Introducing Encyclopedias Part 2 of 2

**Skills category**
Locating, identifying and using the encyclopedia

**Grade levels**
3rd

**Time required**
15 minutes

**Objectives**
Students will become familiar with locating the volume needed to find people by last names. Students will have experience locating correct volumes to locate general topics.

**Materials needed**
Set of encyclopedias to display
Copies of handouts prepared for Part 1.

**Preparation**
Locate a set of encyclopedias.
Locate handouts.

**Procedure**
“Today we are going to talk about encyclopedias and how various subjects may be found. We will be looking at a set of encyclopedias similar to ours.

(Distribute the handouts.)
“Look at the side of the handout that says #1. This is a picture of a set of encyclopedias that covers many subjects.

“Generally speaking, people are listed in encyclopedias by their last names.

“In which volume would you look for an article about:
George W. Bush? (Volume 2, B)
Davy Crockett? (Volume 4, Ci-Cz)
Sandra Day O’Connor? (Volume 14, N-O)
Johnny Appleseed? (Volume 1, A) -- John Chapman had his name legally changed, thus he is found under ‘Appleseed.’

“In which volume would you look for an article about:

“Kings and queens are entered in an encyclopedia differently. They are found by looking up the first names. Members of a Royal Family *do not* have last names. To find an article about Queen Elizabeth, look in Volume 6, E.

In which volume would you look for an article about:
King Henry VIII? (Volume 9, H)
Queen Victoria? (Volume 20, U-V)

“You have learned how to find kings, queens, and other people in an encyclopedia. For most other subjects you should look under the first word. For example, if you want to find sand dune, look in Volume 17, S-Sn.

“In which volume would you look for:
The Statue of Liberty? (Volume 18, So-Sz)
Tropical rain forest? (Volume 19, T)
Dude ranch? (Volume 5, D)

“Now each of you get a partner sitting by you and give them a topic to find the volume. Correct and agree on the answers. Take as many turns as you can before I say ‘Time.’

“Good work.
Encyclopedias can be great reference books for information or for writing reports.”

Collect the handouts