

Class Tour and Orientation Request Form

(This form is for instructor's use only)

Please submit to beaton@cbu.ca

Name:	Today's Date:
Email:	Phone:
Course Number and Title:	
Requested date of session:	Start time:
	End time:
Other potential dates:	Number of students:

Will students begin doing research during this session? Yes No

Will the class be completing a paper with an archival component?
 Yes No

Would you like input on a "mini-assignment" that would use archival materials and fit within the theme of the course? Yes No

Is there a particular topic you would like discussed during the session? For example: the difference between primary and secondary material?

Please detail here:

Please provide any other information that will be helpful to preparing the session; a copy of your assignment and syllabus are also helpful.
