Short Topics in Work:  
Information Literacy for Research about Work  
37:575:191:01&02  
Fall 2014

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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
Reading Evaluations 15 points  
Class Attendance 25 points  
Assignments 20 points  
Analysis Paper 40 points

Reading Evaluations
You will use the Rutgers Libraries System to find the readings within one of the library’s online databases. Evaluation worksheets will be completed in class to demonstrate reading comprehension.

Class Attendance
Students are highly encouraged to attend all five sessions of the course. Class attendance points will be deducted for absences.

Assignments
There will be two take-home assignments. Each assignment will be worth 10 points.

Analysis Paper
A minimum two page analysis paper will be due on the last day of class. Find an online news article that is reporting on a study or research report. Conduct research using the methods and techniques discussed in class to either support or refute the arguments made in the news article. Answer questions such as: Does the news article have merit? What sort of conclusions did the news article make? Are such conclusions credible compared to the actual research study? Why are these conclusions credible or not credible? A bibliography of at least 3 scholarly sources is required to support your argument. Paper and bibliography must be in APA format.
COURSE SCHEDULE

Sept 29/Nov 3: Determining the Nature and Extent of an Information Need

Topics Covered
- What is information Literacy?
- Information and Database Structures
- Beginning the Research Process
- Identifying Information Needs

Oct 6/Nov: Accessing Needed Information Effectively and Efficiently

Topics Covered
- Identifying Key Terms and Subjects
- Search Strategies
- Database Techniques
- Retrieving Sources
- Citation Creation

Required Reading

Assignments Due
1. Locate and submit a news article that is reporting on a study. This news article will be the basis of your analysis paper.
2. In one sentence, explain what will be the basis of your argument. Use the assignment submission document in Sakai to complete this assignment.

Oct 13/Nov 17: Evaluating Information and Its Sources Critically

Topics Covered
- Evaluating Information
- In-Text Citations
- Plagiarism
- Synthesizing Evidence and Formulating an Argument

Required Reading

Assignments Due
1. APA Formatting Assignment. (10 points)
2. Locate and submit the study/research report referenced in your news article.
Oct 20/Nov 24: Using Information Effectively and Understanding Various Issues around Its Use

Topics Covered
Organizing Evidence into an Original Argument
Integrating Information
Communicating Information Gathered

Required Reading

Assignments Due
1. Article Evaluation Assignment (10 points)
2. Locate and submit two possible scholarly articles to use in your analysis paper and a brief explanation as to why they are relevant to your argument. Use the assignment submission document in Sakai to complete this assignment.

Oct 27/Dec 1: Information Literacy in the Workplace

Topics Covered
Information Literacy and Workplace Competencies
Current Research in the Field
Internet Evaluation
Copyright, Fair Use, and Intellectual Property

Assignments Due
Analysis Paper Due in class.