LIR 110 Course Syllabus

Course Title: Research Methods in an Online World
Course: Library Information Resources 110 (LIR 110)
Section : 0546
Dates: August 22 through October 14, 2016
Instructor: Jessica Owens
jessica.owens@gcccd.edu - Subject line should begin with "LIR110"
619-644-7751
Office hours by appointment

Time and Place: %100 Online using Blackboard https://gcccd.blackboard.com/
Lecture: 1 Unit
Prerequisite: None
Corequisites: None
Textbook: *The Information Literacy User's Guide*
Written by Deborah Bernnard, Greg Bobish, Jenna Jecker, Irina Holden,
Allison Hosier, Trudi Jacobson, Tor Loney and Daryl Bullis
Edited by Greg Bobish and Trudi Jacobson
Note: This textbook is an open access book created by the State University of
New York. I will be providing you the required readings from this book
throughout the course.

Course Description:
Designed for the student who would like to become an effective online researcher. Students will learn to select and effectively use appropriate research tools - such as subscription databases, online catalogs, search engines, online directories, meta-search engines, subscription databases, and online catalogs - for specific information needs. Students will develop search strategies and express their research questions in relevant search terms. In addition, they will evaluate information and create citations in accordance with style manuals. Ethical issues about information will also be introduced. Familiarity with basic microcomputer operation is strongly recommended.

Contacting the Instructor
Please ask questions via Blackboard post in the open discussion forum section of the course (often your classmates will have the same question that you do). If however you have a question that is specific to yourself or personal in nature, please feel free to email at jessica.owens@gcccd.edu, with LIR110 in the subject line. I will return all messages within 24 hours Monday through Saturday. If I do not respond within 24 hours, assume that I did not receive your email and resend it. I will inform the class if a longer response time may occur. Students are also expected to answer emails from the instructor and your fellow classmates within 24 hours.

Course Objectives:
Upon successful completion of the course students will be able to:

a. Describe how information competency can enhance their academic and personal lives.
b. Identify and effectively use various information search tools, including subscription databases, catalogs, search engines, directories, and meta-search engines.

c. Distinguish appropriate search tools necessary for specific information needs.
d. Construct and implement effective designed search strategies by choosing appropriate search terms, including narrower terms, broader terms, related terms, and synonyms.
e. Create a search strategy using electronic search techniques, such as Boolean logic, phrase searching, field searching, and other methods.
f. Create common citation formats
g. Understand ethical and legal issues about using information.
h. Critically evaluate the source, quality, and relevancy of information.
i. Demonstrate effective research skills.
j. Identify appropriate information sources for specific information need.

Student Learning Outcomes
a. Refine a research topic by broadening or narrowing the subject matter.
b. Develop search strategies in order to locate information effectively.
c. Use online catalogs to locate books.
d. Use electronic databases and the Internet to locate information including periodical articles.
e. Document retrieved information in accordance with established style manuals.
f. Evaluate information resources for their appropriateness for academic research.
g. Compare various libraries to determine which would most likely have the information they are seeking.

Required Computer Skills and Equipment:
You are required to either have or have access to a computer with an Internet connection; high-speed connection is highly recommended. You must have an email account and be familiar with receiving and sending emails that have attached documents. You are also required to have basic keyboarding, internet, and word processing skills.

Many students enjoy the convenience of an online course from their computers at home. If you do not have a home computer with internet access you are encouraged to utilize the computers in the Learning and Technology Resource Center. This includes the **Library** where computers are on a first- come, first-serve basis and the **Technology Mall**. Keep in mind that using these computers takes pre-planning as they are in high demand.

Software requirements include word processing software (do not use Apple's pages) and multimedia software such as **Windows Media Player, Quicktime for Windows** or **Quicktime for Mac**. You will also need the latest version of **Adobe Reader** and **Adobe Flash.** The Library and Tech Mall computers all fill these requirements.

Accommodations for Students with Disabilities
Students with disabilities who may need accommodations in this class are encouraged to notify the instructor and contact Disabled Student Services & Programs (DSP&S) early in the term so that reasonable accommodations may be implemented as soon as possible. Students may contact DSP&S:
> In person in building 60-120
> Phone at (619) 644-7112
> Voice Phone (619) 567-7712 or (858) 561-8975
> Fax (619) 644-7980
> Website: http://grossmont.edu/dsps

Planning Your Time
This is a 1 unit course over **8 weeks**. For every unit, or hour of class time, plan on 3 hours of preparation time, for a total of 4 hours per week to complete course readings, activities, discussions, and assignments. However because this course is half the time of a regular course, you should plan on doubling that time, meaning you should dedicate **8 hours per week to this course**. The course will move very quickly, plan accordingly and do not fall behind.

Attendance Policy
Due to this being a short term class, you will be dropped from the class by the Monday of the second week, **August 29, 2016,** if there has been no online activity. (Think of this as showing up the first day to an in-person class). Because this is an 8 week course, it is important to meet all deadlines in a timely manner. After the first week, keep in mind that inactivity (not participating in discussion or turning in assignments) for more than two weeks will result in you being dropped from this class. If there is an issue within this timeframe, it is your responsibility to communicate any difficulties immediately. No adds will be signed after the Friday of the second week, **September 2, 2016.**

Adding, Dropping, and Withdrawals
It is the student's responsibility to add, drop, or withdraw from classes before the deadlines found in the class schedule (and as seen below). If a student does not drop the course within the time granted in the schedule, he or she will receive a letter grade for the course.

Pass/ No Pass
It is the student's responsibility to apply for pass/ no pass credit for classes they do not want to receive a letter grade in before the deadlines found in the class schedule. It is advised that students consult a counselor regarding any implications to such a decision.

If you need assistance in deciding to drop a class or apply for pass/ no pass, counselors are available for help. Please see the counseling website at
http:///www.grossmont.edu/counseling/faq.asp

Important Dates
All initial discussion board posts are due **Thursday** by 11 pm. This is to help promote conversations between you and your classmates. All discussion responses are due by **Saturday** by 11pm. (Unless otherwise stated).
*Note: Late discussion posts and replies will **NOT** be graded.*

Late Registration and Program Change	August 26
Last Day to Drop Classes Without a "W"	August 26
Last Day to Apply for Refund	August 26
Last Day to Apply for P/NP (CR/NCR)	September 2
Last Day to Drop Class	September 30

* Note: The dates above are correct to the best of my knowledge, but I make no guarantee of their accuracy. It is the student's responsibility to be aware of these dates and to act on them accordingly. Please confirm dates with Admissions or with the Course Schedule should you consider dropping.

Course Repetitions
A student, through a combination of substandard grades (D or F) and withdrawals on their student record, may only take a class three times.

If a student, through a combination of substandard grades (D or F) and withdrawals, wishes to take a class for the fourth time, they must submit a petition to the Admissions and Records Office. Petitions will only be approved based on extenuating circumstances.

Military Withdrawals do not count in terms of repetition restrictions, nor do withdrawals that occur due to fire, flood (Title 5 Sections 55204 and 58509).

Academic Integrity
Cheating or plagiarism (using as one's own ideas, materials, or images of another without acknowledgement or permission) is not allowed. Cheating or plagiarism of any kind will result in a failing grade within the assignment the incident occurred. Three infractions within the class will result in a failing grade. Please refer to the section on Academic Integrity within the College Catalog.

Furthermore, online behavior that impedes the process of instruction or distracts others such that learning is inhibited is not tolerated and will be considered a breach of the Student Code of Conduct and be addressed accordingly

Grading Policy
All assignments will be due on the assigned date. Late work will not be accepted unless you have contacted me before the assignment is due.

Each week will have various assignments to complete. These may include weekly posts to the discussion board, responding to fellow classmates' posts, quizzes, and assignments. Pay careful attention to due dates for various assignments. **I do not accept late assignments** unless I am contacted **prior** to the due date and only in cases of medical or family emergencies. Please make sure you complete assignments before the due date with this in mind. All assignments must be completed by 11:00pm on the assigned due date.

Grades will be based on multiple measures of performance, including:
- Weekly Assignments
- Discussions
- Final Annotated Bibliography

Grading Scale
    A- 90% and above
    B- 89%-80%
    C- 79%-70%
    D- 69%-60%
    F- 59% and below

Class Schedule

Week 1: Introduction and Identifying Your Research Topic
August 22 to August 27
Identify your research need. Develop your research question.
        Reading: Week 1 Lecture
                         Chapter 1: Identify
        Discussion: Introduction (5 Points)
        Quiz: LUCI tutorial and quiz (10 Points)
        Assignment: Develop Topic and Fill out chart (5 Points)

Week 2: Scope & Plan
August 28 to September 3
Think about what you know, develop search strategies and plan out your research.
        Reading: Week 2 Lecture
                         Chapter 2: Scope
                         Chapter 3: Plan
        Quiz: Reading Quiz (10 Points)
        Assignment: Background Research Assignment (10 Points)

Week 3: Databases & Periodicals
September 4 to September 10
Tour of the Grossmont Library Databases.
        Reading: Week 3 Lecture
        Assignment: Find Sources from Databases (20 Points)

Week 4: Library Catalogs
September 11 to September 17
Tour of the Grossmont Library Catalog. Explore other library catalogs
        Reading: Week 4 Lecture
        Discussion: (5 Extra Credit Points)
        Assignment: Find Sources from the Catalog (20 Points)

Week 5: Internet Searches & Other Sources
September 18 to September
24
Finding "Other" Sources
        Reading: Week 5 Lecture
                         Chapter 4: Gather
        Discussion: TED talk Discussion (5 Points)
        Quiz :   Reading (5 Points)
        Assignment: Find Other Sources (10 Points)

Week 6: Evaluating Sources
September 25 to October 1
Evaluating Sources with the CRAAP Test
        Reading: Week 6 Lecture
                      Chapter 5: Evaluate
        Quiz: Reading Quiz (5 Points)
        Assignment: Apply CRAAP test (15 Points)

Week 7: Academic Integrity
October 2 to October 8
Discussion of Plagiarism and various citation styles
        Reading: Week 7 Lecture
                      Chapter 6: Manage
        Quiz: Reading Quiz (5 Points)
        Assignment: Citation (15 Points)

Week 8: Final
October 9 to October 14
Time to pull everything together
        Reading: Week 8 Lecture
        Discussion: (5 Extra Credit Points)
        Final Assignment: Annotated Bibliography (100 Points)

**********FINAL ASSIGNMENT MUST BE COMPLETED BY FRIDAY, October 14, 2016*********