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Library (LIBR) 1548 Introduction to Library Research (1 Unit)

[formerly Information Competency 48; Library Skills 48; English 48, Information Competency 1548, Information Competency 1048]

Advisory: Eligibility for English 1500 strongly recommended

Hours and Unit Calculations:

16 hours lecture. 32 Outside of class hours. (48 Total Student Learning Hours) 1 Unit

Catalog Description: This course is an introduction to research skills and strategies for college students to successfully locate, access, evaluate, and use information in various formats. Students will learn how to use print, database, and Internet resources, cite sources in-text, create bibliographies, and understand the legal and ethical issues involving research. Not open for students with credit in INCO 1548 or INCO 1048.

Type of Class/Course: Degree Credit

Text: Badke, William. *Research Strategies: Finding Your Way Through the Information Fog. 6th ed.*, iUniverse, 2017.

Recommended Required Materials: None

Course Objectives:

By the end of the course, a successful student will be able to

1. Demonstrate knowledge of library materials, e.g., reference, circulating, periodicals, databases, and media,
2. Locate, examine, use and evaluate a variety of reference resources in the Taft College Library,
3. Use the Taft College Library online catalog to locate print and electronic books using basic and advanced information retrieval techniques,
4. Perform a data base search using keywords, subject headings or other relevant search methods,
5. Examine, compare, and interpret information found in magazines, journals, newspapers, and other sources using the Taft College Library online databases,
6. Identify and interpret bibliographic citations from a variety of print and electronic resources and formats,
7. Utilize search engines, weblogs, directories, and email to locate, communicate and evaluate information from the Internet,
8. Assess the legal and ethical issues surrounding information,
9. Identify and define primary and secondary sources,
10. Use and organize information by preparing an annotated bibliography using correct citation formats, and
11. Avoid plagiarism by using in-text citation after direct quotations and paraphrases
12. Articulate information needs as research statements or questions

Course Scope and Content:

- Unit I Introduction to and definitions of Library Resources
- A. Reference sources
 - B. OPAC (online public access catalog)
 - C. Books and eBooks
 - D. Periodicals – magazines, journals, newspapers
 - E. Subscription databases
 - F. Library services
- Unit II Introduction to Research
- A. Determining the information need
 - B. Refining the search strategy
 - C. The Online Library Catalog
- Unit III Retrieving and using books
- A. The catalog record
 - B. Keyword and subject searching
 - C. Classification systems
 - D. Call numbers
- Unit IV Types of reference sources
- A. Directional, ready reference, comprehensive research sources
 - B. Encyclopedias, dictionaries, statistical sources, etc.
 - C. Appropriateness of Internet sources for classroom assignments
- Unit V Periodicals
- A. Popular v. Scholarly
 - B. Print and electronic
 - C. Databases – general periodical and subject specialized
 - D. Electronic search strategies, Boolean operators, advanced search features
- Unit VI Evaluating information sources
- A. Determine accuracy, relevancy, timeliness, and comprehensiveness
 - B. Distinguish between fact and opinion
 - C. Select information sources suitable to specific assignments
 - D. Primary vs. Secondary sources
- Unit VII Internet resources
- A. Understanding URL and domain names
 - B. Search strategies for search engines and directories
 - C. Evaluation of web-based sources
- Unit VIII Using information effectively
- A. Apply information through critical thinking and problem solving relevant to the assignment
 - B. Create and organize bibliographies
 - C. Use research by quoting, paraphrasing, and citing in-text
 - D. Use signal phrases/attributive tags to introduce sources in writing

- Unit IX Understanding academic integrity and honesty
- A. Importance of citing sources: In-text and bibliography
 - B. Citing various formats according to prevalent citation styles (emphasis on MLA but APA introduced)
 - C. Define, recognize, and correct plagiarism

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 2 hours per week outside of the regular class time doing the following:

1. Complete take-home assignments
2. Complete required reading

Methods of Instruction:

1. Lectures
2. Assigned readings
3. Demonstrations of electronic resources
4. Group activities
5. Class presentations

Methods of Evaluation

1. Written assignments for this course include:

125 to 150-word annotated evaluations for each of five sources, in which students will apply at least five evaluative criteria discussed in the course.

300 to 400 - word written analysis of search strategies, where students analyze two of their own searches or searches provided by the instructor, identify ineffective techniques, propose solutions and explain why their solution is more effective.

2. Computational or non-computational problem-solving demonstrations, including:
 - a. exam(s) multiple choice, completion, matching items, sort answer, and true or false questions on course terminology, search techniques, research tools, evaluation of sources, and other concepts covered in the course
 - b. Formulation of 2-3 search queries that narrow search results
 - c. Formulation of 2-3 search queries that broaden search results
 - d. Development of 2-3 research questions or statements appropriate for college level research assignments
- c. homework exercises
3. Skill demonstrations, including:
 - a. class performance(s)
 - b. comprehensive exam(s)

Supplemental Data:

TOP Code:	160100: Library Science, General
SAM Priority Code:	E: Non-Occupational
Distance Education:	Online; Offline
Funding Agency:	Y: Not Applicable(funds not used)
Program Status:	1: Program Applicable
Noncredit Category:	Y: Not Applicable, Credit Course
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Course is not a basic skills course
Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	E: Credit By Exam
Eligible for Pass/No Pass:	C: Pass/No Pass
Taft College General Education:	LIC: Local Course INCO
Discipline:	Library Science