

## Short Topics in Work: Information Literacy

37:575:191

Fall 2017

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### COURSE DESCRIPTION

To assist in conducting research in the field of labor and employment studies, the course provides an overview of the research strategies and techniques used to determine an information need, to access and evaluate information critically, to incorporate information into one's research, and to use and understand the information effectively and appropriately. Information literacy concepts such as research methods, scholarly resources, source evaluation, citation creation, intellectual property, and copyright will be covered.

### COURSE OBJECTIVES

At the conclusion of the course, students should be able to:

1. Determine the nature and extent of an information need;
2. Access needed information effectively and efficiently;
3. Evaluate information and its sources critically;
4. Use information effectively to accomplish a specific purpose; and
5. Understand the ethical, legal and socio-economic issues surrounding the use of information.

### COURSE REQUIREMENTS

Essay	20 %
Concept Worksheet	20%
Required Reading	20 %
Final Quiz	20 %
Attendance	20 %

### OVERALL GRADE/%

<b>A</b>	100 – 90
<b>B+</b>	89 – 87
<b>B</b>	86 – 80
<b>C+</b>	79-77
<b>C</b>	76 – 70
<b>D</b>	69 – 60
<b>F</b>	59 – 0

### ASSIGNMENT DESCRIPTIONS

#### Essay (20%)

A one-page essay about information literacy and workplace competencies is required.

#### Concept Worksheet (20%)

One Concept Worksheet covering the concepts of finding and evaluating information is required.

#### Required Reading (20%)

There are two (2) articles to read for the course. After finding and reading the article, come up with three (3) talking points about the article, and comment on them. Be prepared to discuss in class.

#### Final Quiz (20%)

There will be a final quiz on the last day of class.

#### Attendance (20%)

Attendance will be taken at the beginning AND end of each class.

## COURSE SCHEDULE

**Nov. 6<sup>th</sup>:**            **Week 1: *Determining the Nature and Extent of an Information Need***

Topics Covered

What is information Literacy?  
Fake News, the Media and the Internet

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**Nov. 13<sup>th</sup>:**            **Week 2: *Accessing Needed Information Effectively and Efficiently***

Topics Covered:    Search Strategies/Database Techniques

Required Reading

(Please use the Rutgers Libraries System to find the readings within one of the library's online databases.)

Koltay, T., Spiranec, S., & Karvalics, L. Z. (2015). The shift of information literacy towards  
Research 2.0. *The Journal of Academic Librarianship*, 41(1), 87-93.

**Due:**    Required Reading Talking Points: Read the article above. Decide on three (3) talking points about the article and comment on each. You will need to hand in this assignment. Please ONLY typewritten work.

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**Nov. 20<sup>th</sup>:**            **Week 3: *Evaluating Information and Sources Critically***

Topics Covered:    Evaluating Information/Citations & Plagiarism

**Due:**    Finding and Evaluating Concept Worksheet.

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**Nov. 27<sup>th</sup>:**            **Week 4: *Using Information Effectively and Understanding Various Issues around Its Use***

Topics Covered:    Organizing Evidence into an Original Argument

Required Reading

(Please use the Rutgers Libraries System to find the readings within one of the library's online databases.)

Head, A. J., Van Hoeck, M., Eschler, J., & Fullerton, S. (2013). What information  
competencies matter in today's workplace? *Library and Information Research*, 37(114), 74-104.

**Due:**    Required Reading Talking Points: Read the article above. Decide on three (3) talking points about the article and comment on each. You will need to hand in this assignment. Please ONLY typewritten work.

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**Dec 4<sup>th</sup>:**                **Week 5: *Information Literacy in the Workplace***

Topics Covered:    Workplace Competencies/Copyright, Fair Use, and Intellectual Property

**Due:**    Essay on Information Literacy and Workplace Competencies.

**Final Quiz at end of class. Worth 20% of grade.**