

中學圖書館 Secondary School Library

Library Introduction



KANG CHIAO INTERNATIONAL SCHOOL
康橋國際學校
林口校區

 **康橋國際學校** KANG CHIAO INTERNATIONAL SCHOOL 林口校區

 **康橋國際學校** 幼兒園 林口校區

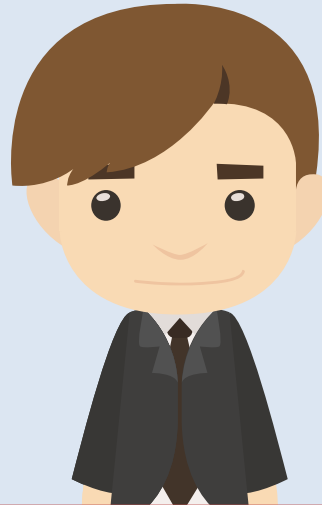


LIBRARY TEACHERS



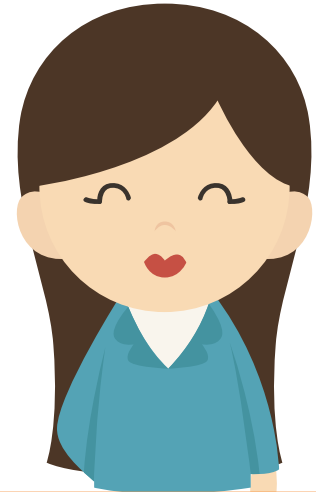
Debby Wu

吳方滢老師



Gustavo Kang

康崇旗組長



Joanna Chang

章瓊方老師



ABOUT THE LIBRARY



Location

7th Floor



Open Hours

Mon. - Thu.

8:25AM - 18:05PM

(16:45 - 18:05 apply in advance)

Fri.

8:25AM - 16:35PM

AGENDA



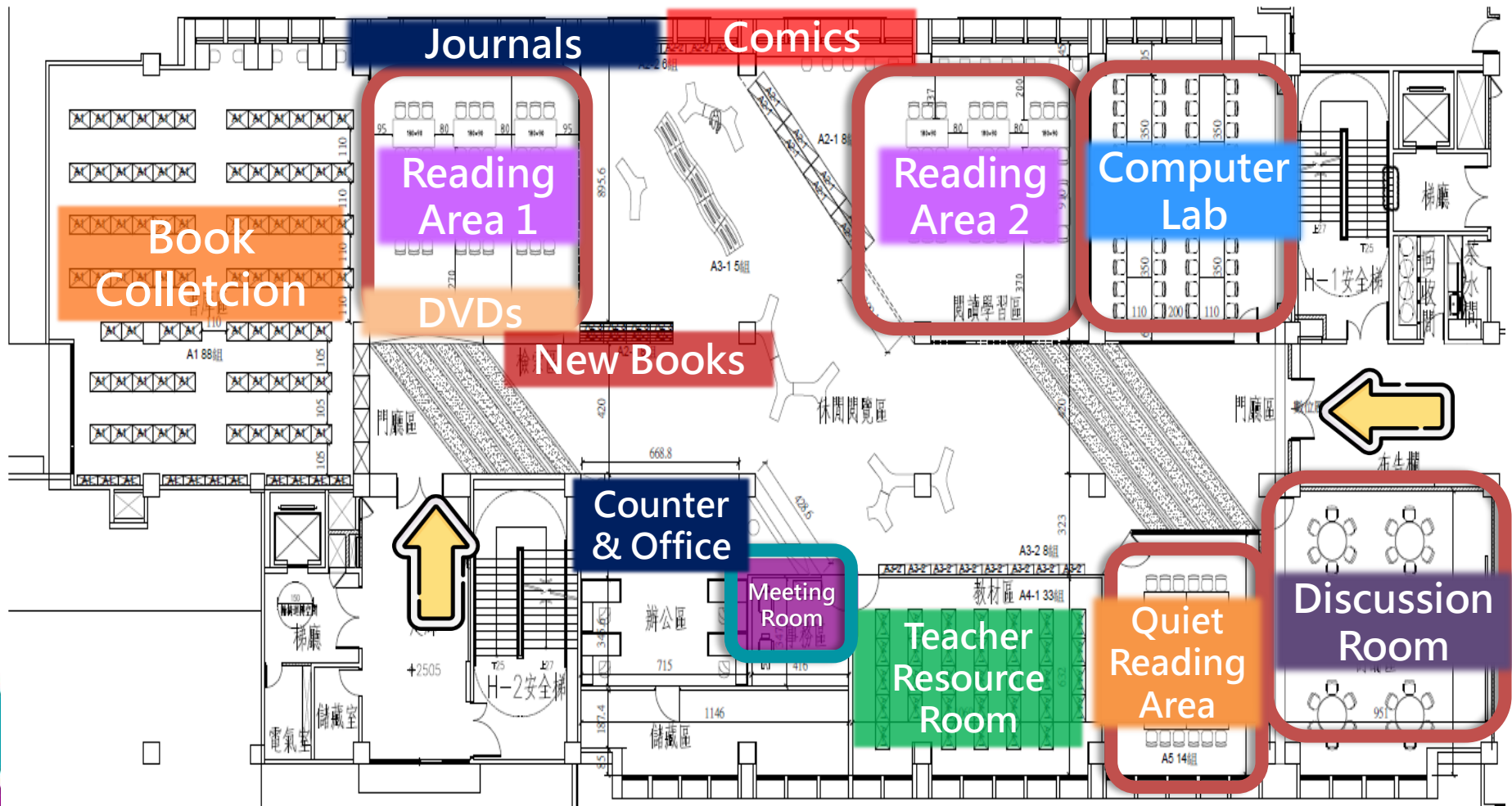
Floor Plans

Library Collection

Library Rules

Classification System

FLOOR PLANS





COUNTER & OFFICE AREA



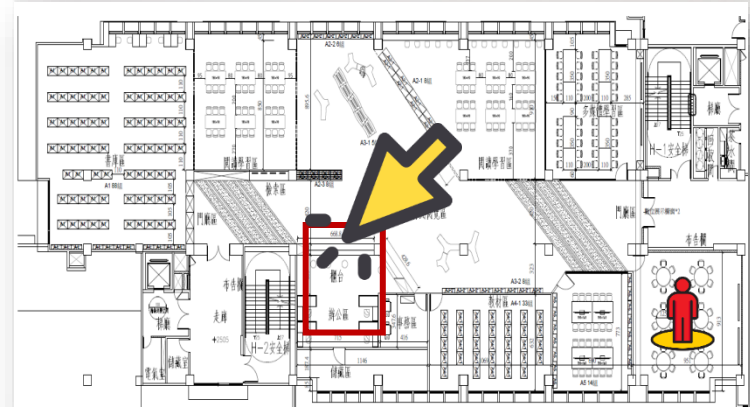
Services

- ✓ Borrow, return and renew
- ✓ Q&A
- ✓ Library inquiries



In Addition..

The library welcomes you to chat about books with its librarians.



Floor Plans

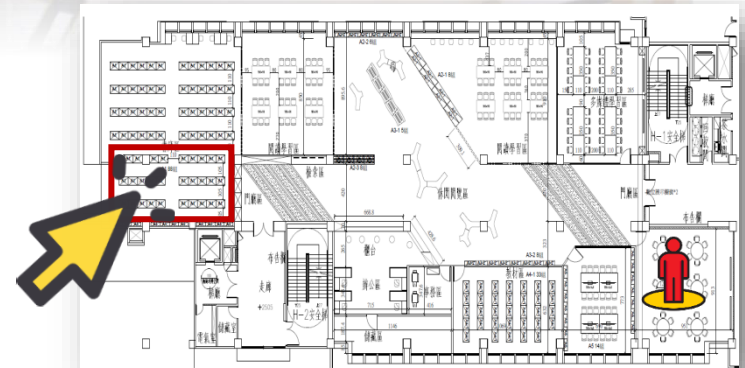


CHINESE BOOKS AREA



Chinese Books...

- ✓ are classified and shelved according to the “New Classification Scheme for Chinese Libraries”.
- ✓ can be divided into two main types:
 - Non-fiction
 - Fiction



Floor Plans

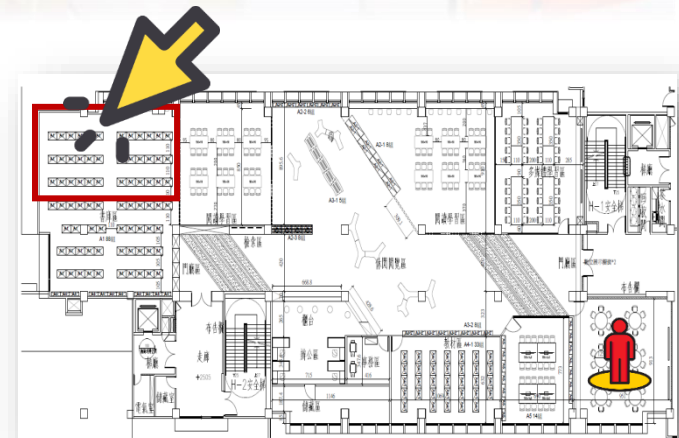


ENGLISH BOOKS AREA



English Books...

- ✓ are classified and shelved according to the “Dewey Decimal Classification”.
- ✓ can be divided in to three main types:
 - Non Fiction
 - Fiction
 - Series Fiction



Floor Plans

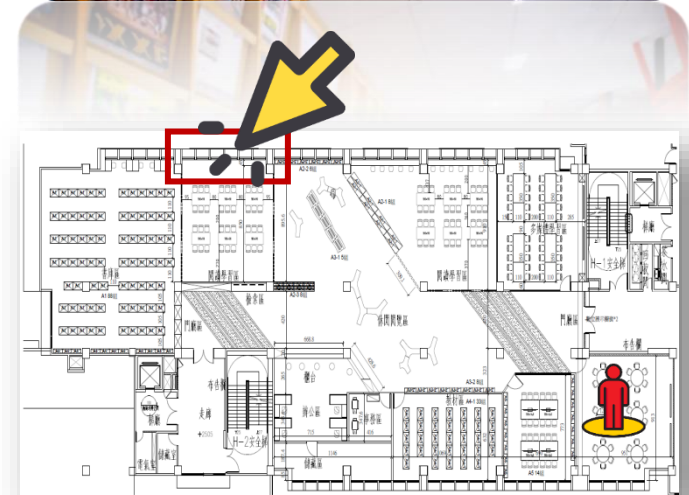


JOURNALS (MAGAZINES)



What is a Journal:

- ✓ which published regularly on a certain subject.
- ✓ available in languages of Chinese, English and Japanese.
- ✓ current issues **cannot be borrowed.**
- ✓ back issues are borrowable.



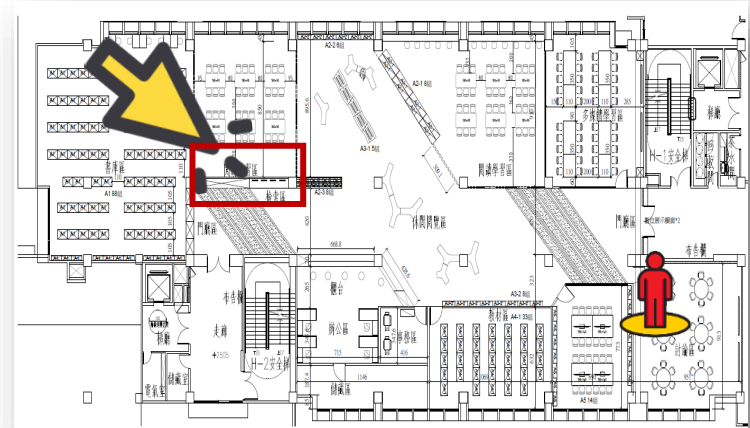
Floor Plans



DVDS



- ✓ Different kinds of portable videos.
- ✓ All the DVDs are listed on the library webpage.
- ✓ Borrow on Fridays, return on Mondays.
- ✓ Up to 2 DVDs per person.



Floor Plans

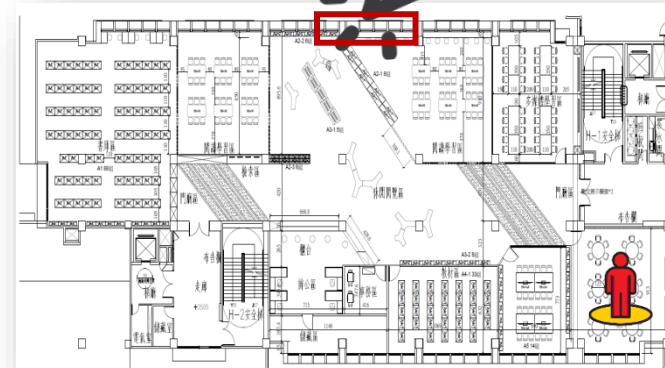


COMICS



- ✓ Special collections
- ✓ Update anytime

Reminder... !
Library use only!



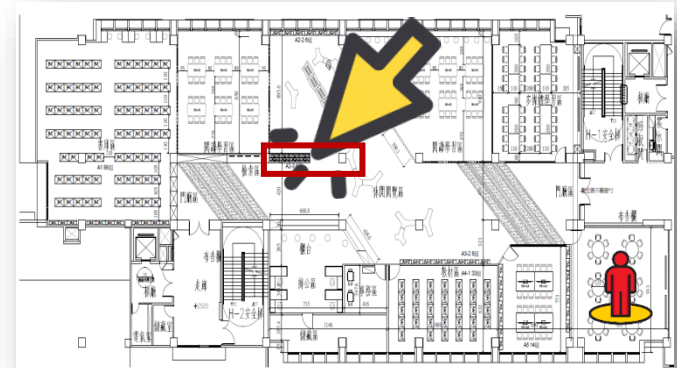
Floor Plans



NEW ARRIVALS



- ✓ including Chinese & English books.
- ✓ will update anytime.
- ✓ can be borrowed.



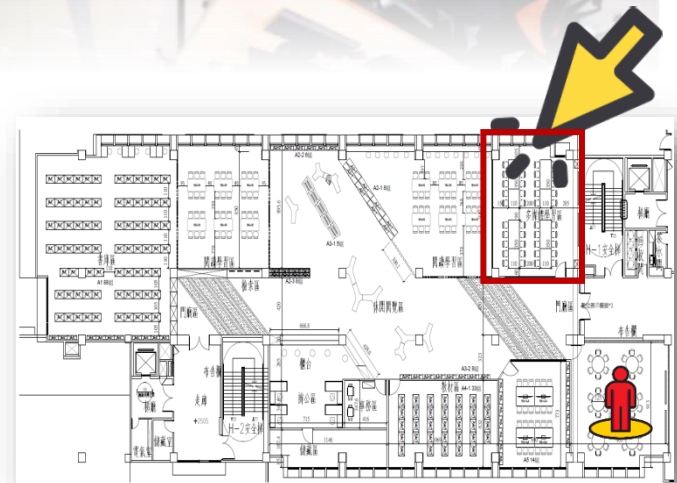
Floor Plans



COMPUTER LAB



- ✓ Library Instruction course
- ✓ Student Project course
- ✓ Online Database course
- ✓ MAP Test

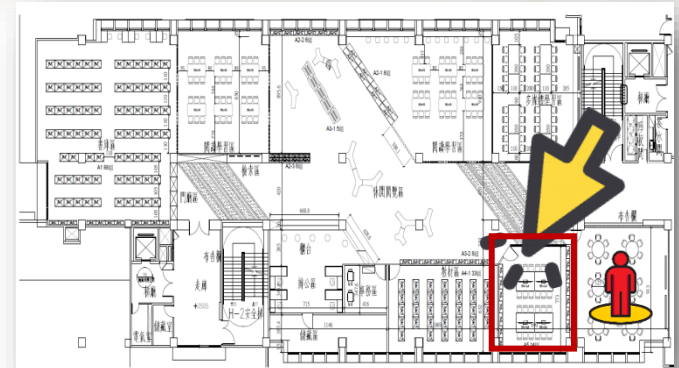


Floor Plans



QUIET READING AREA

- ✓ Quiet reading area in the library
- ✓ Area for reading lessons
- ✓ Back Issues
- ✓ Language Learning books

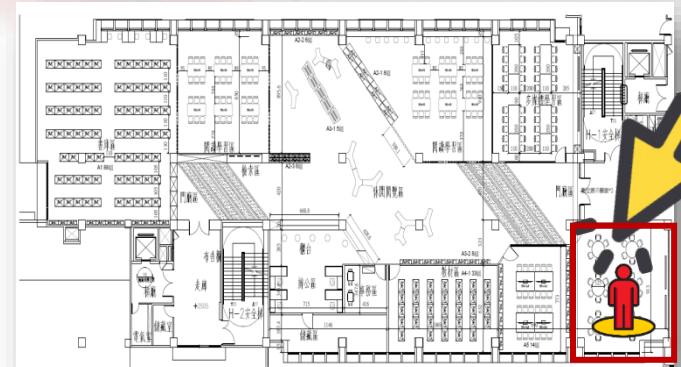


Floor Plans



DISCUSSION ROOM

- ✓ Area for students to discuss or join classes
- ✓ Library Instruction course



Floor Plans

AGENDA



Floor Plans

Library Collection

Library Rules

Classification System



LIBRARY COLLECTIONS

Books

Journals

**Online
Resources**

DVDs

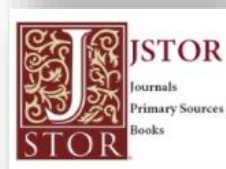
Library Collection

E-RESOURCES

E-Books



E-Journals



E-News Papers



Data Base



AGENDA



Floor Plans

Library Collection

Library Rules

Classification System



LIBRARY ETIQUETTE TIPS



Keep your voice down



No food and drinks



Take care of the books



Do not mark on books

Let's make our library a great place for everyone



BORROWING POLICY



Student ID card required



Up to 6 items per person



The loan period is 14 days



BORROWING POLICY



Students can borrow books without a library card required.

Up to 6 items

Books、Journals、DVDs

**Borrow DVDs on Fridays and
return on Mondays**



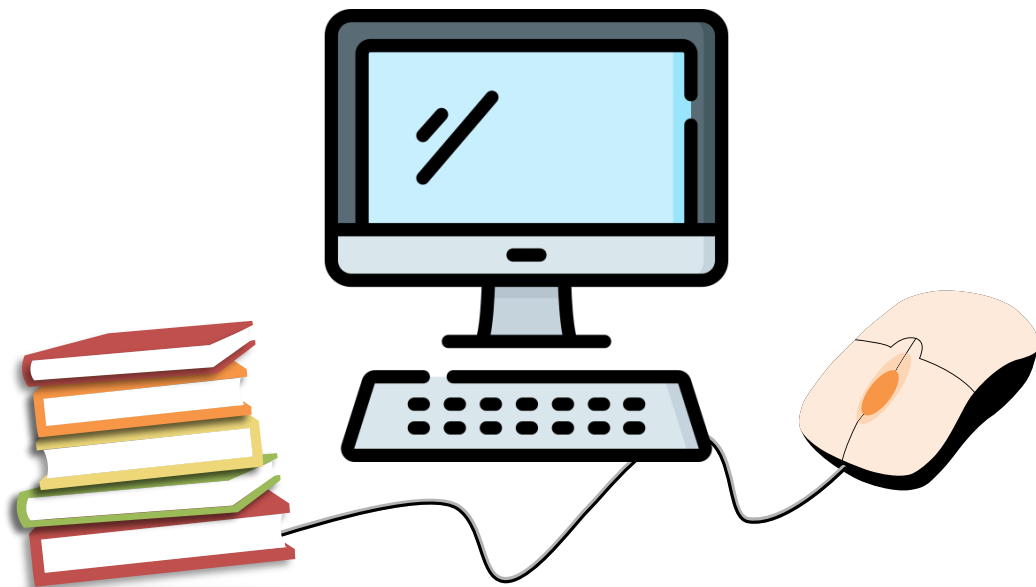
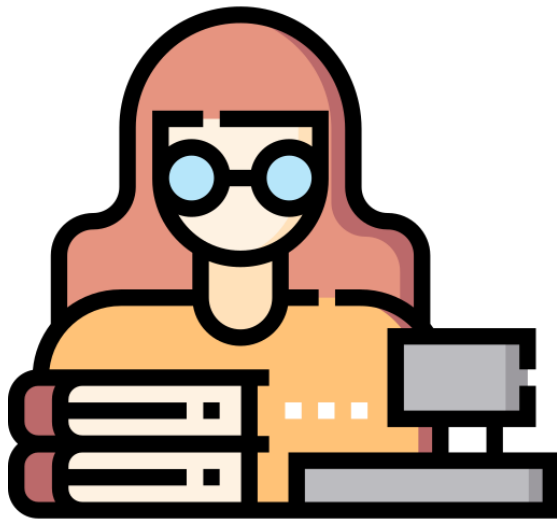
The loan period is 14 days.



RENEW 、 RESERVE

Library Counter

Online



Library Instruction



MY ACCOUNT

LK PSLibrary 林口小學圖書館 | XG Library 秀岡校區圖書館 | QS Library 青山校區圖書館 | HC Library 新竹校區圖書館

My Account 個人書房

Library Account 登入個人書房



Username 帳號

10705007

Student ID

Password 密碼

預設為身分證號字母

The password is your ID number. Do not modify.

Login 登入

Clear 清除

Catalogs 查詢服務

About Us 認識圖書館

※ The Username & Password is your School ID# & Identity card.

※ If you have any question, please contact librarian, thank you.

※ 帳號為學生證號或員編、密碼為身份證號碼。
《忘記帳號密碼》

※ 若有登錄問題，請與圖書館員連繫，謝謝！



凌網測試，您好！

預約申請進度

借閱/續借：2 件 借閱 (0 件 逾期)

預約：0 件 預約 (0 件 已到館)

待繳費用：0 元

我的報失 / 聲明歸還紀錄 (0 / 0)

我的借閱歷史

我的預約歷史

我的違規歷史

我的查詢歷史

電子書

借閱中書籍

借閱歷史

預約紀錄

修改個人資料

檢視借閱權限

我的記事本



我的收藏

可收藏喜愛的書目資料



我的評論

收錄我對哪些館藏的評論資料



我與圖書館的對話紀錄

填寫建議給圖書館，並可看到圖書館對本意見回覆或圖書館寫給我的訊息



我的標籤

查看自己過去對哪些館藏下過標籤，也可看看這些館藏的標籤



我的評分

查看自己過去評分過哪些館藏，也可看看這些館藏現在的評分情形



我的興趣主題

可自己設定有興趣主題，系統定期寄送與興趣主題相關的館藏資訊



RENEWALS

目前借閱：共 2 件 (0 件 逾期)

檢視方式：圖文並列 | 條列

續借

匯出

排序：題名-降冪

共 2 筆資料 1 共 1 頁 每頁顯示 10 筆資料

#	條碼號	<input type="checkbox"/>	書名	附件 備註	索書 號	借書日 期	到期日	逾期 天數	累計 罰款	續借 次數	預約 人數	評論
1	HC002743	<input checked="" type="checkbox"/>	童年的演化,大腦是否已經超 越自我基因的掌控? /		390 8266	2018- 10-11	2018- 10-25			0	0人	0評論
2	HC001827	<input type="checkbox"/>	無法 借 我為什麼去法國上哲學課? /		100 8342	2018- 10-24	2018- 11-07			0	0人	0評論

1. Tick

續借

2. Click to renew

共 2 筆資料 1 共 1 頁 每頁顯示 10 筆資料

Library Instruction



RENEWALS

KANG CHIAO INTERNATIONAL SCHOOL 康橋國際學校 圖書館 館藏查詢

Language: 中文(繁) | 回首頁 | 康橋國際學校 忘記帳號密碼?

館藏書目查詢 > 個人書房

目前借閱: 共 2 件 (0 件)

Checked out materials can be renewed online 3 days before the due date (including due day).

檢視方式: 圖文並列 | 條列

續借 匯出 排序: 題名-降冪 共 2 筆資料 1 共 1 頁 每頁顯示 10 筆資料

#	條碼號	書名	附件 備註	索書 號	借書日 期	到期日	逾期 天數	累計 罰款	續借 次數	預約 人數	評論
1	HC001827	無法 續借	我為什麼去法國上哲學課? /	100 8342	2018- 10-2	2018- 11-07			0	0人	0評論
2	HC002743	無法 續借	大腦簡史: 生物經過四十億年的演化, 大腦是否已經超 脫自私基因的掌控? /	390 8266	2018- 10-11	2018- 11-08			1	0人	0評論

續借 匯出 排序: 題名-降冪 共 2 筆資料 1 共 1 頁 每頁顯示 10 筆資料

Library Instruction

預約 RESERVATION



康橋國際學校

KANG CHIAO INTERNATIONAL SCHOOL

圖書館
館藏查詢

Language: 中文(繁) | 回首頁 | 康橋國際學校

忘記帳號密碼?

館藏書目查詢 > 查詢結果 > 書目資料

Hi ~ 林淑鈴

登出

進入個人書房



圖片來源: findbook

借閱次數: 6

為何會拿好人卡?: 老僑的七堂愛情管理課, 翻轉你自以為是的愛情觀! /

點閱: 3 評分: 0 評論: 0 引用: 0 轉寄: 0

簡略

MARC

其他書名: 老僑的七堂愛情管理課, 翻轉你自以為是的愛情觀!

語文: chi

版本: 初版十刷

作者: 張國洋

規格: 310面: 圖; 21公分

ISBN/ISSN/ISRC: 9789571362007

出版地: 臺北市:

出版社: 時報文化

出版年: 2015[民104]

集叢名: 優生活;

主題: 戀愛

書籤: f

轉寄 列印

評分分數

我要評分



人氣指樹

匯出資料

相近主題:

找理由活下去, 孩子! /

找理由活下去, 孩子! /

棉花糖女孩: 充實甜美外表下的空洞心靈, 教養出自自信健康的生命舵手 /

棉花糖女孩: 充實甜美外表下的空...



我是難民高中生: 不符期待, 你們...

館藏 簡介 作者簡介 標籤(0) 收藏(0) 評論(0) 評分(0)

館藏地/室: 全部 排序: 登錄號降冪 總件數 1件

每頁顯示 10 件

#	條碼號	館藏地/室	索書號	資料類型	目前狀態 / 到期日	附件	預約
1	HC002681	康橋林口中學圖書館 KCIS Linkou High School Library/中學*教學 Professional Book@Teacher Resource Room	544.7 8754	BOOK/一般	已被借出 On Loan / 2018-10-22		預約

回首頁

認識圖書館使用規則

康橋國際學校 校區



圖書-預約 BOOK RESERVATION

讀者預約 關閉(Close)

書名：為何會拿好人卡?：老儒的七堂愛情管理課.翻轉你自以為是的愛情觀! /
條碼號：HC002681
索書號：544.7/8754/
讀者預約有效日期 2019-04-06
備註

認識圖書館使用規則



逾期 OVERDUE



1-day suspension for each day an item is overdue.

Suspension period = number of items X overdue days

For example:

Johnny borrowed two books with a due day on 10/22.

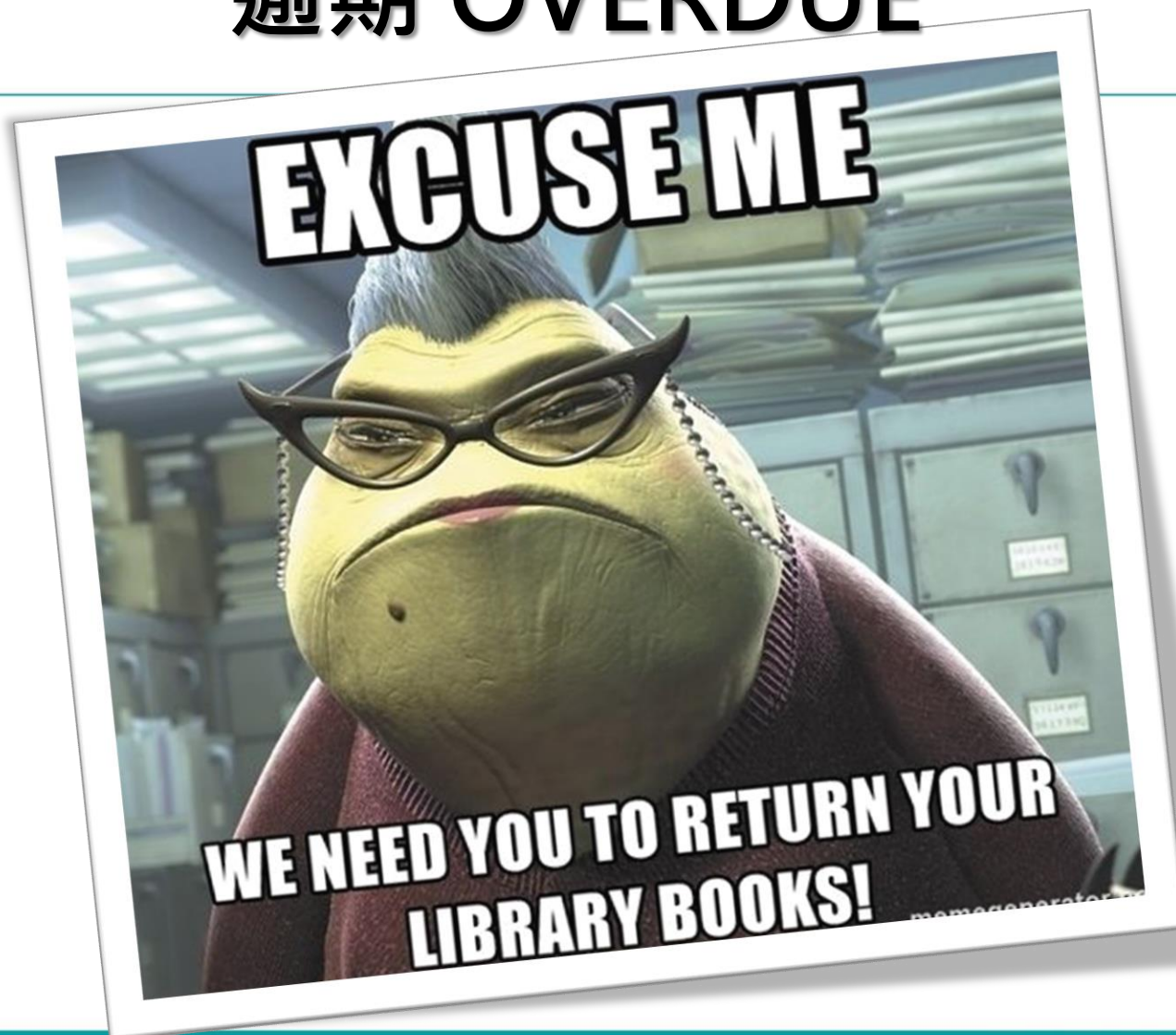
Due Date : 10/22 | Date of Return : 10/24

2(books) X 2(overdue days) = 4 suspension days

Johnny may borrow his next items on 10/28.



逾期 OVERDUE



認識圖書館使用規則



逾期 OVERDUE



**4-day
suspension for
2-day overdue
with 2 items.**

Due Date: 10/22

Date of Return: 10/24

Borrowing Privilege Unlock: 10/28



Library Instruction

逾期 OVERDUE

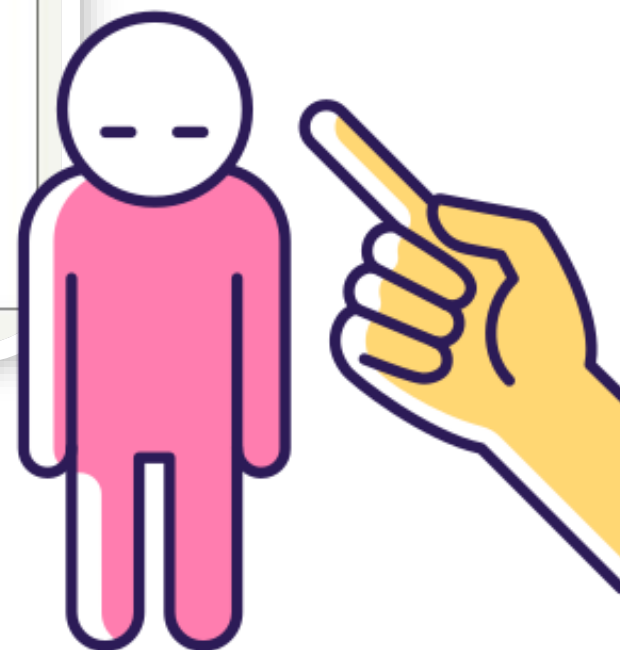
訊息視窗



讀者借閱停權至 2018-10-28，無法辦理借閱。

讀者預約停權至 2018-10-28，無法辦理預約。

OK



EXCUSE ME

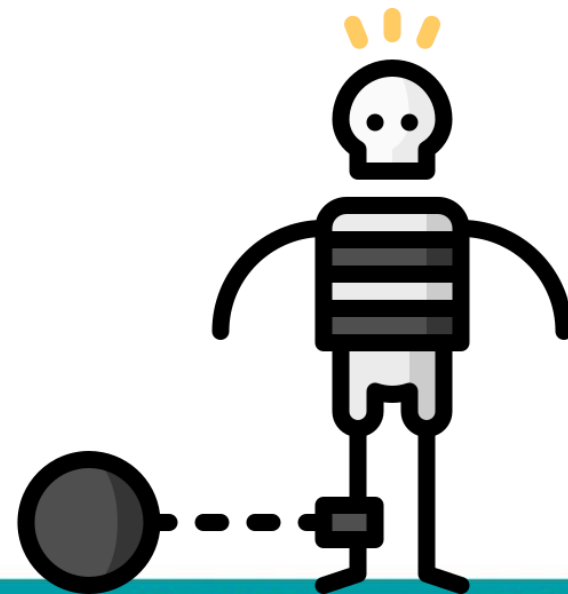
**WE NEED YOU TO RETURN YOUR
LIBRARY BOOKS!**



DETENTION



**Overdue for 28 days
= 1 Detention**





LIBRARY USE MANNERS

Each item has its own home.
When you finish browsing
the item, make sure it
goes back home.



If you don't know the item's home,
simply put it in the book cart or hand it
to the library teachers.

約定



AGENDA



Floor Plans

Library Collection

Library Rules

Classification System



LIBRARY CLASSIFICATION



All books are put in order according to the Library Classification.

Library Classification

CHINESE BOOKS CLASSIFICATION



000
總類



100
哲學



200
宗教



300
科學



400
應用科學



500
社會科學



600
中國史地



700
世界史地



800
語言文學



900
藝術休閒



Dewey Decimal Classification

000



**Computer Science,
Knowledge and
Systems**

100



**Philosophy and
psychology**

200



Religion

300



**Social
sciences**

400



Language

500



Pure Science

600



Technology

700



**Arts and
Recreation**

800



Literature

900



**History and
Geography**

Library Classification

Dewey Decimal Classification

Classification of English Non-Fiction Books

000



Generalities & Computer Science

- 010 Bibliography
- 020 Library & information sciences
- 030 General encyclopedic works
- 060 General organizations & museology
- 070 News media, journalism, publishing
- 080 General collections

100



Philosophy & Psychology

- 120 Epistemology, causation, humankind
- 130 Paranormal phenomena, Occult
- 150 Psychology
- 160 Logic
- 170 Ethics
- 180 Ancient, medieval, Oriental philosophy
- 190 Modern Western philosophy

200



Religion

- 290 Other & comparative religions / Classical (Greek & Roman) religion

300



Social Sciences

- 310 General statistics
- 320 Political science
- 330 Economics
- 340 Law / Model United Nations
- 350 Public / Military science
- 360 Social services; association / General social problems & welfare
- 370 Education
- 380 Commerce, communications, transport
- 390 Customs, etiquette / Aphorism

400



Language

- 420 English & Old English (writing/phonology/grammar/etymology/word origins)
- 423 Dictionary
- 428 Standard English usage / Leveled Reader
- 428-1 TOEIC
- 428-2 TOEFL
- 428-3 IELTS

500



Natural Sciences & Mathematics

- 507 Science Experiments / Science Miscellanea / Natural history
- 510 Mathematics
- 520 Astronomy & allied sciences
- 523 Solar system, Moon, Planets, Comets, Sun, Stars
- 530 Physics
- 540 Chemistry & allied sciences
- 550 Earth sciences
- 560 Paleontology / paleozoology / Fossil
- 570 Life sciences
- 580 Botanical sciences
- 590 Zoological sciences

600



Technology

- 610 Medical sciences and medicine
- 620 Engineering & allied operations / Military & nautical engineering
- 630 Agriculture
- 640 Home economics & family living / Child rearing
- 650 Management & auxiliary services
- 660 Chemical engineering
- 670 Manufacturing
- 680 Manufacture for specific uses
- 690 Buildings

700



The Arts Generalities

- 709 The historical, areas, persons treatment of art
- 710 Civic & landscape art
- 720 Architecture
- 730 Plastic arts, sculpture
- 740 Drawing & decorative arts
- 750 Painting & paintings
- 760 Graphic arts, printmaking & prints, postage stamps
- 770 Photography & photographs
- 780 Music
- 790 Recreational & performing arts

800



Literature & Rhetoric

- 810 Essays/Speeches/Letters/ Miscellaneous writings
- 830 Literatures of Germanic languages in German
- 840 Literatures of French
- 850 Italian, Romanian literatures, in Italian
- 860 Spanish & Portuguese literatures
- 890 Chinese Literatures
- 891 Philippine Literature
- 892 Korean Literature
- 893 Japanese Literatures

900



Geography & History

- 909 World history
- 910 Geography and travel
- 920 Biography
- 930 History of the ancient world
- 940 General history of Europe
- 950 General history of Asia, Far East
- 960 General history of Africa
- 970 General history of North America
- 972 General history of Middle America
- 973 General history of United States
- 980 General history of South America
- 990 General history of other areas



Call Number of English Books

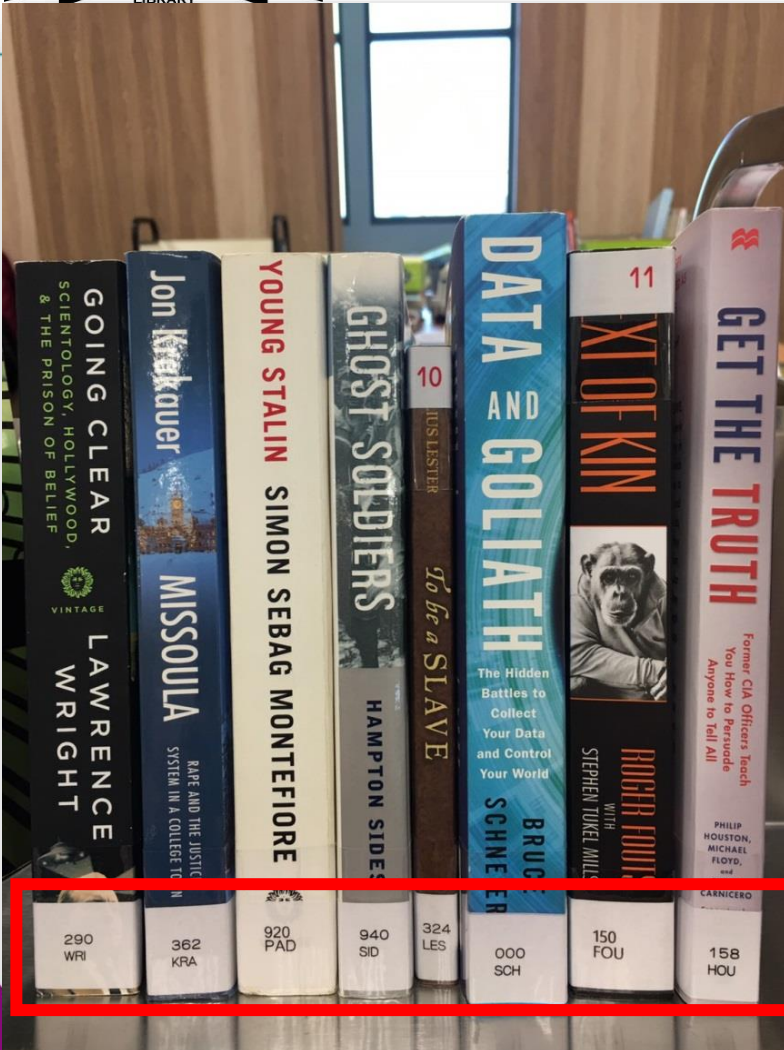
Non-Fiction CALL NUMBER

920

Classification
number

PAD

The first three
letters of the
author's last name



Library Classification

Call Number of Fiction Books



Fiction

FIC

SMA The first three
letters of the author's
last name

S635 Cutter Number



FIC
SMA
S635



Series
Fiction

SF

HAR The first three
letters of the Series's name

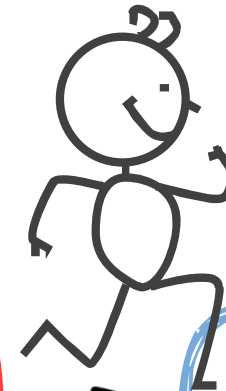
H323 Cutter Number
V.1



SF
HAR
H323
v.1

Library Classification

HOW TO FIND BOOKS



1

**LIBRARY
WEBPAC**

2

**CALL
NUMBER**

3

BOOKSHELF

Library Classification



圖書館查詢系統

LK PSLibrary 林口小學圖書館

XG Library 秀岡校區圖書館

QS Library 青山校區圖書館

HC Library 新竹校區圖書館

My Account 個人書房



:: Secondary School Library 中學圖書館 ::

☒ All 全部 ☐ Book 圖書 ☐ Journal 期刊

Title 題名

General 一般



Author 作者

Topic 主題

ISBN

Barcode Number 條碼號

Call number 索書號

Text 關鍵字

Catalogs 查詢服務

Resources 資源指南

Services 服務

Notice 圖書館公告

About Us 認識圖書館





WEBPAC

Title→the name of a book

Author→the writer of a book

Subject→what the book is about


Series→such as “Harry Potter”

ISBN→International Standard Book Number

How to find books

一般 All [Search](#)

[Add Limits to Search Results](#)

 You Searched : 全部書目資料

☐ Please Select Sort By T

[Prev](#) [1](#) [2](#) [3](#) [4](#) [5](#) ... [60](#)

☐

1



圖解生物學

Author/Creator : 顧祐瑞

Publishers : 五南圖書

Publication : 2013.

[Details](#)

[Extended Search](#)

Check-outs: 0 times Clicks: 0 times

☐

2



圖解生物統計學 /

Author/Creator : 陳錫秉

Publishers : 五南

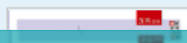
Publication : 2016.

[Details](#)

[Extended Search](#)

Check-outs: 0 times Clicks: 0 times

☐



圖解植生工程

[查詢策略](#)

display mode image

[» By Library](#)

KCIS Linkou Elementary Library
(28279)

KCIS High School Library (28106)

Kindergarten Library (3542)

[» By Language](#)

英語 (31761)

中文 (29567)

日語 (170)

西班牙語 (83)

泰語 (69)

[Next](#) |

[» By Year](#)

9931 (1)

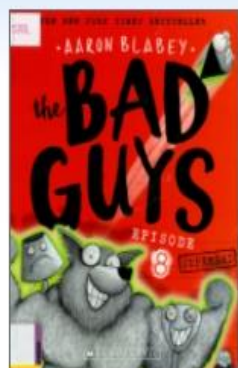
2022 (288)

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Check-outs : 0

The Bad Guys in Superbad /

 Hit : 21  Rating : 0  Review : 0  Trackback : 0

Forward : 0

[simple](#)

[MARC](#)

Other title : Superbad

Author/Creator : Blabey, Aaron,

description : 137 pages : illustrations ; 20 cm.

ISBN/ISSN/ISRC : 9789811185885

Place of Publication : [New York City, NY] :

Publishers : Scholastic Press, an imprint of Scholastic Inc.

Publish Year : 2018

Series : the Bad Guys;

Subject : Animals;Heroes;Extraterrestrial beings;Graphic novels.;Animals;Superheroes;Humorous stories.;Superheroes;Animals;Heroes and heroines;JUVENILE FICTION / Action & Adventure.;JUVENILE FICTION / Animals.;JUVENILE FICTION / Humorous Stories.

Senior Lexile : Lexile 530L Lexile 530

Bookmark :  



Rating Scores ▾

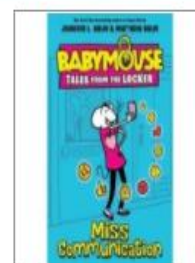
Rating



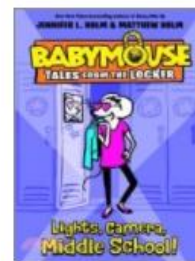
人氣指樹

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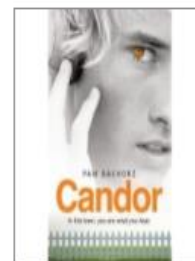
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Miss communication ...



Lights, camera, mi





The Bad Guys in Superbad /

 Hit : 21  Rating : 0  Review : 0  Trackback : 0
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[Tags\(0\)](#)

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Location : All

Sort By 登錄號-降冪 Total 1件

Per page display 10 items

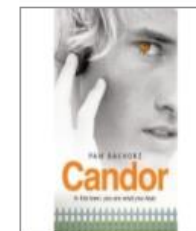
#	Barcode	Location	Call Number	Collection Type	Status / Due Date	annex	Reserve
1	HE007469	KCIS High School Library/中學*英文小說系列書區@Fiction By Series	SF BAD B132 v.8	Fiction_by Series/一般	在書架上 On Shelf		On Shelf

[Top](#)

Subject : Animals;Heroes;Extraterrestrial beings;Graphic novels.;Animals;Superheroes;Humorous stories.;Superheroes;Animals;Heroes and heroines;JUVENILE FICTION / Action & Adventure.;JUVENILE FICTION / Animals.;JUVENILE FICTION / Humorous Stories.

Senior Lexile : Lexile 530L Lexile 530

Lights, camera, mi



ENGLISH COLLECTION STACKS

NON-FICTION

**Non fiction books
are arranged by
subject.**

FICTION

**Fiction books are
arranged by the
author's last name.**

SERIES FICTION

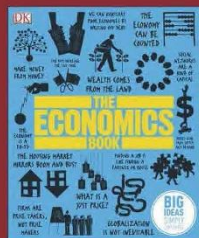
**Series fiction
books are arranged
by the series' titles.**

書架
走走

N

- *Real
- *Fact talk
- *Read to learn
- *Read in any order
- *Photos, charts, graphs
- *Table of contents

Example:

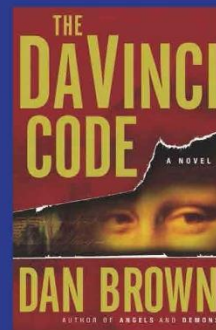


Non-Fiction

F

- *Not real
- *Story talk
- *Read to enjoy
- *Read in order
- *Illustrations
- *Characters, setting

Example:

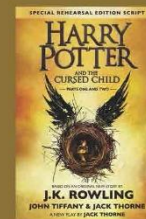


Fiction

S

- *same author
- *similar themes, setting, or characters in each new edition
- *similar plot lines and story characteristics
- *marketed as a group by their publisher

Example:



Series

HOW TO FIND THE BOOKS

Left to Right (In alphabetical or numbers order)

Top to
Bottom

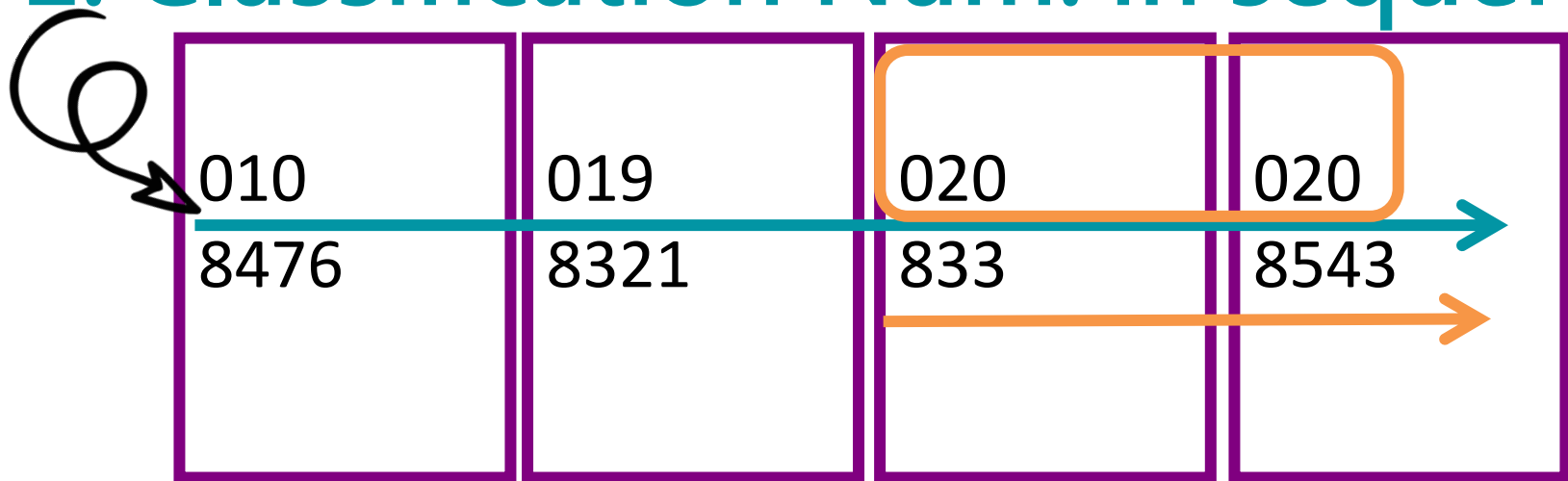


Library books are arranged from top to bottom on a shelf and move from left to right.



Rules for placing **Chinese books**

1. Classification Num. in sequence

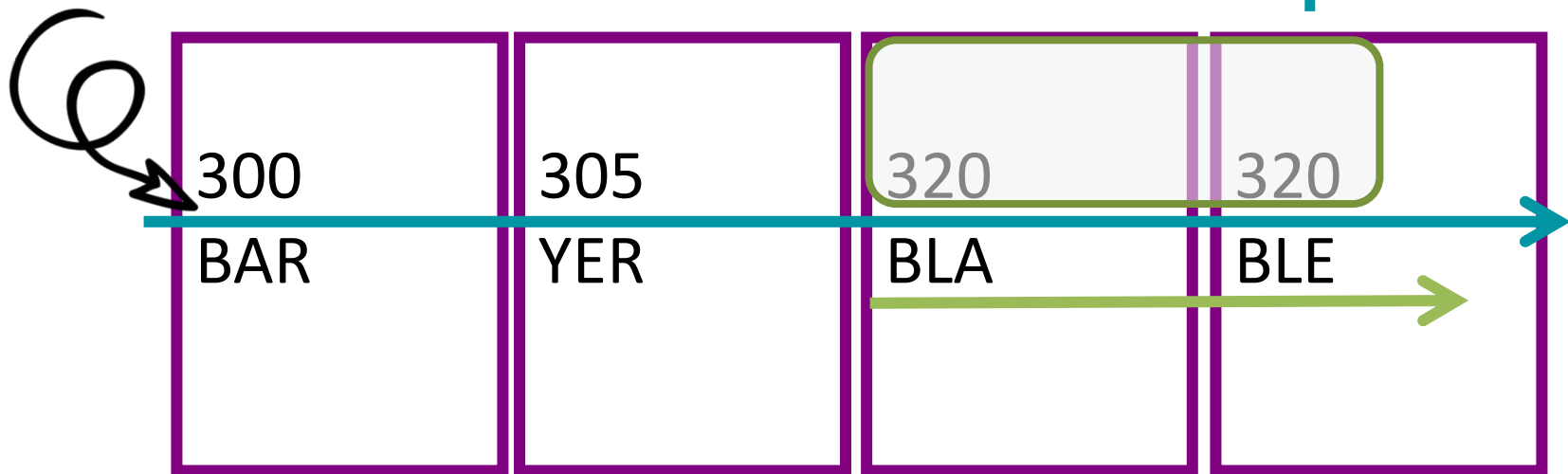


2. Author Num. in number order.



Rules for placing **Non-Fiction** books

1. Classification Num. in sequence



2. Author Num. in ABC order.



RULES FOR PLACING FICTION BOOKS

1. In ABC order.

FIC ALE A595	FIC AND B486	FIC BRA C485	FIC BRA D485
--------------------	--------------------	--------------------	--------------------

A diagram illustrating the ABC order rule for placing fiction books. It shows a table with four columns, each representing a book's call number. The first two lines of the call number are the same for all books (FIC ALE, FIC AND, FIC BRA, FIC BRA). The third line is different (A595, B486, C485, D485). A blue arrow points from the third line of the first book to the third line of the second book, and a pink arrow points from the third line of the second book to the third line of the third book, indicating the sequence of books in ABC order.

2.If first two lines match, check the third line.



Quiz

FIC
BRA
C485

1

FIC
GAL
G162

2

FIC
ALE
B595

3

FIC
BRA
D485

4

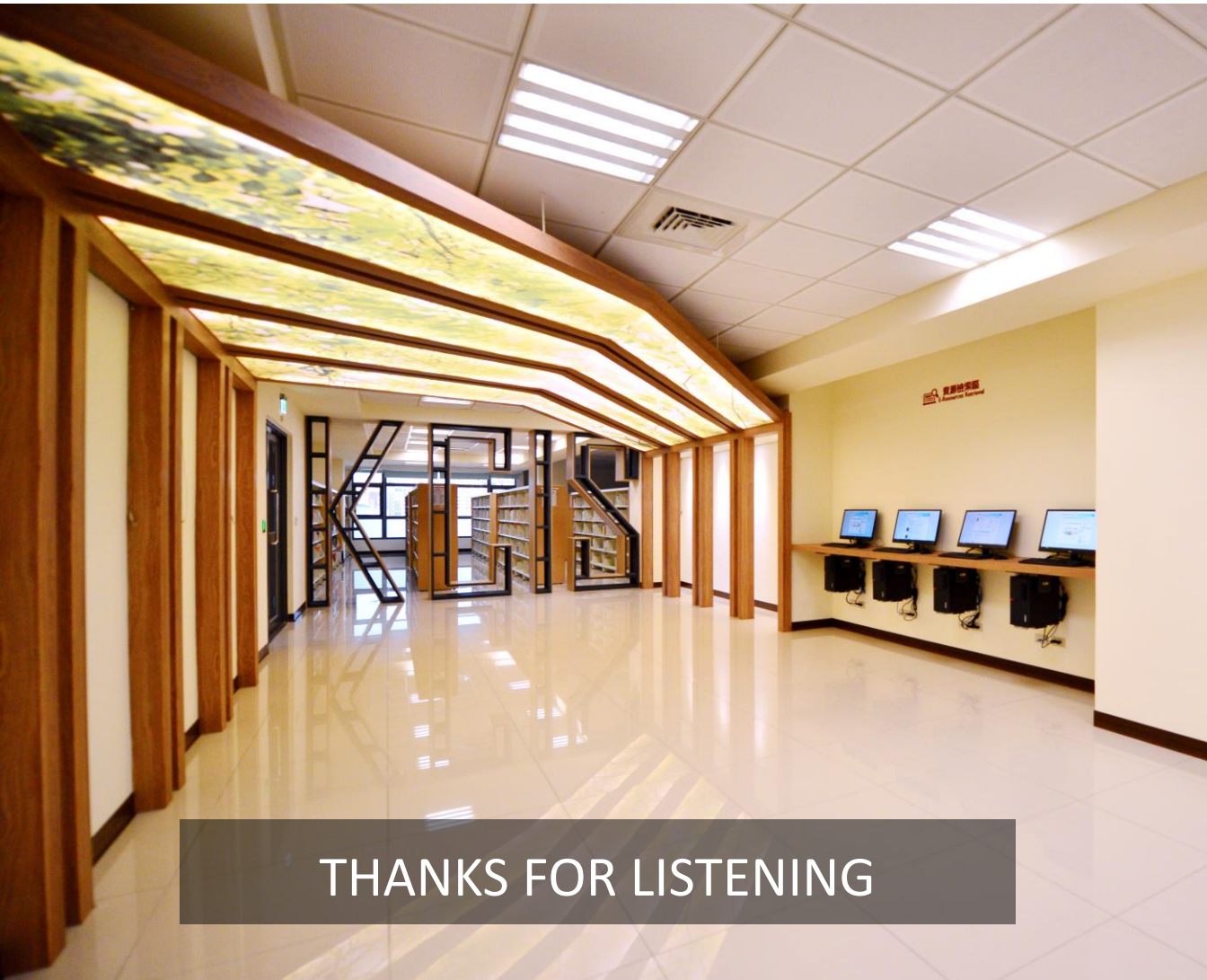
FIC
AND
B486

5

3 5 1 4 2



Welcome To Your Library



THANKS FOR LISTENING



"I do believe
something very
magical can happen
when you read a good
book."

- J.K. Rowling.....