Classes begin on Tuesday, January 19. The class schedule and assigned classrooms can be found [here](#). Palmer Manhattan classes are held in the NYU Bobst Library.

**Entering Bobst**: When you enter Bobst Library the first time, go to the far LEFT to the privileges window to get your Bobst pass, good for the fall semester or until you are issued an LIU ID. (See Orientation below) Continuing students will be given a sticker for your LIU ID. Allow some extra time at the privileges window in case there’s a line on the first days of the semester!

**Classrooms**: The East, West and Avery classrooms are located in the Avery Fisher Center, 2nd floor, between the elevator banks. The East Room is to the left; West is to the right; and Avery is straight back and to the far right. PC classrooms are in the computer center, one level below the lobby. For a video tour of Bobst: [http://nyu.libguides.com/content.php?pid=123054&sid=2146509](http://nyu.libguides.com/content.php?pid=123054&sid=2146509)

**Orientation**: If this is your first semester at Palmer Manhattan, please contact me at alice.flynn@liu.edu. I will meet with you individually to take an ID picture, give you some pertinent handouts, answer questions, and go over some important details about the Palmer program. If you prefer, you could send me a headshot to use for your ID picture. Just remember, no sunglasses or hats! We could meet any Monday – Thursday at Bobst.

**To do**: Be sure that you are subscribed to kiosk: [https://lists.1.liu.edu/mailman/listinfo/cwp-kiosk](https://lists.1.liu.edu/mailman/listinfo/cwp-kiosk) and that you have activated your MyLIU account at [my.liu.edu](http://my.liu.edu). Remember that you must use your MyLIU account when communicating with us and include your nine-digit ID number (starts with 100)!

**Read** about the e-Portfolio requirement and look for notices about upcoming Adobe Connect sessions to answer questions.

**Check your schedule** on My.LIU.edu! Make sure that you are actually in the classes you planned to be in and dropped from the ones you may have dropped!

**You can access the LIU databases** remotely by signing in with the same sign-in and password you use for your LIU email. Just go to: [http://www2.liu.edu/cwis/cwp/library/libhome.htm](http://www2.liu.edu/cwis/cwp/library/libhome.htm) to explore this amazing resource.

**PLEASE SEE BELOW FOR TEXTBOOK REQUIREMENTS**
LIS 520 Records Management; Hunter


LIS 606 Information Literacy and Library Instruction; Jank

*Information Literacy Instruction w/CD*
*By GRASSIAN; 2ND edition; 2009; Publisher: ALA; ISBN: 9781555706661*

*Teaching Information Literacy*
*By BURKHARDT; 2ND edition; 2010; Publisher: ALA; ISBN: 9780838910535*

LIS 709 Principles and Practices of Rare Book Cataloging and Descriptive Bibliography; Peña

*New Intro to Bibliography*
*By GASKELL; PUBLISHER: OAK KNOLL; ISBN: 9781884718137*

LIS 744 Academic and Special Libraries; Jank

*Changing Academic Library*
*By BUDD; 2nd edition; 2012; Publisher: ALA; ISBN: 9780838986127*

*Special Libraries: Survival Guide*
*By MATARAZZO; 1ST edition; 2013; Publisher: ABC CLIO; ISBN: 9781610692670*