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L ST 100H, Section 601: INFORMATION SEARCH STRATEGY

Faculty Information

Title	Campus Head Librarian
Instructor	Sara Lou Whildin
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Office Hours	T,W,R 10 a.m. - noon other hours by appointment
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Course Information

Credits	1
Course	100H
Section	601
Location	Vairo Library Computer Lab (rear upper floor)
Times	T,R 8:30 - 9:45 a.m.
Start Date	Class meets 9/2/2008 - 10/4/2008

Required Text

none

Course Description

Concepts and methodology for determining information needs and planning efficient strategies to locate information in a library.

Course Objectives

Specifically, we are seeking to develop several of the skills associated with information literacy:

Information literacy is a set of intellectual skills and values that integrate critical thinking, problem solving, and decision-making into the retrieval, evaluation and use of information. In this course we seek to develop all the skills that define an information literate individual. An information literate individual is able to:

- * Determine the nature and extent of information needed
- * Access the needed information effectively and efficiently

- * Evaluate information and its sources critically
- * Incorporate selected information into one's knowledge base
- * Use information effectively to accomplish a specific purpose
- * Understand the economic, legal, and social issues surrounding the use of information, and access and use information ethically and legally.

In the course of developing these skills you will learn to use the following tools:

LIAS (Libraries Information Access System)
The CAT (catalog of Penn State Libraries Holdings)
World CAT (union catalog of worldwide libraries)
ILLIAD (the online interlibrary loan system)
Citation formats
Online databases providing access to periodical articles, data, and images

Tentative Schedule

see calendar

Course Requirements

You must activate your Penn State Access Account for this course. The instructor will use only your Penn State email address for all work associated with the course. All work you submit for this course must include your Penn State email address, and your name.

You will need to use a computer with internet access and a printer. You will use word processing software, presentation software, internet access software, a web browser, and email software. If you do not own these materials, you can use campus hardware and software in the library or computer labs. You are responsible for submitting assignments on time; plan ahead and submit your work well in advance of the deadline. Network hardware and software glitches are not acceptable excuses for late work.

Grading Policy

Learning is its own reward; you will get out of the course what you put into it. However, in a university setting, you also receive a grade that reflects the instructor's judgement of your accomplishment. Everyone in this class is capable of earning an A. Indeed, everyone starts out with an A; it is yours to lose. At the end of the course, I will determine if you have retained it by reviewing your performance against these general criteria:

A You earn an A in this course if you fully invest yourself in learning, demonstrate you know how to learn, convey the excitement of what you learn with others in the class, and help the teacher learn something interesting. People who earned an A in the past exhibited the following behaviors: they came to class regularly and on time; they submitted work on time; they participated in discussion taking responsibility for initiating points, providing evidence for opinion, their work met content and presentation requirements, and was largely error free; they were able to convey what they learned in the required formats and in an interesting fashion; they could handle questions and discussion that evidenced not just familiarity, but also expertise and creativity. Because they learned so well, they helped other people, including the teacher, learn.

B You earn a B in this course if you make a commitment to the energy required to learn, learn a lot and can convey with interest what you learn to others in the class. People who earned a B in the past exhibited the following behaviors: they came to class regularly and on time, they submitted work on time; they participated in discussion taking responsibility for initiating points, providing evidence for

opinion, their work met content and presentation requirements, and with only a few errors; they were able to convey what they learned in the required formats and in an interesting fashion, they could handle questions and discussion that evidenced their familiarity with their topics. Levels of demonstrated expertise, creativity, enthusiasm, along with number of errors, separate A and B work.

C You earn a C in this course if you deprive yourself of the joy of learning by doing only the bare minimum required, and have only a perfunctory knowledge to share with others. People who earned a C in the past exhibited the following behaviors: they cut class occasionally, they occasionally came late, they participated in discussion but only in response to a question, they never initiated any interesting ideas; their work was submitted on time, it met content and presentation requirements with several flaws; they were able to convey what they learned to others in the required formats, but not in a very interesting fashion, there was a lot of bull going on.

D You earn a D in this course if you learn very little by grudgingly doing as little as possible, and ending up with little to share with others. People who have earned D grades exhibited the following behaviors: they came to class sporadically, they often came to class late, they did not participate in class discussions, they engaged in distracting behaviors in the classroom, they turned in work late, they did sloppy work that did not meet content or presentation requirements, they showed little pride in their work, they could not present their work effectively in writing, oral presentations, etc.

F You earn an F in this course if you absolutely refuse to learn, by doing little or nothing, or by stealing the work of others. People who have earned F grades in the past exhibited the following behaviors: they failed to come to class, they did not turn in evidence of work, they did not keep appointments, they did not respond to emails, phone calls, etc. Some people who have earned F grades have turned in the work of other people, misrepresenting it as their own. This is plagiarism, use of ideas or words without proper attribution to their author. Such dismal performance is rare, but it happens. Plagiarism or other violations of academic integrity on any assignment result in a zero for that assignment. For full details on University policies regarding academic integrity see the following web site: <http://www.psu.edu/dept/oue/aappm/G-9.html>

Your final grade will be determined by weighing your assigned work as follows:

50% class attendance and participation, prep work before class and follow-up work after class

(each class with pre and post work is worth 50 points, 5% of grade)

50% five assignments

(each worth 100 points, 10% of grade)

Point totals translate into final grades as follows:

A = 930 - 1000 points

A- = 900 - 929

B+ = 870 - 899

B = 830 - 869

B- = 800 - 829

C+ = 770 - 799

C = 730 - 769

C- = 700 - 729

D = 600 - 699

F = 0 - 599

Specific assignments will have guidelines translating these generalities into performance indicators. If at any point in the course, you wonder where you stand, how your performance is being evaluated, talk with the instructor.

Attendance Policy

There are only 10 class meetings in this course; you must attend EVERY class. As noted under grading, each class is worth 50 points. But, "half the battle" is more than just showing up! To earn full value, you are expected to do the prep work before class, and the follow-up work after class, report promptly at 8:30 a.m., remain until class ends, turn off cell phones, listen attentively, treat everyone with respect. You are also expected to stay engaged with the class, participate in discussion, stay on task, avoid checking email, instant messaging, chatting, or other activities not germane to the coursework. Distractions lead to deductions, stay focussed on the course.

Academic Integrity

As noted under grading policy, plagiarism, cheating or other violations of academic integrity on any assignment result in a zero for that assignment. A second offense results in an F for the course. Excerpt from policy 49-20 Academic Integrity: "Definition and expectations: Academic integrity is the pursuit of scholarly activity in an open, honest and responsible manner. Academic integrity is a basic guiding principle for all academic activity at The Pennsylvania State University, and all members of the University community are expected to act in accordance with this principle. Consistent with this expectation, the University's Code of Conduct states that all students should act with personal integrity, respect other students' dignity, rights and property, and help create and maintain an environment in which all can succeed through the fruits of their efforts. Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation or deception. Such acts of dishonesty violate the fundamental ethical principles of the University community and compromise the worth of work completed by others." For full details on University policies regarding academic integrity see the following web site: <http://www.psu.edu/dept/oue/aappm/G-9.html>

Examination Policy

There are no exams in this course. There will be occasional quizzes and worksheets on class prep work.

Disability Access Statement

Note to students with disabilities: In accordance with the American with Disabilities Act of 1990, it is Penn State's policy to provide reasonable academic adjustments for students with documented disabilities. If you have a disability-related need for modifications in this course, contact Sharon Manco, 610-892-1461, 127 Vairo Library, <mailto:sam26@psu.edu>. This notification should occur by the end of the first week of the semester. Students may visit <http://www.equity.psu.edu/ods/> for complete information.

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