

**Welcome to the
School of
Education
Curriculum Library**



Who can use the SOE Curriculum Library?

- School of education students at all levels
- Drake students and staff
- Anyone with a Drake ID

YOU!!!

WELCOME IN!



What we have:

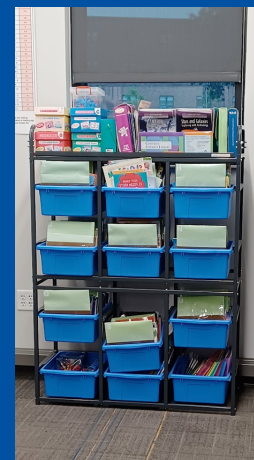
18 Shelves of Picture Books



54 Shelves of Children's and Young Adult Nonfiction



26 bins of leveled readers A-Z



49 Shelves of Middle Grade, Young Adult, and Graphic Novels

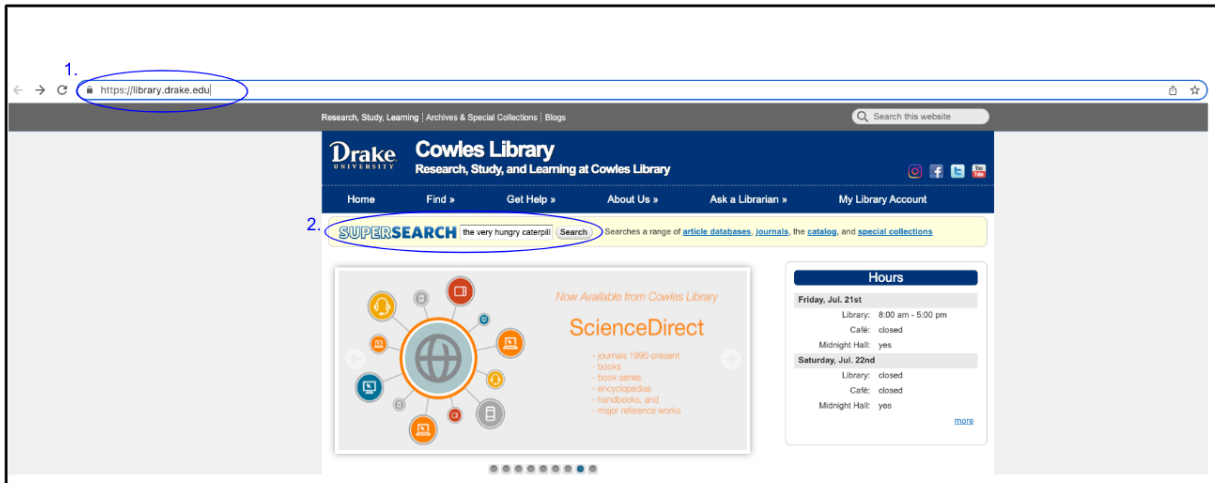


25+ shelves of Education resource books

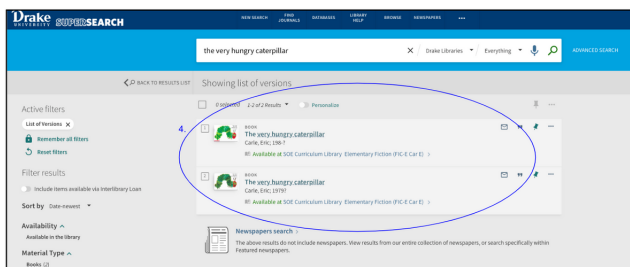
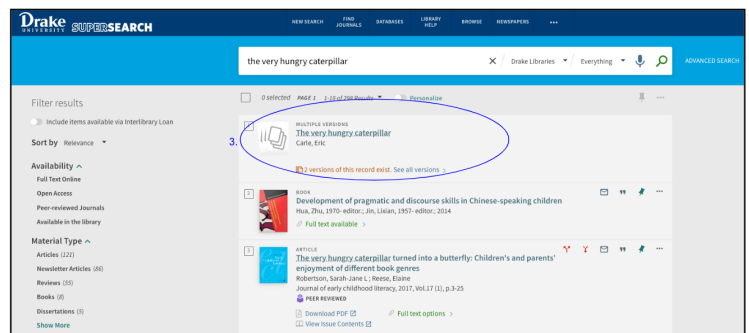


Search for SOE materials using the Cowles system!

1. Enter library.drake.edu into your web browser
2. Search your book by title, author, ISBN, or keyword using the SuperSearch search bar.



3. There will likely be multiple materials. Select the first option to view the physical books owned by Drake's libraries.



4. This page shows the number of materials and their location. Click on the material for full details.

5. Check with a SOE Library worker if you need further assistance. We are happy to help!

Returning Books

1. The return bin is located between the offices of Jiyung Hwang and Shelley Fairbairn, at the front of the library (coming from the campus side).



2. Find your book on the check out sheet and write your check-in date on the check-out sheet.
3. SOE library staff aims to check in books every few days, but there are times we get behind. Please email zoey.m.perrigo@drake.edu or talk to a student worker if your book is listed as overdue when you have returned it.

Checking Out Books

1. Fill out the first five columns on the check out sheet on the student desk between Casey Holmes and Michelle Krogulski's offices.
2. Staff will input your check-out into the system within the week.

Thank you for your patience as we move to fully online checkout. Please follow these instructions **if checking out materials after hours**. *If checking out during the work day, please see a SOE curriculum library student worker for assistance.*

1. Fill out the first 5 columns when you check out your book
2. A student worker will input your checkouts in the system. During working hours, this will be done within 24 hours. After hours and weekends, this will be done within 2-3 days.
3. When you return your book, please write the date you placed it in the return bin.
4. A student worker will input your returns in the system. During working hours, this will be done within 24 hours. After hours and weekends, this will be done within 2-3 days.

Patron Full Name	Patron Drake ID#	Book Title, author	Book Barcode (either 130... or 014000...)	Date Checked Out	Date Placed in Return Bin

2. Check with a SOE Library worker if you need further assistance. We are happy to help!