1. You need to research a holiday from a different country and create a handout about it for your final product. Which subtopic should be included in your handout?

A) Your favorite holiday  
B) The origins of the holiday  
C) The number of holidays observed in Spain  
D) Santa Claus

2. Most report topics are too broad and must be narrowed. Which topic is the narrowest?

A) Asian literature  
B) Japanese poetry  
C) Haiku poetry  
D) World literature

3. You are about to write a report about the Mayans for social studies. You need to have a list of four questions before you start writing the report. From the five questions below choose one question that would be least helpful for your report.

A) Who were the Mayans?  
B) Why are the Mayans studied in school?  
C) How did the Mayans grow their food?  
D) Where did the Mayans live?  
E) Why was the Mayan civilization important?

4. You must write a three-page report for class. Which topic would be the best choice for a three-page paper?

A) Animals  
B) Science  
C) Elephants  
D) Mammals

5. Read the original topic and the revised topic. Decide if the revised topic is broader (less specific) or narrower (more specific) than the original topic.

Initial topic: Describe what is needed to grow healthy plants.  
Revised topic: Describe the soil composition that works best to grow tomato plants.

A) Broader  
B) Narrower

6. You are assigned a research project on animals. You need to narrow the topic. Which group below begins with the broadest topic and then moves to the narrowest topic at the end?

A) Mammals, wild cats, animals, lions  
B) Animals, mammals, wild cats, lions  
C) Lions, wild cats, animals, mammals  
D) Animals, mammals, lions, wild cats
7. Read the first topic and the revised topic below. Is the revised topic broader (less specific) or narrower (more specific) than the first topic?
First topic: Many civilizations around the world built pyramids.
Revised topic: More than 100 pyramids were built in Egypt.

   [A] Broader  
   [B] Narrower

8. You are doing a report about astronauts working in space. Which question below is least important to answer for this report?

   [A] How do astronauts breathe when working in space?
   [B] What do astronauts eat in space?
   [C] What happens if astronauts get sick while working in space?
   [D] How do astronauts put out fires working in space?

9. Which question would be most helpful in finding relevant information if you were doing research about United States westward expansion?

   [A] Who was the President?
   [B] What was the Oregon Trail?
   [C] Where is Mexico?
   [D] When was the United States founded?

10. You have chosen music as your topic for a research project. This topic is too broad and needs to be narrowed. Which would make a more manageable topic for your research?

   [A] The Beatles
   [B] Rock and roll music
   [C] Music through the ages
   [D] Modern day musical instruments
Develop Topic

Answer Key

1. B
2. C
3. B
4. C
5. B
6. B
7. B
8. B
9. B
10. A
Develop, Use, and Revise Search Strategies

Directions: Read each question carefully and choose the best answer.

1. What part of a library catalog record indicates where the book is shelved in the library?
   - A) Library
   - B) Publisher
   - C) Call number
   - D) Title

2. How do you search online in an encyclopedia for facts about dogs?
   - A) Keyword
   - B) Title
   - C) Author

3. Western expansion in the U.S. was aided by the completion of the first transcontinental railroad line by two railways. The Union Pacific railroad came from Nebraska and the Central Pacific railroad from California. Their crews met to complete the track and marked the event by driving what was known as the “Golden Spike.” You need more information about this event. Which group of words will give you the best results?
   - A) Transcontinental and “Golden Spike”
   - B) “Union Pacific” and Central Specific
   - C) Railroads and “western expansion”
   - D) Nebraska and California and railroads

4. You need facts about George Washington as a general in the Revolutionary War. You type Washington into a search engine. The millions of results include websites about cities, the state, monuments, and much more. Which group of phrases below will best lead you to the information that you need?
   - A) “George Washington” and “Revolutionary War general”
   - B) “George Washington” and “war general”
   - C) “George Washington” and “Revolutionary War”

5. If you were using the Internet or a database, which of the following search phrases would find information on “Hurricanes” without including any information on “Florida?”
   - A) Hurricanes not Florida
   - B) Hurricanes and Florida
   - C) Hurricanes or Florida
   - D) Hurricanes but Florida
6. When you are searching for information, what is the purpose of a subject or subject heading?
   A) To describe what a work is about
   B) To provide access to any word in the text
   C) To identify the author and title of the work

7. When doing an Internet search using the phrase “eclipse and lunar,” how does using the word “and” affect the search?
   A) Limits the search by excluding a word or phrase
   B) Finds antonyms for a word or phrase
   C) Narrows the search by searching for both words or phrases
   D) Broadens the search by searching for either word or phrase

8. You have to do a science project. What is the best search strategy to use to make sure that you have the information you need for a quality science project?
   A) Use several different types of resources
   B) Look in books and magazines in the library
   C) Search websites
   D) Look in the reference section in the library

9. For your social studies report you need to find information on the role of the cavalry in the U.S. Civil War. You search the library’s online catalog for “Civil War.” More than 200 books are in the search results. You need to redo your search in order to narrow your results. Which is the best search to try?
   A) U.S. Civil War Cavalry
   B) United States Army
   C) Cavalry
   D) Civil War Cavalry

10. You need to find information about how ancient Greeks fought their enemies. Which are the best keywords to help you find that information?
    A) Greece and combat
    B) Ancient Greece and warfare
    C) Greece and weapons
    D) Ancient Greeks and death
1. C
2. A
3. A
4. A
5. A
6. A
7. C
8. A
9. A
10. B
Directions: Read each question carefully and choose the best answer.

1. It is important to determine if a website’s information is accurate. Which of the following would help you decide that the website’s information is accurate?

   A. Words are misspelled
   B. The sources of photographs and data are identified
   C. Common sense tells you the information is false
   D. Quotations are used but no sources are given

2. You need to find information about the planet Jupiter for a school project. Your teacher wants one of your sources to be a Web page. You have found several that may work, but you must evaluate them to make sure they are good sites. Using the choices below, select the question that will not help you evaluate the sites.

   A. Who is the author of the information?
   B. How many people use the site?
   C. When was the site last updated?
   D. Is the author an expert on the subject?

3. Which term means lack of bias or prejudice?

   A. Coverage
   B. Objectivity
   C. Currency
   D. Accuracy
   E. Authority

4. The extent of the subject matter refers to:

   A. Coverage
   B. Objectivity
   C. Currency
   D. Accuracy
   E. Authority
5. You have used a search engine to locate websites on the negative effects of drugs on teenagers. Below are some websites that your search retrieved. Read over the site descriptions and choose the one that would best meet your information need.

   A. www.addictionscare.com – A 24-hour addiction hotline in your community
   B. www.teendrugabuse.org – Describes how illegal drugs affect the teen brain
   C. www.teenscenezeen.org – Explains how to say “no” to drugs at a party
   D. www.teendrugabusers.us – Provides help for parents with troubled teens

6. The content of websites can change frequently. In order to make sure the information is current, you need to look for which of the following?

   A. The date the site was created and the date information was updated
   B. The date the information was updated and the organization sponsoring the website
   C. The date you accessed the information and the date the site was created
   D. The name of the author and the date you accessed the information

7. Read the selection below. Which sentence demonstrates the author’s opinion about the topic rather than fact?

   Many species have become endangered due to the destruction of the rain forests. People around the world have become more aware of how destructive deforestation is to the environment and wildlife. This is a cause that all people should be willing to give money towards to stop it from happening.

   A. People around the world have become more aware of rainforest destruction.
   B. Species are becoming endangered due to habitat destruction in the rainforest.
   C. People should be willing to give money to help save the rainforests.
   D. Deforestation hurts the environment.

8. You are working on an assignment about the earthquake that hit Haiti in January 2010. You came across a quote attributed to Trenton Daniel of the *Miami Herald*. What would be the best resource to use to verify the authority of this quote?

   A. Wikipedia
   B. A newspaper and magazine database
   C. An encyclopedia
   D. A Google search
9. “The worst natural disaster the world has seen took place when an earthquake of 9.0 magnitude took place in the Indian Ocean.”

This sentence is best described as:

A) Rumor
B) Fact
C) Opinion

10. Your teacher wants you to write a report about Abraham Lincoln. Read the paragraph below and select the information that would help you answer this question: What did Abraham Lincoln accomplish during his presidency?

Abraham Lincoln was the 16th President of the United States. He was president during the Civil War and worked to bring the North and South back together. He abolished slavery and is thought to be one of America’s greatest leaders. He was elected to a second term in 1864 but was killed while in office in 1865.

A) Lincoln was killed while in office in 1865.
B) Lincoln was President during the Civil War.
C) Lincoln abolished slavery.
D) Lincoln is thought to be one of America’s greatest leaders.
Evaluate Sources and Information

Answer Key

1. B
2. B
3. B
4. A
5. B
6. A
7. C
8. B
9. C
10. C
Directions: Read each question carefully and choose the best answer.

1. You are assigned to read a book that is a made-up story set in a time period from the past. Which genre would you select?

   A) Historical fiction  
   B) Biography  
   C) Science fiction  
   D) Fantasy

2. For social studies you are assigned to research one U.S. state. Which resource will not help you in your research?

   A) Nonfiction book about the state  
   B) Encyclopedia  
   C) State website  
   D) Biography

3. A magazine is a resource that is published on a regular basis and that you can use to find current information on a variety of topics. What is another library term that means the same as magazine?

   A) Bibliography  
   B) Biography  
   C) Thesaurus  
   D) Periodical

4. You need to find information on alternative fuels, such as ethanol, for a three-page paper. What research approach should you take to find the necessary information?

   A) Use an internet search engine, browse the library shelves, and look through informational pamphlets  
   B) Search the online library catalog, use an Internet search engine, and search a news database  
   C) Search the online library catalog, ask a classmate for help, and look through magazines

5. You want to find out when and where the most recent earthquake took place. Which of these sources would have the most recent earthquake information?

   A) Your science textbook  
   B) A current science magazine  
   C) The local newspaper  
   D) U.S. Geological Society earthquake website

6. Which of the following is not a primary source in history?

   A) Original photographs  
   B) Book reviews  
   C) Letters  
   D) Diaries
7. Which of these sources would you use to find synonyms for the word “fearless?”

A) Almanac, thesaurus
B) Thesaurus, dictionary
C) Dictionary, atlas
D) Almanac, dictionary

8. Is this statement true or false?

The *Google* search engine is an example of a fee-based resource.

A) True
B) False

9. Your science class is studying the solar system. You need to find a current article about the solar system for extra credit. Which database should you check first for a current article?

A) A magazine database
B) An encyclopedia database
C) A history database
D) A reference database

10. You have a list of 20 places to label on a current map of China for tomorrow. You left your map at school, and the assignment is due first thing in the morning. Where might you get a suitable map to use in its place?

A) Historic China – [www.chinamaps.org](http://www.chinamaps.org) – maps showing China’s history, 221 B.C.E. through 1911
Identify Potential Sources

1. A
2. D
3. D
4. B
5. D
6. B
7. B
8. B
9. A
10. D
Directions: Read each question carefully and choose the best answer.

1. You used facts from a website for your poster. What facts about the website should be in your biography?
   - Page numbers
   - Picture names
   - URL web addresses

2. Which is a case of plagiarism?
   - Copying from a website
   - Taking notes in your own words
   - Using your picture
   - Writing a poem

3. Why is it important to create a Works Cited page after you have written your paper or completed your project?
   - It provides a list of the page numbers for each of the quotes that you used in your paper.
   - It shows where you found your information so that others can locate your sources.
   - It completely protects you from being accused of plagiarism.

4. What is the best definition of censorship?
   - Receiving information from all points of view
   - Preventing students from cheating
   - Encouraging people to share their ideas in public
   - Limiting people’s access to information and ideas

5. Your teacher wants you to create a library Web page to post on the school website, and you want to use graphics to enhance the look of the Web page. What source should you use to get these graphics?
   - A graphics CD that belongs to your friend
   - A graphic from a website that you copy and paste into your document
   - A graphic from a website with free-use or Creative Commons licensed graphics
   - A graphic from a website that you use without asking permission from the author
6. While doing research, you find a sentence in a book that you would like to include in your paper. According to the *MLA Style Guide*, what must you do with this information in order to correctly give credit to the author?

A. Change the original words into your own words and include the author’s name.
B. Place the information from the book in quotation marks and include the author’s name and page number.
C. Write down the information just like it is in the book without the author’s name.
D. Use synonyms for all of the words that you don’t understand.

7. Your friend tells you about a website where you can download all of the latest songs that you hear on the radio for free. If you use this website for this purpose, you will be violating which of the following?

A. Fair use
B. Right to privacy
C. Copyright
D. Freedom of information

8. Your teacher has assigned a report on dinosaurs. You have been interested in dinosaurs for a long time and know a great deal about them. You know so much, in fact, that you think that you can just write a report on dinosaurs without any research. What is the best way to complete your assignment?

A. Find sources that confirm what you know and cite those.
B. Go to an online database and generate a few citations to use.
C. Cite Wikipedia as a source.
D. Get a few books from the library about dinosaurs and cite those.

9. You want a copy of a song from your favorite band’s new CD. Which of these allows you to legally copy the song from the Internet?

A. You find it on a website that says “click here to download.”
B. Your friend copies it from the Internet and gives it to you.
C. You find it on the Internet at a social media page and copy it.
D. The artist gives permission to copy the song on his/her website.

10. You used facts from an electronic book for your report. What do you include about the book in your works cited page?

A. Title of book, author, publication date, and pages
B. Publication date, title of book, electronic book, and author
C. Author, title of book, name of publisher, and publication date
D. Name of publisher, publication date, electronic book, and pages
Answer Key

1. C
2. A
3. B
4. D
5. C
6. B
7. C
8. A
9. D
10. C
Directions: Read each question carefully and choose the best answer.

1. Your teacher wants you to write a report about a natural disaster. Choose the correct order of the steps from the choices below.
   
   A. Make a list of questions about your topic that you would like to learn.
   B. Decide upon a natural disaster topic.
   C. Find information about your topic.
   D. List what you already know about your topic.

   [ ] A, B, C, D
   [ ] B, D, A, C
   [ ] D, A, C, B
   [ ] B, A, C, D

2. You are studying world festivals in class. You are to report on one festival and find out how it started. Which research question will be most useful?

   A. What are the main festivals in Asia?
   B. What are the origins of the Chinese New Year celebration?
   C. What do families do to celebrate Chinese New Year?
   D. When is Chinese New Year?

3. You want to find out about atoms and molecules for a science project. Which resource could you use to find general background information?

   A. Google Maps
   B. Dictionary
   C. Encyclopedia
   D. Book on atomic scientists

4. You are studying the environment and the effect of climates on different regions of the world. Select the group of topics that is organized from broadest to narrowest topic.

   A. Lake > moon > mountain
   B. Rainforest > wetlands > desert
   C. Ecosystem > forests > rainforest
   D. Rainforest > forests > ecosystem

5. You need to make a model of the Egyptian pyramids. Which resource would be the most helpful to learn about the construction of the Egyptian pyramids?

   A. An online journal of a tourist who spent a month exploring the pyramids
   B. An Egyptian government website that shows photos and videos of the pyramids
   C. A poetry database about ancient civilizations
6. You need to find the time difference in hours between Chicago, Illinois, and Sydney, Australia. What is the best source to use?

A) My best friend
B) Google
C) Dictionary
D) Encyclopedia

7. You want to know more about the decision to build an airport in your city. Which of the following would be a primary source for this information?

A) Television news report
B) A newspaper article
C) The airport’s website
D) The mayor’s report

8. You are to do a project on inventions. Which library source would be the best place to look for background information?

A) Encyclopedia
B) Magazine database
C) Nonfiction videos
D) Fiction books

9. You used a magazine article called “Today’s Immigrants” by Karen Fanning for your social studies project. You need to check some facts. Identify the best search strategy to use to locate the article in a periodical database.

A) Subject search for Fanning
B) Title search for “Today’s Immigrants”
C) Subject search for “Today’s Immigrants”

10. Your school library organizes the fiction section alphabetically by author. Select the correct order in which these books would appear on the shelf.

1. The Hunger Games – by Suzanne Collins
2. Elephant Run – by Roland Smith
3. Twilight – by Stephanie Meyer
4. The Night Gardener – by Jonathan Auxier

A) 4, 1, 3, 2
B) 1, 4, 2, 3
C) 4, 2, 3, 1
D) 2, 1, 4, 3
11. You need to find out why dumping plastic bags in landfills is a problem for the environment. In the library, you choose a general science book and locate the index. Plastic bags and landfills are not listed in the index. You need a broader term. Which term below should you try next?

A. Dumps  
B. Recyclables  
C. Solid waste  
D. Plastic cups

12. You are doing a paper on the current research on climate change in Antarctica. Your database search on “climate change in Antarctica” returns too many results. Which of the following operators or filters is the best way to revise your search?

A. Use the DATE filter  
B. Use the NOT operator  
C. Use the SOURCE filter  
D. Use the OR operator

13. Your group is creating an informational pamphlet on recycling batteries. Select the source below that has the most authority on the topic.

A. Recycleabattery.org (a site created by battery manufacturers to encourage recycling)  
B. www.batteriesplus.com (listing of stores that recycle)  
C. www.duracell.com (A battery manufacturer website)  
D. www.epa.gov (U.S. Environmental Protection Administration with facts on battery recycling)

14. You are researching the effectiveness of speed cameras in your city and need to answer this research question: Do speed cameras reduce car accidents? Which fact below answers your research question?

A. The police department has requested funding to obtain additional cameras.  
B. The police department receives many complaints that cameras are a money-making scheme.  
C. The police department reported serious collisions fell by 27% with cameras in place.

15. You are writing a report on the effects of high energy drinks. You found a website listing the benefits. Which of the following would best help you verify the accuracy of the information?

A. Advertisements and celebrity endorsements  
B. Research articles and advertisements  
C. Facts from a government agency and celebrity endorsements  
D. Research articles and facts from a government agency

16. You are researching pros and cons of bottled water. Which resource would be most likely to include biased information about your topic?

A. Bottling company newsletter  
B. Encyclopedia article about bottling  
C. Magazine article about bottling  
D. Government website
17. What is the best reason for citing your sources?

A) Citing shows your teacher that you did your research.
B) Citing identifies sources that your classmates may want to use.
C) Citing gives the location of the sources that you used.
D) Citing gives credit for the original work or the idea to the author.

18. You find a photo on the Internet that you would like to include in your report. What is the proper way to use this photo?

A) Copy and paste the photo into your paper.
B) Include a title for the photo in your paper.
C) Cite the photo and include in your list of sources.
D) Edit the photo to make it your own.

19. Which of the following is an act of censorship?

A) A teacher correcting a student’s grammar
B) An employee fired for not following directions
C) The newspaper printing unpopular opinions in letters to the editor
D) A citizen’s group forcing a librarian to remove a book from the library

20. You have the following citation to a book. Identify the publisher.


A) William Morrow
B) Margot Lee Shetterly
C) *Hidden Figures: Young Readers Edition*
ANSWER KEY
1. B
2. B
3. C
4. C
5. B
6. B
7. D
8. A
9. B
10. A
11. C
12. A
13. D
14. C
15. D
16. A
17. D
18. C
19. D
20. A
Directions: Read each question carefully and choose the best answer.

1. Your research topic is about the beaver’s home (called a lodge). Which research question would help you find related information?
   
   A. Why do beavers cut and fell trees?
   B. What do beavers eat?
   C. How do beavers use branches and mud for building?
   D. How do beavers impact the environment?

2. What is the best order of steps to follow when you are researching a new topic?
   
   A. Topic > select sources > background reading > focus topic > research
   B. Topic > background reading > focus topic > select sources > research
   C. Topic > background reading > select sources > focus topic > research
   D. Topic > focus topic > background reading > select sources > research

3. You need to give a short speech about a country in the news. What resource would be the best place to find some background information to help create a specific research question?
   
   A. A book about the history of the country
   B. A website about fashion in the country
   C. An online encyclopedia article on the country
   D. A newspaper article on an election in the country

4. You are assigned a research project on plants. You need to narrow the topic. Which group below begins with the broadest topic and then moves to the narrowest topic at the end?
   
   A. Flowering plants, hybrid tulips, plants, tulips
   B. Plants, flowering plants, tulips, hybrid tulips
   C. Hybrid tulips, tulips, flowering plants, plants
   D. Tulips, plants, hybrid tulips, flowering plants
5. You are unsure of how to check out materials in your public library. Which of the following would be the best source for information on the library’s checkout procedures?

A. The city’s website  
B. The local newspaper  
C. Your friend  
D. The library’s website

6. You have been assigned a research project about sea pollution. Which would be the best tool to use?

A. An environmental database  
B. Google Maps  
C. A current events database  
D. A newspaper database

7. You want to know which teams won the Super Bowl the last five years. What resource would you use?

A. Google Maps  
B. Encyclopedia  
C. Search Engine  
D. Thesaurus

8. You are interested in knowing more information about a soldier’s life during war. Which of the following would be a primary source for this information?

A. Book about the war  
B. Biography about the soldier  
C. Encyclopedia article  
D. Soldier’s diary

9. You are looking for a book on creating new products from recycled plastic. Your online library catalog does not show any books on the topic when you use the search terms “new products from recycled plastic.” You should revise your search by using which of the following broader term?

A. New products  
B. Recycling  
C. Plastic  
D. Waste
10. You have used your school library catalog to find books on earthquakes. Using the information from the catalog put the books in order as they would be found on the shelf.

1. 551.2 RUB – *Earthquakes*, by Michelle Rubin
2. 551.4 ORM – *Tsunamis*, by David Orme
3. 551.2 MAC – *Volcanoes & Earthquakes*, by Ken Mack

A 3,1,2  
B 2,3,1  
C 1,3,2

11. You need to find a biography about Gary Paulsen. What kind of search should you do in the library online catalog?

A Title search for Paulsen  
B Author search for Paulsen  
C Subject search for Paulsen

12. You do an Internet search for Martin Luther, but keep getting results for Martin Luther King. Which of the following operators would you use to exclude results for Martin Luther King?

A Logical operator OR  
B Logical operator AND  
C Logical operator +  
D Logical operator NOT

13. You are writing a paper on the effect of fast food on health. Which website is most likely to have the *most objective* information?

A U.S. National Institutes of Health  
B McDonald’s  
C National Restaurant Association  
D Burger King

14. You are looking for current books and websites about Pluto and why it is no longer a planet. Which source below offers the most *current* information to meet your need?

A “Moon or Planet” – an article in the July 2008 issue of *Scientific American* magazine
Our Stars and Planets – a book written by A.J. Wright with a copyright date of 1996
“Pluto” – an entry in World Book Encyclopedia dated 2000
www.nasa.gov – a website created by the National Air and Space Administration that is updated daily.
The Planets – a book published by Planet Science about each of the nine planets, copyright date 1998

15. You are doing a paper on the safety of tanning beds. Which website would have the most authority on the topic?

A. www.surgeongeneral.gov – Information from the U.S. Surgeon General on tanning beds
B. www.tanningtruth.org – A site sponsored by a tanning salon organization
C. www.celebritytan.com – A site with celebrity endorsements for tanning beds
D. Totallytan.net – A tanning salon site with tips for your tanning session

16. You are researching teen’s use of social media and need to answer this research question: Are teens concerned with their privacy on social media? Which fact below answers your research question?

A. Teen use of social media sites has grown significantly over the past three years
B. Data show that teens are sharing more personal information on social media sites.
C. A survey reported 74% of teen social media users have deleted people from their “friends” list.

What is Dog Fancy in the example above?

A. Chapter of a book
B. Publishing company
C. Title of a magazine
D. Title of an article

18. You are doing a report on how to care for your pet. You plan to use a photo that you took of your own dog. What do you need to do to use it in your paper?

A. Cite the photo and include in your list of sources.
B. Cut and past it into your report.
C. Ask your teacher for permission to use it.
19. Some people believe that certain books are dangerous to read. They say that these books should not be in the public library. The librarian says that library users have the right to read materials with many viewpoints. Which of the following refers to this right?

A. Fail use
B. Intellectual freedom
C. Intellectual property
D. Freedom of information

20. You find a sentence in a book that you would like to include in your report using the author’s own words. Which of the following is the correct way to include this sentence?

A. Rewrite the sentence and include the author’s name and the title of the book.
B. Rewrite the sentence.
C. Place the exact words in quotation marks.
D. Place the exact words in quotation marks and include the author’s name and page number.
Answer Key

1. C
2. B
3. C
4. B
5. D
6. A
7. C
8. D
9. B
10. A
11. C
12. D
13. A
14. D
15. A
16. B
17. C
18. A
19. B
20. D