

# Introduction to Information Resources

## IDS4930 | 1 credit

### Spring 2013

**Instructor:** Missy Clapp | [shoop@ufl.edu](mailto:shoop@ufl.edu) | 352.273.2624 | 542 Library West

**Office hours:** MW 9 a.m. to noon or contact via email

**Course website:** <http://lss.at.ufl.edu>

#### Course communications

Email is the best way to communicate with the instructor. Please include "IDS4930" in the subject heading. Please also email ONLY from your Gatorlink email as external email hosts may be filtered into UF's spam protection.

#### Course texts

No course textbook. Readings will be assigned as needed and will be found either through Open Access or through library access (I recommend downloading UF's VPN: [www.uflib.ufl.edu/ufproxy.html](http://www.uflib.ufl.edu/ufproxy.html)).

#### Course requirements

A computer with audio capabilities including speakers and microphone.

Internet.

Word or Pages or other word processing software.

There are no course prerequisites to IDS4930.

#### Course overview/Purpose of the course

IDS 4930 Introduction to Information Resources is a one-credit course in which you learn how to conduct solid, reliable library research that will help you in every class you take at UF. You will learn the critical thinking skills needed to find, evaluate, and use relevant scholarly resources in a variety of disciplines. This dynamic, hands-on course will engage you with creative thinking and media production tools as you explore the social responsibilities of using information in the digital age.

#### Course Objectives

By the end of this course, students will be able to:

Determine the nature and extent of the information needed

- Understand what it means to be "information literate"
- Perform the research process

Access needed information effectively and efficiently

- Locate library resources
- Build search strategies and use keywords
- Navigate research databases

Evaluate information and its sources and incorporate selected information into existing knowledge bases and value systems

- Debate information ethics
- Evaluate sources critically

Use information to accomplish a specific purpose

- Cite sources appropriately
- Write literature reviews and abstracts
- Communicate research

Understand the economic, legal, and social issues surrounding the use of information

- Understand plagiarism and copyright
- Use non-textual information resources
- Understand participation in information as choice

### **Instructional methods**

- Homework assignments and literacy labs will consist of a variety of instructions, file formats, and tasks. Follow the instructions carefully found within each module. Assignments should be submitted via the course website.
- The Midterm Exam will consist of up to ten questions that will require you to use skills acquired in the course in order to come up with the correct answer. The time limit will be one hour.

### **COURSE POLICIES**

*ATTENDANCE* Attendance is not graded as class meets asynchronously.

*LATE ASSIGNMENTS* There will be no late assignments or make-up exams without a University-approved excuse.

*ASSIGNMENT SUBMISSION* Unless otherwise indicated, assignments should be submitted through the course website by 11:55PM on the due date. Do not wait until the last minute to turn in an assignment because of the possibility of technical difficulties.

### **UF POLICIES**

*ACCOMMODATIONS* University Policy on Accommodating Students with Disabilities: Students requesting accommodation for disabilities must first register with the Dean of Students Office (<http://www.dso.ufl.edu/drc/>). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive; therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

*ACADEMIC HONOR CODE* Students are expected to uphold the Academic Honor Code published in the Undergraduate Catalog (<http://www.registrar.ufl.edu/catalog/policies/students.html>). Please become familiar with the policies of the Honor Code (<http://www.dso.ufl.edu/sccr/honorcodes/honorcode.php>) as all violations will be reported to the Dean of Students Office. Research misconduct, such as plagiarism or cheating, will result in an automatic failing grade for the assignment.

*NETIQUETTE* All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions, and chats. All members are expected to follow these guidelines: <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>.

## Getting Help

For issues with technical difficulties for E-learning in Sakai, please contact the UF Help Desk at:

- [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu)
- (352) 392-HELP - select option 2
- <https://lss.at.ufl.edu/help.shtml>

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Other resources are available at <http://www.distance.ufl.edu/getting-help> for:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Should you have any complaints with your experience in this course please visit <http://www.distance.ufl.edu/student-complaints> to submit a complaint.

## COURSE GRADING

### Assignment Percentages

Midterm exam = 20%

Literacy Labs/homework = 40%

Annotated bibliography = 40%

### Final Grades

94-100%	A
90-93%	A-
87-89%	B+
83-86%	B
80-82%	B-
77-79%	C+
73-76%	C
70-72%	C-
67-69%	D+
63-66%	D
60-62%	D-
< 60%	E

**Weekly schedule:**

	Topic	Have prepared before class:	Literacy Lab/assignment due Friday:
Week 1 Unit 1: Determining the nature and extent of the information needed	Introduction to information literacy	"Introduction" to <i>The Filter Bubble</i> by Eli Pariser on Google Books (free preview)	"What's in your bag?" and homework #1: Screencast of NYT search.
Week 2	Fundamentals of scholarly research		
Week 3 Unit 2: Accessing needed info effectively and efficiently	Accessing information: beginnings		"Research Map"
Week 4	Organization of information		"Library Landscape"
Week 5	Accessing information: subject-specific resources		"Found in Translation"
Week 6	Accessing Information: the internet	"Is Google Making Us Stupid?" by Nicholas Carr, <i>The Atlantic</i>	
Week 7 Unit 3: Evaluating Info and its Sources Critically	Critical & ethical perspectives on information		"Case in Point"
Week 8	Evaluating information		Homework #2: "Evaluation of Information"

			and Midterm exam.
Week 9 Unit 4: Using Info Effectively to Accomplish a Specific Purpose	Managing your information		Create a Refworks folder for your Annotated Bib+ project. Watch the tutorials in the help menu.
Week 10	Prioritizing resources for information needs		"Shoulders of Giants"
Week 11	Using resources productively	"Annotated Bibliographies" by the Purdue Online Writing Lab: <a href="http://owl.english.purdue.edu/owl/resource/614/1/">http://owl.english.purdue.edu/owl/resource/614/1/</a> and "Annotated Bibliography Example" <a href="http://owl.english.purdue.edu/owl/resource/614/02/">http://owl.english.purdue.edu/owl/resource/614/02/</a>	Annotated Bibliography
Week 12 Unit 5: Economic, Legal, and Social Issues of Using Information	Scholarly communication	Watch "Go Open Access" 1, 2, & 3 on YouTube: <a href="http://goo.gl/wl764">http://goo.gl/wl764</a>	
Week 13	Legal issues in the digital age	Chapter 5 "Why Heather Can Write: Media Literacy and the Harry Potter Wars" in Henry Jenkins' book <i>Convergence Culture</i> , 2006. The e-book is available through the UF Libraries. <i>Warning: do not procrastinate with this reading because of limited access to the e-book! You may select the pdf version of the chapter and save it to your computer.</i>	"Memes and Themes"
Week 14	Non-textual information		"Creative Commons Images"
Week 15	Digital citizenship	Chapter 6 "Photoshop for Democracy" in Henry Jenkins' book <i>Convergence Culture</i> , 2006. The e-book is available through the UF Libraries. <i>Warning: do not procrastinate with this reading because of limited access to the e-book! You may select the pdf version of the chapter and save it to</i>	

		<i>your computer.</i>	
Week 16	Reflection and wrap-up		
Final			Annotated Bib+ due during finals week

This syllabus and the weekly schedule are subject to change.