

**Short Topics in Work:
Information Literacy
37:575:191:90:91
Fall 2015 - 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 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

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| Short Lecture Summaries | 5 points |
| APA Formatting Assignment | 5 points |
| Article Evaluation Assignment | 5 points |
| Lecture Mini Quizzes | 15 points |
| Reading Worksheets | 15 points |
| Discussion Comments | 15 points |
| Analysis Paper | 40 points |

Short Lecture Summaries

Each week (with the exception of the last week), a brief, 3-4 sentence summary should be posted about the video lectures to demonstrate comprehension. Each summary is worth one (1) point. Post summaries using the Journal Feature in eCollege. Even though there may be multiple videos for the week, ONLY ONE summary combining all lecture material is needed.

APA Formatting Assignment

In Unit 4, the APA assignment will be submitted for students to become familiar with the APA citation style which is to be used for the final analysis paper. The assignment will be corrected for accuracy on proper APA citation guidelines and returned to you. This assignment is five (5) points.

Article Evaluation Assignment

In Unit 5, the Article Evaluation Assignment will be submitted for students to become familiar with analyzing articles for relevancy and credibility. The assignment will be graded on accuracy of selected articles to a pre-determined topic. This assignment is five (5) points.

Lecture Mini Quizzes

Each week (with the exception of the last week), a three-question mini quiz will be submitted based on the content of the video lectures. Each quiz is worth three (3) points.

Reading Worksheets

You will use the Rutgers Libraries System to find the readings within one of the library's online databases. There are three (3) readings for the course. Reading worksheets will be completed to demonstrate reading comprehension. Each reading worksheet is worth five (5) points.

Discussion Comments

Each week (with the exception of the last week), several discussion topics will be presented to be commented on. Choose two (2) topics and post a comment to each. Each comment should be at least three (3) sentences. Each week, discussion comments are worth three (3) points.

Analysis Paper

An 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. The paper should not be longer than two pages. The analysis paper is worth forty (40) points.

COURSE SCHEDULE

UNIT 1 ***Introduction to Information Literacy***

Week of Sept 21st/Oct 26th:

Topics Covered

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

Watch:

There are four (4) videos to watch for this week's lecture:

1. Course Introduction
2. The Syllabus
3. Introducing the Analysis Paper
4. Determining the Nature and Extent of an Information Need

Due by Sept 27th/Nov 1st:

There are four (4) deliverables due this week:

1. Pre-Assessment Survey (not graded)
2. Short Lecture summary – 3 to 4 sentences (1 points)
3. Lecture Mini Quiz based on videos (3 points)
4. Post comments to discussion board on two topics (3 points)

UNIT 2 **Search Strategies**

Week of Sept 28th/Nov 2nd:

Topics Covered

Identifying Key Terms and Subjects
Search Strategies
Database Techniques

Read:

Required Reading

Colón-Aguirre, M. & Fleming-May, R. A. (2012). 'You just type in what you are looking for': undergraduates' use of library resources vs. Wikipedia. *Journal of Academic Librarianship*, 38(6), 391-399.

Watch:

There are three (3) videos to watch for this week's lecture

1. Discussing the Wikipedia Article
2. Search Strategies
3. Searching in Databases

Due by Oct 4th/Nov 8th:

There are four (5) deliverables due this week:

1. Short Lecture summary – 3 to 4 sentences (1 points)
 2. Lecture Mini Quiz based on videos (3 points)
 3. Post comments to discussion board on two topics (3 points)
 4. Complete the Reading Worksheet, "Wikipedia Article Evaluation." (5 points)
 5. Locate a news article that is reporting on a study. This news article will be the basis of your analysis paper. In one sentence, explain what will be the basis of your argument.
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UNIT 3 **Using and Creating Citations**

Week of Oct 5th/Nov 9th:

Topics Covered

Retrieving sources
Citation creation
In-Text Citations

Watch:

There are two (2) videos to watch for this week's lecture

1. Using Citations
2. Creating Citations

Due by Oct 11th/15th:

There are four (4) deliverables due this week:

1. Short Lecture summary – 3 to 4 sentences (1 points)
 2. Lecture Mini Quiz based on videos (3 points)
 3. Post comments to discussion board on two topics (3 points)
 4. Locate the study/research report referenced in your news article.
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UNIT 4 *Evaluating Information*

Week of Oct 12th/Nov 16th:

Topics Covered

Evaluating Information

Plagiarism

Synthesizing Evidence and Formulating an Argument

Read:

Required Reading

Evering, L. C. & Moorman, G. (2012). Rethinking plagiarism in the digital age. *Journal of Adolescent & Adult Literacy*, 56(1), 35-44.

Watch:

There are two (2) videos to watch for this week's lecture

1. Evaluating Information
2. Plagiarism

Due by Oct 18th/Nov 22nd:

There are five (5) deliverables due this week:

1. Short Lecture summary – 3 to 4 sentences (1 points)
2. Lecture Mini Quiz based on videos (3 points)
3. Post comments to discussion board on two topics (3 points)
4. Complete the Reading Worksheet, "Plagiarism Article Evaluation." (5 points)
5. Complete the APA Formatting Assignment (5 point)

UNIT 5 *Using Information Effectively*

Week of Oct 19th/Nov 23rd:

Topics Covered

Organizing Evidence into an Original Argument

Integrating Information

Communicating Information Gathered

Read:

Required Reading

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.

Watch:

There are three (3) videos to watch for this week's lecture

1. Evaluating Information
2. Plagiarism
3. Analysis Paper Guidelines

Due by Oct 25th/Nov 29th:

There are six (6) deliverables due this week:

1. Short Lecture summary – 3 to 4 sentences (1 points)
2. Lecture Mini Quiz based on videos (3 points)
3. Post comments to discussion board on two points (3 points)

4. Complete the Reading Worksheet, "Workplace Competencies Article Evaluation." (5 points)
 5. Complete the Article Evaluation Assignment (5 points)
 6. Optional: Locate two possible scholarly articles to use in your analysis paper and a brief explanation as to why they are relevant to your argument.
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UNIT 6 *Information in the Workplace*

Week of Oct 26th/Nov 30th:

Topics Covered

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

Watch:

There are three (3) videos to watch for this week's lecture

1. Workplace Competencies
2. Copyright
3. Intellectual Property

Due by Nov 1st/Dec 6th:

There are two (2) deliverables due this week:

1. Analysis Paper (40 points)
 2. Post-Assessment Survey (not graded)
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