

## Library Science 103 Syllabus

### **CONTACT INFORMATION:**

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### **THE COURSE:**

Welcome to Library Science 103, Information Literacy: Search Strategies, Tools, and Resources. This course offers search strategies for INTERNET, eBooks, and DataBase searching. Since this is a short term class, students are required to log in min. of three times each week. Each week students are required to read the module, do assignments and participate in the class discussion forum.

### **GRADING POLICY:**

Overall assessment for this course is based on:

Class participation 25% (100 points)  
Assignments/Quizzes 25% (100 points)  
Class Research Paper Project 25% (100 points)  
Final Exam 25% (100 points)  
Extra Credit (max. 35 points) - Extra Credit will only apply when both Class Project and Final Exam are turned in on time.

### **COURSE OBJECTIVES:**

Learn search strategies with the latest research tools that will enable the searcher to access information from resources in print and electronic format in research library.

### **CONTENT KNOWLEDGE & SKILLS:**

Formulate a research question  
Determine the information requirements needed to answer the research question.  
Understand the eight basic concepts of online searching that can be applied to any online catalog, database, or search engine.  
Become familiar with standard sources available in print and electronic format.  
Identify the appropriate sources and search strategies needed to find information.  
Evaluate the information found.  
Format bibliographies and references according to selected bibliographic citation style.

## COURSE CONTENT:

- Information Competency
- Copyright and Plagiarism
- Research paper organization & development
- Working bibliography and evaluating printed sources
- Note-taking strategies
- Outlining
- Bibliographic citation styles for electronic and print sources
- How to read the parts of a book
- Documentation Styles: MLA, APA, Turabian & Chicago
- Search strategy & Boolean logic
- Subject searching: Controlled vocabulary lists – LCSH (Library of Congress Subject Headings)
- Classification systems
- Library catalogs: from print to online
- West LA College SIRSI Online catalog - Search Strategies (Subject versus Keyword search;how to read an online catalog screen)
- Bibliographic Sources, Bibliographies & Webliographies
- Periodical literature and indexes (e.g. ProQuest, Lexis/Nexis)
- Abstracts & Citation indexes
- Internet: brief history, browsers, directories, search engines & meta-search engines
- Internet search strategies
- Evaluation of INTERNET resources
- Printed and Electronic format of the following resources: Encyclopedias: general & subject; Dictionaries: general & special, Biographical sources, Literature in collections, book reviews, and literary criticism, Geographical sources: maps, atlases, gazetteers, and travel guides, Government publications & information sources, Statistical sources, Almanacs, Chronologies, Yearbooks, Handbooks, and Directories
- Library & Computer vocabulary.