ULIB 101: Introduction to Library Research

ULIB 101 Course Outcomes
At the end of the course, students will:

• Recognize that authoritative content may be packaged formally or informally and may include sources of all media types;
• Assess the fit between an information product’s creation process and a particular information need;
• Develop, in their own creation processes, an understanding that their choices impact the purposes for which the information product will be used and the message it conveys.
• Recognize that all information, personal and published, has ethical and economic value which affects its production and dissemination.

Instructional Format
This course will be taught entirely asynchronously online using a modified flipped classroom model. You will be assigned homework, take quizzes, and complete activities. Your final project will be researching and creating an Infographic about a topic of interest to you. All of the coursework will be focused on finding information to create this Infographic and then reflect upon its creation.

Course Policies
Attendance:
You are expected to login and interact with this course every day. The WVU eCampus technology makes it possible for your instructor to track where and how often you visit portions of the course site.

Time:
In keeping with West Virginia University requirements for a two-credit hour course that meets for 3 weeks, this class requires at least 12 hours of work a week. Because of the compressed nature of this course, class assignments will be due almost every day, including on weekends. The instructor will respond to your assignments or questions within 18 hours.

Deadlines:
This class will have daily deadlines. Please check each module for exact days and times. Because the online and accelerated nature of the class allows you quite a bit of flexibility, the deadlines are absolute.

However, if you ever have a problem with an assignment, email your instructor ahead of the deadline. Accommodations may be made before a deadline, but not after. Please look ahead and make sure that you keep yourself current with the upcoming projects and assignments.
Course Materials & Technology
Textbook:
This class does not require any textbooks. Reading materials are available within eCampus.

eCampus:
This course assumes that you are comfortable performing basic tasks within eCampus, such as sending attachments, taking quizzes, and posting to course discussion boards. The WVU Information Technology Services (ITS) has an excellent help page for students: [http://ecampusinfo.wvu.edu/student-ecampus-faq](http://ecampusinfo.wvu.edu/student-ecampus-faq).

Email:
Your instructor will communicate with you only through WVU eCampus or your MIX account; therefore, please check WVU eCampus and MIX frequently.

Technology:
Your final assignment for the class requires you to create an infographic. Design your Infographic using Microsoft PowerPoint, which has infographic templates (select File > New > Infographics) or use Canva [https://www.canva.com/](https://www.canva.com/) as it is free and user-friendly.

Course Structure
This course has been organized into modules. Each module contains three steps.

Step 1– Homework:
You will read short selections or watch videos related to the content for that module.

Step 2– Quiz:
You will then take a timed multiple-choice quiz on the assigned readings or videos. You will need to complete the quiz to open the module. You can take the quiz twice. and the highest grade will be recorded.

Step 3– Exercises and Activities:
You will then use what you learned from the homework to complete exercises and activities. These activities will be used to complete your Infographic.

Assignment Descriptions
More detailed descriptions will be found in the course modules.

Quizzes
For each module, you will take a multiple-choice quiz. The quiz is to test your comprehension of the homework and to help you retain information from the homework. You will get two chances to take the quiz; your highest score will be the one recorded.

**Exercises:**
For each module, you will complete activities to demonstrate your ability to apply the information from that day’s homework. These assignments will be used later to complete the Infographic.

**Infographic:**
For your final assignment, you will create an infographic explaining a topic to a novice learner. Information from your research will be used to create the Infographic.

**Reflection Memo**
For your final assignment, you will write a memo to your instructor reflecting on your research process.

**Plagiarism Avoidance Tutorial**
You will take an online tutorial about avoiding plagiarism.

**Note on Assignment Submission**
You must submit work in the correct way and on time for it to be accepted. Carefully read the instructions in the module for each assignment. Instructors can refuse to accept assignments not submitted through eCampus or through the required method.

**Assignments & Percentage of Final Grade:**
- Quizzes: 20%
- Daily Exercises: 20%
- Infographic: 30%
- Reflection Memo: 25%
- Plagiarism Avoidance Tutorial: 5%

**Grade Determination:**
- 100-90% = A
- 89-80% = B
- 79-70% = C
- 69-60% = D
- 0-59% = F
Course Etiquette & Netiquette

Email / eCampus Access
Please do not share any account information / login (WVU eCampus or otherwise) that you use for this class with anyone else. Because of the online nature of the course, instructors will assume that anything that comes to them from your account is from you; therefore, you are responsible for everything they receive from you. Any work and/or messages submitted not written by you can constitute academic dishonesty for this class.

Student Etiquette
Please contribute to an environment conducive to the learning of all students. This contribution includes, but is not limited to:

• Respecting the opinions of others
• Being prepared to participate actively, especially in group work.
• Taking responsibility for your learning and progress in the course.

Help and Tips for Success

Read / View the Modules Before You Do the Assignments
A schedule of required activities is listed in the Modules. Please read or view the course materials before you attempt the assignments; you will understand them more fully and be more successful. If you have any questions, you can email them to your instructor.

Plan Ahead
Schedule your time so that you can get your work in before the deadline. Ask questions when you are unclear about what is expected of you. If you have questions about the modules, you can post to the Questions Discussion Board or email your instructor.

Academic or Technical Help
If you have any technical questions, please visit the ITS Help Desk or give them a call: 304-293-4444; Toll Free: 1-877-327-9260; or email ITSHelp@mail.wvu.edu.
If you need academic help, visit the Academic Resource Center page to check for tutors and workshops.

Scholastic Honesty and Plagiarism
The WVU community assumes your honesty. So we’re clear on what is considered cheating and plagiarism, check Academic Integrity for Students. More details can be found at WVU’s Student Campus Code.

Plagiarism:
Material that has been knowingly obtained or copied in whole or in part, from the work of others. . ., including (but not limited to) another individual’s academic composition.

**Cheating**
Doing academic work for another student or providing one’s own work for another student to copy and submit as his/her own. Scholastic dishonesty involves misrepresenting as your own work any part of work done by another; submitting the same paper or substantially similar papers to meet the requirements of more than one course without the written approval and consent of all instructors concerned; depriving another student of necessary course materials; interfering with another student’s work.

Plagiarism and cheating are serious offenses. If you have any questions about when and how to avoid unintentional plagiarism, please contact your instructor.

**Social Justice:**
The West Virginia University community is committed to creating and fostering a positive learning and working environment based on open communication, mutual respect, and inclusion.
If you are a person with a disability and anticipate needing any type of accommodation in order to participate in this class, please advise me and make appropriate arrangements with the Office of Accessibility Services (293-6700). For more information on West Virginia University’s Diversity, Equity, and Inclusion initiatives, please see: [https://diversity.wvu.edu](https://diversity.wvu.edu).

**Mental Health:**
College students commonly experience issues that may interfere with academic success. Stress, sleep problems, relationship and social concerns, adjustment to college, financial problems, family issues, discrimination, or anxiety and depression all affect one’s ability to remember, learn, and perform. If you or a friend is struggling, we strongly encourage you to seek support. Supportive resources are available on campus, and most are at no-charge. The Carruth Center for Psychological and Psychiatric Services (CCPPS) offers consultations, short-term individual therapy, group therapy, and various mental health-related workshops. Virtual and in-person (outside of pandemic situations) services are available. Crisis services are also available 24/7/365.

Please call (304) 293-4431 to schedule an appointment or speak to a professional for help in a crisis. For more mental health resources and information, visit the CCPPS website at: [https://carruth.wvu.edu/](https://carruth.wvu.edu/)
Crisis services are also available through text: Text WVU to 741741 for support 24/7 from a trained Crisis Counselor.