

Short Topics in Work: Information Literacy

37:575:191

Fall 2021 - Online

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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 information needs, types and mediums; technological innovations in access to information; evaluation of information; context and documentation; plagiarism, copyright, and intellectual property; censorship and the information industry 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

Module Synopses (6) 90 %
Discussion/Participation (6) 10 %

OVERALL GRADE/%

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

WHAT IS A MODULE SYNOPSIS?

For each Module (there are 6 of them), you are required to write a summary, or synopsis, synthesizing all of the concepts covered within the lectures, readings, and activities for that Module. Each synopsis must be at least 250 words in length (about a page). For each synopsis, you need to write a cohesive and comprehensive analysis of the concepts discussed in the lectures, readings, and activities prompted in that Module. The synopsis needs to demonstrate that you engaged with the course materials (watched the videos, read the readings, and completed the activities) and understood the concepts being presented. This is NOT a formal essay. It is a summary telling me what you learned by putting together all the resources that were available. No outside sources are to be used, you are simply talking about the concepts within the Module. Each synopsis is worth 15%.

WHAT IS REQUIRED FOR THE DISCUSSIONS?

For each Module, there will be an opportunity for the class to discuss the concepts in an open forum. This provides an opportunity to engage with others in the class, explore the concepts being delivered, and ask questions. The discussion will close when that Module is over.

LATE ASSIGNMENTS

Assignments *over a week late* will not be accepted.

ACCOMMODATIONS

Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: <https://ods.rutgers.edu/students/documentation-guidelines>. If the documentation supports your request for reasonable accommodations, your campus's disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form on the ODS web site at: <https://ods.rutgers.edu/students/common-forms>.

ACADEMIC INTEGRITY AT RUTGERS

Principles of academic integrity require that every Rutgers University student:

- properly acknowledge and cite all use of the ideas, results, or words of others
- properly acknowledge all contributors to a given piece of work
- make sure that all work submitted as his or her own in a course or other academic activity is produced without the aid of unsanctioned materials or unsanctioned collaboration
- obtain all data or results by ethical means and report them accurately without suppressing any results inconsistent with his or her interpretation or conclusions
- treat all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitate academic dishonesty by others nor obstruct their academic progress
- uphold the canons of the ethical or professional code of the profession for which he or she is preparing.

Adherence to these principles is necessary in order to insure that:

- everyone is given proper credit for his or her ideas, words, results, and other scholarly accomplishments
- all student work is fairly evaluated and no student has an inappropriate advantage over others
- the academic and ethical development of all students is fostered
- the reputation of the University for integrity in its teaching, research, and scholarship is maintained and enhanced.

Failure to uphold these principles of academic integrity threatens both the reputation of the University and the value of the degrees awarded to its students. Every member of the University community therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld.

– *The Rutgers University Academic Integrity Policy*

COURSE SCHEDULE

DATES	MODULE	VIDEOS	READING	ACTIVITY	DUE
(M1) 9/6-9/12 (MA & MB) 10/25-10/31	#1 Information Literacy Fundamentals	1A: Using Canvas & the Syllabus 1B: Information Literacy Basics 1C: Information Needs, Types & Mediums 1D: Demo	O’Brien, M. J. (2021). Misinformation, disinformation and hoaxes: What’s the difference? <i>The Conversation</i> . https://theconversation.com/misinformation-disinformation-and-hoaxes-whats-the-difference-158491	Examine different types of information.	(M1) 9/12 (MA&MB) 10/31 Submit Synopsis Participate in Discussion
(M1) 9/13-9/19 (MA & MB) 11/1-11/7	#2 Information Literacy, Technology & Access	2A: Information Literacy & Technology 2B: Changes in Accessing Information 2C: Demo	Nichols, T. (2017). Let me Google that for you: How unlimited information is making us dumber. <i>The Death of Expertise: The Campaign Against Established Knowledge and Why It Matters</i> . New York: Oxford University Press.	Follow prompts to recognize different access points.	(M1) 9/19 (MA&MB) 11/1 Submit Synopsis Participate in Discussion
(M1) 9/20-9/26 (MA & MB) 11/8-11/14	#3 Information Literacy & Evaluation	3A: Evaluating Criteria 3B: Scholarly vs. Popular 3C: Demo	Barclay, D. A. (2018). Tricks of the trade: Techniques that lower your information guard. <i>Fake News, Propaganda, and Plain Old Lies: How to Find Trustworthy Information in the Digital Age</i> . New York: Rowman & Littlefield.	Evaluate websites for credibility.	(M1) 9/26 (MA&MB) 11/14 Submit Synopsis Participate in Discussion
(M1) 9/27-10/3 (MA & MB) 11/15-11/21	#4 Information in Context	4A: Context & Evidence 4B: Citations & Documentation 4C: Demo	The course glossary.	Examine selected web articles that include course concepts and impress family and friends with new vocabulary words.	(M1) 10/3 (MA&MB) 11/21 Submit Synopsis Participate in Discussion
(M1) 10/4-10/10 (MA & MB) 11/22-11/28	#5 Ethical, Legal & Socio-Economic Issues Around Information	5A: Ethical Issue of Plagiarism 5B: Legal Issue of Copyright 5C: Socio-Economic Issues of Access, Censorship & Profit	Reardon, M. (2021, July 29). Section 230: How it shields social media, and why Congress wants changes. <i>c/net</i> . https://www.cnet.com/news/section-230-how-it-shields-social-media-and-why-congress-wants-changes/	Examine examples of professional plagiarism and copyright infringement.	(M1) 10/10 (MA&MB) 11/28 Submit Synopsis Participate in Discussion
(M1) 10/11-10/18 (MA & MB) 11/29-12/6	#6 Information at Work & the Big Picture	6A: Information Literacy at Work 6B: The Information Industry	Moses, J. (2021, July). Information in the U.S. Industry Report. <i>IBISWorld</i> .	Examine job descriptions to see connections to information literacy concepts.	(M1) 10/18 (MA&MB) 12/6 Submit Synopsis Participate in Discussion