

# Welcome to MHS Library

## Your Librarians are Mr. Moellering and Mrs. Brown

### Hours

Mondays: 7:30 – 11:30 then 1:00 – 3:00

Tuesdays: 8:30 – 12:30 then 1:00 – 3:00

Wednesdays (and rally schedule days): 8:30 – 12:45 then 1:15 – 3:00

Thursdays: 8:30 – 12:30 then 1:00 – 3:00

Fridays: 8:30 – 12:30 then 1:00 – 3:00

### Book Policies

#### **Library Books:**

Students may have up to ten books checked out at one time. When working on a school project, the limit is three books on a single subject. Books are checked out for three weeks and may be renewed twice. There is a \$10 per day late charge.

#### **Textbooks:**

Students are responsible for textbooks assigned to them and must return the same textbook at the end of the semester/school year. The returned textbook must have the same barcode number as the one issued to the student. Students will be required to pay for, or replace books that are lost, stolen, mildewed, or otherwise damaged. Any pre-existing damage is marked, dated, and initialed inside the front cover, but if a student finds any damage not marked, they must *immediately* bring the textbook to the library. Books should not be left anywhere except in your locker or at home; **do not** leave any books in a classroom.

### Links

#### [MHS Library Card Catalog](#)

This will link you to our card catalog where you can browse our circulation collection. Be sure to bring your school ID with you when you check out books.

#### [EBSCO](#)

Username: **mhs**

Password: **moorpark**

Here you will find access to our subscription research databases that provide reliable sources for searching periodicals, books, encyclopedias, biographies, atlases, etc.

The easiest way to search is using the “Student Research Center” link.

The database options include:

- MagillOnLiterature Plus is our literary database combining information on literary works, critical analyses, brief plot summaries, biographies, and author essays
- MAS Ultra contains full text for many magazines as well as reference books, biographies and primary source documents and images
- Newspaper Source is cover-to-cover text for more than 40 US and international newspapers and 389 regional (U.S.) newspaper as well as television and radio

### RESOURCES at your Library

- Books
- Magazines
- Newspapers
- Computers, with Internet access, EBSCO databases, Microsoft Office and access to a printer
- Student Photocopier (cost: 10¢ per page)