library collection?

    A. Gathering data on rates of loss

    B. Noting items that need repair or replacement

    C. Ensuring the accuracy of the library catalog records

    D. Returning misshelved items to their proper place

Answer

Option C is correct because the primary purpose of an inventory is to ensure that catalog records accurately reflect the library's holdings by bringing to light inconsistencies between actual holdings and the library's official records. **Options A, B and D are incorrect** because they are actions that result from an inventory, not the purpose of an inventory.

Competency 006—(Information Access and Technology): The school librarian uses and integrates technology telecommunications and information systems to enrich the curriculum, enhance learning and promote the success of the school community.

27. MARC records are helpful in organizing the resources in a library because they

    A. indicate how items are to be arranged on the shelves.

    B. provide information about the appropriateness of items.

C. streamline technical services for most libraries.

D. enable many types of statistical analysis.

Answer

Option C is correct because MARC records provide information such as classification numbers and subject headings that help prepare items for circulation. **Option A is incorrect** because, although MARC records may indicate how the items are sequenced, they do not determine how individual libraries arrange their shelves. **Options B and D are incorrect** because MARC records do not provide that information.

28. A high school student tells the school librarian that his English teacher has given him an assignment on Shakespeare. Which of the following is the first question the librarian should ask the student?

A. What type of assignment are you working on?

B. Which Shakespearean work are you researching?

C. Have you gathered any information so far?

D. Do you know how to access electronic databases?

Answer

Option A is correct because knowing the breadth and depth of the assignment will help the librarian determine the appropriate materials and level of support the student will need. **Option B is incorrect** because the student might be doing biographical research, not literary criticism of a specific play. **Options C and D are incorrect** because the answers to both questions might be valuable later in the reference interview, but they would not be the first question asked.

29. A school librarian is teaching a lesson on Boolean operators. Some students are having trouble visualizing the concept. Which of the following representations will be most helpful to these students?

A. Spider web

B. Venn diagram

C. Flowchart

D. T-chart

Answer

Option B is correct because a Venn diagram is used to depict all possible logical relations between sets, which form the basis of Boolean logic. **Option A is incorrect** because a spider web is used to cluster details or characteristics around a main topic. **Option C is incorrect** because a flowchart shows the sequence of a process. **Option D is incorrect** because a T-chart is used to compare and contrast.

30. A student researching famous artists typed art* in the search box. The search returned an overwhelming number of results, most of which are unrelated to the topic. The student is most likely to benefit by additional instruction in

A. understanding truncation.

B. using Boolean operators to broaden a search.

C. selecting the appropriate database.

D. searching using keywords.

Option A is correct because the student does not understand how to use truncation to both expand and limit results. **Option B is incorrect** because the overwhelming number of hits is not a result of misunderstanding Boolean operators. **Option C is incorrect** because there is no indication which database the student has chosen. **Option D is incorrect** because the overwhelming number of hits is not the result of misunderstanding keywords.

31. Including a link to the library's online catalog on the school website increases users' access to resources. However, allowing public access to the library catalog may also lead to an increase in

    A. overdue materials.

    B. network problems.

    C. viruses.

    D. book challenges.

Answer

Option D is correct because allowing public access opens the school library collection to scrutiny from a greater number of people. **Option A is incorrect** because there is no correlation between availability of a catalog and overdue materials. **Options B and C are incorrect** because online catalogs allow users to view and, in some cases, to have limited interaction with the catalog, not to enter its operating system.

32. A group of teachers from San Antonio have instituted a motivational program that has increased and improved communication between teachers and parents of at-risk students. A principal at a school in Amarillo would like staff members to meet with those teachers and gain insight from their experience and has asked the school librarian for suggestions. The librarian's best suggestion is to

    A. have the participants speak to each other using a video calling service.

    B. ask the San Antonio staff to put together a multimedia presentation.

    C. arrange for a teleconference with all participants.

    D. send representative staff to Amarillo.

Answer

Option C is correct because teleconferencing results is the greatest and most natural communication between groups of people in different locations. **Option A is incorrect** because it is appropriate for one-on-one conversation but would not allow the groups to interact with each other freely. **Option B is incorrect** because it does not allow interaction between the two groups of teachers. **Option D is incorrect** because it is likely to be cost prohibitive.

33. A school librarian is completing a request by the principal to receive a periodical through interlibrary loan. Which of the following steps in the interlibrary loan process is the principal responsible for?

    A. Supplying information sufficient to identify the periodical

    B. Placing the request with the lending library

    C. Deciding when the periodical is due back to the lending library

    D. Arranging for the return of the periodical to the lending library

Answer

> **Option A is correct** because an interlibrary loan cannot be processed without the data necessary to identify the requested item. **Options B and D are incorrect** because they are the responsibility of the borrowing library. **Option C is incorrect** because it is the responsibility of the lending library.

34. Which of the following is the primary advantage of a school library using an online circulation and cataloging system?

> A. A certified librarian is no longer needed to manage the library.
>
> B. Users may manage their accounts remotely.
>
> C. Users' circulation history may be accessed.
>
> D. The technical staff is free to do other tasks.

Answer

> **Option B is correct** because an automated system can be networked to allow users remote access for browsing the catalog and managing their accounts. **Option A is incorrect** because a professional librarian performs many duties unrelated to the library management system. **Option C is incorrect** because the general practice is to keep circulation records for the shortest amount of time to protect users' privacy. **Option D is incorrect** because this is not the primary advantage of using these systems.

35. A librarian should consult the licensing agreement that accompanies a new software program or application to determine

> A. the terms of its warranty.
>
> B. the hardware needed for its operation.
>
> C. its grade level and content.
>
> D. its legal use.

Answer

> **Option D is correct** because a licensing agreement is a legal contract between a software author or publisher and the end user of the software. It obligates the end user to comply with any use restrictions stated in the agreement. **Option A is incorrect** because a warranty is a written guarantee, issued to a consumer by a manufacturer that outlines the procedures for repairing or replacing a product. **Options B and C are incorrect** because hardware requirements, grade levels, and content areas are included in product descriptions, not licensing agreements.

Multiple-Competencies Passages

Questions 36–37 refer to the following information.

> Ms. Barclay is the new librarian in a K–5 school. She learns that in the current program, classes visit weekly to hear a story and select books. Teachers have their preparation period while their classes are in the library. The school leadership believes the library program is effective because the circulation numbers are high; however, Ms. Barclay wants to redesign the program to meet the goals stated in *School Library Programs: Standards and Guidelines for Texas*.

Competency 004—(Library Program Leadership and Connections to the Community): The school librarian exhibits library program leadership and collaborates within the school and community to promote the success of all students.

36. Which of the following should be the librarian's first step in redesigning the school's library program?

    A. Creating a budget

    B. Locating new resources

    C. Developing long-term goals

    D. Evaluating the current program

  Answer

    Option D is correct because the librarian should evaluate the present program for strengths and weaknesses to guide its redesign. **Options A, B and C are incorrect** because these steps would occur later in the revision process.

Competency 003—(Library Program Management): The school librarian understands library program management and acquires, organizes and manages resources.

37. Which of the following changes should the librarian propose to the principal first?

    A. Sharing the technology responsibilities with the technology specialist

    B. Starting flexible scheduling so that students have more access to resources

    C. Including the librarian in team planning sessions with classroom teachers

    D. Requesting to form a team that includes herself and other specialists, such as the nurse and counselor

  Answer

    Option C is correct because including the librarian in planning sessions will help integrate the librarian into the faculty and will help develop opportunities for students to use the library for research, which are both goals outlined in *School Library Programs: Standards and Guidelines for Texas*. **Option A is incorrect** because the technology responsibilities have already been assigned to a technology specialist. **Option B is incorrect** because class schedules are already in place and likely cannot be changed until the coming school year. **Option D is incorrect** because forming a team with other specialists would not serve to meet the goals stated in the *Standards and Guidelines*.

Questions 38–40 refer to the following information.

Berkermen, Larry

Cryptozoology alphabet: the encyclopedia of monsters, aliens, and other unexplained mysteries of nature. {by} Larry Berkermen and Jessica Colman. Great Reads. 2013 115 p il

$11

Grades: 6 and up

ISBN 0-612-86556-6; 0-612-86506-6; 0-612-86507-9

LC 99-31023

This work "contains one entry for each letter of the alphabet (A is for Aliens, B is for Bigfoot, etc.), including newly discovered animals and biographies of the cryptid enthusiasts who dedicate their lives to finding them."

Publisher's note

Includes bibliographic reference

Competency 005—(Librarianship and Information Science): The school librarian applies knowledge of librarianship and information science to help the school community locate, evaluate and use information to solve problems and to encourage lifelong reading and learning.

38. In which of the Dewey classes is this work most likely to be found?

    A. 000s

    B. 200s

    C. 600s

    D. 800s

  Answer

    Option A is correct because Class 000, Generalities, is the appropriate Dewey class for works on the subject of monsters, aliens, and similar phenomena. **Options B through D are incorrect** because those classes are appropriate for works on religion, technology and literature, respectively.

Competency 006—(Information Access and Technology): The school librarian uses and integrates technology telecommunications and information systems to enrich the curriculum, enhance learning and promote the success of the school community.

39. The three ISBNs probably indicate that the work is

    A. the third of several revisions.

    B. the third in a series of works.

    C. available in different formats.

    D. also published outside the United States.

  Answer

    Option C is correct because a work that is available in alternate formats, for example, a larger size or different binding, will have an ISBN for each format. **Options A, B and D are incorrect** because the features described do not result in distinct ISBNs.

Competency 001—(Teaching and Learning in the School Library Program): The school librarian understands teaching and learning processes and promotes the integration of curriculum, resources and teaching strategies to ensure all students' success as creators and users of ideas and information.

40. A middle school librarian can most appropriately include this work in which of the following recommended lists?

    A. Classroom read-alouds

    B. Books for reluctant readers

    C. Supplemental resources for the life science course

    D. Lunchtime reading club

Answer

Option B is correct because reluctant readers prefer books that present information in short chunks and have inherently high-interest topics, low page counts, and attention-grabbing descriptions. **Option A is incorrect** because fiction works generally make better read-alouds than nonfiction works because listeners are engaged by following a compelling plot. **Option C is incorrect** because a work on cryptids is not relevant to a life science course. **Option D is incorrect** because successful reading club selections stimulate discussion with engaging story lines and complex conflicts.