

3.0 Study and Research Skills – Students access, locate, analyze, synthesize, and evaluate information. When needed, they incorporate it into a piece of writing, correctly crediting sources.

3.2 Use reference sources:

Use Reference Sources Progression K-5	
Kindergarten	<ul style="list-style-type: none"> ❑ Locate the title, table of contents, author, and illustrator of a book (c).
First Grade	<ul style="list-style-type: none"> ❑ Identify the author, title, and illustrator of a book (c). ❑ Use a table of contents (p/s).
Second Grade	<ul style="list-style-type: none"> ❑ Understand the purpose of various reference materials—atlas, dictionary, glossary, thesaurus (p/c). ❑ Use table of contents, chapter headings (p/c), title page (s), and glossary (p) to locate information.
Third Grade	<ul style="list-style-type: none"> ❑ Use a dictionary to determine syllables, pronunciation, words meaning, and use of guide words (p/c/s). ❑ Locate information with an encyclopedia, title page, index, table of contents (p/c/s), glossary, and thesaurus (p/c). ❑ Understand the structure, organization, and use of various reference materials—atlas, computerized card catalog, dictionary, encyclopedia, thesaurus (p/c).
Fourth Grade	<ul style="list-style-type: none"> ❑ Locate information with a dictionary, glossary, index, table of contents, and thesaurus (p/c). ❑ Understand the structure, organization, and use of library and media sources—almanac, atlas, card catalog, Dewey Decimal System, encyclopedia, library software, magazines, newspapers (p/c/s). ❑ Interpret information in a dictionary—alphabetize to the 5th letter; use guide words; determine syllables, pronunciation, and meaning (p/s). ❑ Use various reference materials as an aid to writing—dictionary, thesaurus, encyclopedia, on-line information (c). ❑ Locate information in reference texts by using organizational features (e.g., preface, appendix) (c).
Fifth Grade	<ul style="list-style-type: none"> ❑ Locate information with a dictionary, glossary, index, table of contents, and thesaurus (p/s). ❑ Use library and media sources—almanac, atlas, card catalog, CD-ROM, Dewey Decimal System, ❑ Encyclopedia, library software, and periodicals (p/c/s). ❑ Interpret information in a dictionary—alphabetize to the 5th letter; use guide words; determine syllables, pronunciation, and meaning (p/s). ❑ Use organizational features of printed text (e.g., citations, end notes, bibliographic references) to locate relevant information (c).