



## Getting a Library Card

Photo story

Activities

Teacher notes

Activities prepared by  
**Guy Prokopetz**

Layout & Photography  
**Ricardo Blanco**

Project Coordinator  
**Kathleen Williams**

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## Getting a Library Card

CLB  
5-6



Katie is a librarian.



Maria wants to get  
a library card.



1.



2.



# Getting a Library Card

CLB  
5-6



3.



4.



5.



6.

### A. Warm-up questions about reading and the library.

General questions:

1. What kind of books do you like to read?
2. How often do you read a book?
3. What is a bookworm?
4. What do you like to read besides books?
5. How many of you have a library card?
6. How often do you go to the library?
7. Which library do you usually go to?

Specific questions about the Winnipeg Public Library:

8. What is the name of the main library branch on Donald Street?
9. How much does it cost to check out a DVD for adults?
10. Can your child get a library card?
11. Can you use your library card at any branch?
12. For how long can you take out a book?
13. Can you return a book at 3:00 in the morning?

### B. The steps in getting a library card.

*Study the pictures and discuss the steps in getting a library card.*

### C. Dialogue

**Jeong:** Do you wanna go for coffee after school?

**Sahid:** Great idea, but I can't. I have to return my library books. They're due today.

**Jeong:** I've never had a library card. How do I get one?

**Sahid:** You just go to any public library and fill out an application form.

**Jeong:** That's it?

**Sahid:** Not quite. You'll need some ID.

**Jeong:** Like what?

**Sahid:** Well, like your driver's licence, medical card, or a phone bill - anything with your name and address on it.

**Jeong:** Hey, what if I go with you? Do you think I can get a library card today?

**Sahid:** Sure. You just have to fill out the form.

**Jeong:** Oh, but I don't have a lot of money with me. How much does it cost?

**Sahid:** Nothing, if you live in Winnipeg.

**Jeong:** The price is right! Let's go!

**Sahid:** OK. Here, help me carry my books.

**Jeong:** Wow! That's a lot of books! How many can you borrow?

**Sahid:** Up to 100 items at a time

**Jeong:** Really?

**Sahid:** Yeah. Just remember to return them by the due date so someone else can borrow them.

### D. Student dialogues.

Now make up your own dialogue like the one above using the photo story as a guide.

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## E. Fill out an application form.



### APPLICATION FOR LIBRARY CARD

Library membership is free to residents of Winnipeg.

**LAST NAME:** \_\_\_\_\_ **FIRST NAME:** \_\_\_\_\_ **MIDDLE INITIAL(S):** \_\_\_\_\_

**BIRTH DATE:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **PHONE NUMBER:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
month day year

**IF UNDER 18:** Names of Parent / Guardian: (only names listed will have access to this account)

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
last name first name last name first name

**MAILING ADDRESS:** \_\_\_\_\_  
apartment, street, or PO box city postal code

Home Address: \_\_\_\_\_  
(if different than mailing address)

**EMAIL ADDRESS:** \_\_\_\_\_

Send overdue and hold notices by: (choose one)

☐ Email

☐ Phone Call

Send checkout receipts by: (choose one)

☐ Email

☐ Print Receipt

☐ No Receipt

Parents/Guardians - choose child's level of internet access when using the library's computers:

☐ FULL access

☐ FILTERED access

☐ NO access

The applicant, or parent/legal guardian if applicant is under age 18, agrees to be responsible for all materials borrowed and to abide by the rules and regulations of the Winnipeg Public Library. This information may be released to a 3rd party in order to collect unpaid fines and fees.

**APPLICANT SIGNATURE:** \_\_\_\_\_  
(if applicant under 18, parent/guardian to sign)

## F. Match the library terms with the definitions.

Terms		Definitions
1. Librarian	_____	Shelves of books or other material
2. To renew	_____	Someone who reads a lot
3. Overdue	_____	To ask for a particular item in the library
4. Due date	_____	The date you must return the book by
5. Circulation desk	_____	Your book is late
6. To check out	_____	To take out a book
7. Book chute	_____	Place where you can return a book after the library closes
8. Bookworm	_____	To get an extension of time on your book
9. On hold	_____	Person who works in a library
10. Stacks	_____	Reserving a book so that when it is returned, you get it next
11. To request	_____	Where you can get information about library resources

### G. Making questions via email

*Pretend you are emailing the library. Make questions based on the following information.*

**Example:** Getting a library card How do I get a library card?

1. Hours of operation of the library \_\_\_\_\_
2. Identification required \_\_\_\_\_
3. Cost of a library card \_\_\_\_\_
4. Due date \_\_\_\_\_
5. Getting an application form \_\_\_\_\_
6. Nearest branch to where you live \_\_\_\_\_
7. If your child can get a library card \_\_\_\_\_
8. Total number of items you can check out \_\_\_\_\_
9. If the library has movies \_\_\_\_\_
10. Whether you can return books after the library is closed \_\_\_\_\_



## Getting a Library Card: activities for advanced levels

### Teacher notes

These photo stories and activities were produced to introduce EAL/ESL and new learners to the wealth of programs, collections and services of Winnipeg Public Library. The photo stories help visually guide the learner through common experiences of the library. The activities help reinforce vocabulary and encourage familiarity with library resources.

Each module presents a new topic to expand library knowledge, vocabulary and reading, writing, and speaking skills. Supplementary handouts and guides are also available for classroom and individual use. All materials are available in .pdf at [winnipeg.ca/library](http://winnipeg.ca/library).

Note: Library fees and hours are subject to change. Content will be updated periodically to reflect changes to library hours, fees and collections. Visit the Library's website at [winnipeg.ca/library](http://winnipeg.ca/library) for up to date information on the library.

Feedback is always welcome. Contact the Administrative Coordinator of Adult Programming and Outreach, Winnipeg Public Library at 204-986-4255.

### **The photo story and activities are suitable for Canadian Language Benchmarks 5-6.**

### **Teacher Instructions and Answer Keys**

#### **Activity A**

Activity A is designed to get the students thinking about the library. It is an oral activity with the teacher asking the questions. This activity may be repeated after other lessons are completed to gauge their learning.

Questions 1 to 7 are open-ended questions that will elicit various responses.

Questions 8 to 13 are specific questions about the Winnipeg Library system.

Depending on students' knowledge of the library, they may or may not know the answers yet.

## Getting a Library Card: activities for advanced levels

### Teacher notes

Answer Key for questions 8 – 13:

8 – Millennium Library

9 – 0, there is no fee.

10 – Yes

11 – Yes

12 – 3 weeks (Sometimes it can be renewed)

13 – Yes (The book chutes are open after hours).

### Activity B

Students study the photo story, 'Getting a library card' and determine the steps illustrated in the photos. The teacher should then go over the steps with the class. The teacher may want to write the steps on the board as determined by the class. An example of what the class may come up with:

1. Go to any Winnipeg library branch.
2. Tell the librarian that you want a library card.
3. Fill out an application form.
4. Show the librarian any acceptable identification - a driver's licence, a medical card, or any ID, such as a phone bill, with your name and current address on it.
5. Receive your library card on the spot.

### Activity C

This activity is designed to introduce the key words in getting a library card through a realistic dialogue. Hand this dialogue out to the students. The teacher selects two students to read the dialogue. After the students read it, the teacher should ask the class if they understand all the words in the dialogue.

### Activity D

The students are now ready to practice the picture dialogue. Divide the class into pairs, and have them follow the pictures and make up their own dialogue about getting a library card. Encourage the students to be a little inventive with their dialogues. After the student pairs have practiced both roles, the teacher calls upon one pair of students to perform the dialogue for the rest of the class

## Getting a Library Card: activities for advanced levels

### Teacher notes

#### Activity E

The teacher hands out an application form for the students to fill out. (It can also be downloaded from the website at [winnipeg.ca/library](http://winnipeg.ca/library)). The teacher may want to go over the application form with the students after they've filled it out to make sure it's complete and correctly filled out.

#### Activity F

This activity is designed to help the students learn some of the key terms related to the library, which will make it easier for them to ask questions and get information at the library.

1. Librarian	Person who works in a library
2. To renew	To get an extension of time on your book
3. Overdue	Your book is late
4. Due date	The date you must return the book by
5. Circulation desk	Where you can get information about library resources
6. To check out	To take out a book
7. Book chute	Place where you can return a book after the library closes
8. Bookworm	Someone who reads a lot
9. On hold	Reserving a book so that when it is returned, you get it next
10. Stacks	Shelves of books or other material
11. To request	To ask for a particular item in the library

#### Activity G

The teacher tells the students to pretend they are emailing the library with some questions they want to ask. The students can ask each other their questions once they have finished. The teacher may want this work handed in to check it over.

(Note: The Winnipeg Public Library has an 'Ask Us!' form on the website for submitting email questions. Although not for use for this exercise, this service may be of interest to the students for their future needs).