

ULIB 101: Introduction to Library Research

Course Information and Syllabus: May 2023

Office Hour: As requested by students

ULIB 101 Course Outcomes

At the end of the course, students will be able to:

- Recognize that authoritative information may be packaged formally or informally and may include sources of all media types;
- Evaluate the fit between an information product's creation process and a particular information need;
- Create an information product that reflects their analysis of an audience's information needs and their evaluation of appropriate and credible information for that audience.
- 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 University requirements for a **two-credit hour** course that meets for **3 weeks**, this class requires at least **12 hours of work a week** in addition to the time spent viewing or reading materials in the modules. Because of the compressed nature of this course, class sessions will occur 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. No late work will be accepted unless approved by your instructor in advance.

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-faqs>.

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/> 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.

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. Always check rubrics before doing an assignment for an optimal grade. Watch this short video about how to check rubrics and look at instructors' grading and comments in rubrics.

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%

Weekly 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 Schedule

Plagiarism Avoidance Tutorial Due Wednesday, May 24 Orientation & Module 1 work due Tuesday, May 9	HOMEWORK FOR QUIZ 1	ASSIGNMENTS DUE
	Watch: <ul style="list-style-type: none">• Prezi about navigating the class; submitting assignments; checking grades• Overview of eCampus video• Accessing and Understanding Rubrics Video Read:	Post Introduction Post Interest Chart WVU Plagiarism Avoidance Tutorial due by May 24

	<ul style="list-style-type: none"> • Course Syllabus & Schedule • “For a satisfied life, become a god of small things” 	
Module 2 work due Wednesday, May 10	HOMEWORK FOR QUIZ 2	ASSIGNMENTS DUE
	Watch: <ul style="list-style-type: none"> • Using Concept Maps • How to Create a Concept Map Read: <ul style="list-style-type: none"> • What is Micro-Learning? • Guidelines to Micro-Learning Handout (attachment) 	Post Concept Map Post Brainstorm topics for infographic
Module 3 work due Thursday, May 11	HOMEWORK FOR QUIZ 3	ASSIGNMENTS DUE
	Watch <ul style="list-style-type: none"> • Bias • Fact vs. Opinion • How to Identify Fact vs. Opinion in Writing & Research 	Test on Fact vs. Opinion Internet Source Evaluation (Fact vs. Opinion) worksheet
Module 4 work due Friday, May 12	HOMEWORK FOR QUIZ 4	ASSIGNMENT DUE
	Watch Online Verification Skills, Part I and Part II	Think Like a Fact-Checker worksheet
Module 5 work due Monday, May 15	HOMEWORK FOR QUIZ 5	ASSIGNMENT DUE
	Read: “Evaluating Wikipedia: Tracing the evolution and evaluating the quality of articles” Watch: Anatomy of a Wikipedia Article	Using Wikipedia Effectively worksheet
Module 6 work	HOMEWORK FOR QUIZ 6	ASSIGNMENT DUE

due Tuesday, May 16	Watch: <ul style="list-style-type: none"> • What Are Library Databases • Search Tips – Part 1 	Keywords and Databases worksheet
Module 7 work due Wednesday, May 17	HOMEWORK FOR Module 7 – No Quiz Watch: <ul style="list-style-type: none"> • Using Statista • Using ProQuest Central • Lesser-Known EBSCOhost Databases 	ASSIGNMENT DUE Specialized Databases worksheet
Module 8 work due Thursday, May 18	HOMEWORK FOR QUIZ 8 Watch: How to Create an Infographic - Part 1: What Makes a Good Infographic?	ASSIGNMENT DUE Post a draft of your infographic
Module 9 work due Saturday, May 20	HOMEWORK FOR MODULE 9 – No Quiz Read: “Guidelines for Students – Peer Review”	ASSIGNMENTS DUE Post a peer review of your partners’ draft infographics
Reflection Journal on Peer Review and Module 10 work due Monday, May 22	HOMEWORK FOR QUIZ 10 Journal reflection will count as a quiz grade Read: What is fair use from Stanford University Libraries Watch: Copyright: Forever Less One Day	ASSIGNMENT DUE Post a reflection to the journal: counts as a quiz Post discussion about a Fair Use case
Module 11 Work due Tuesday, May 23	HOMEWORK FOR QUIZ 11 Watch the Creative Commons Kiwi video: <ul style="list-style-type: none"> • "Creative Commons Kiwi" Or read: <ul style="list-style-type: none"> • "Creative Commons Licenses: How to Choose the Best CC License" Additional Resource: <ul style="list-style-type: none"> • "About CC Licenses" Review the different CC license types at https://creativecommons.org/share-your-work/	ASSIGNMENT DUE Creative Commons worksheet Assign a CC license to your infographic

Module 12 work due Wednesday, May 24	HOMEWORK FOR MODULE 12 – No Quiz	ASSIGNMENTS DUE
	Complete WVU Plagiarism Avoidance Tutorial Review: <ul style="list-style-type: none"> • WVU Libraries' APA Guide: https://libguides.wvu.edu/apa • CiteFast: http://www.citefast.com • Sample Infographics to see how they cited sources in the Infographic 	Post draft citations for your infographic
Module 13 Final Projects due Friday, May 26	NO QUIZ 13	ASSIGNMENTS DUE
		Submit your Infographic and Reflection Memo

Course Flow Chart

ULIB 101 Introduction to Library Research Flow Chart



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 - Did You Know?](#) 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. Clear cases can result in an F for the course and appropriate academic discipline. If you have any questions about when and how to avoid unintentional plagiarism, please contact me.

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>.

Veteran and Active-duty Military Help:

If you are a veteran or active-duty military, you may contact the WVU Center for Veteran, Military and Family Programs at veterans.wvu.edu, by phone: 304-293-8825, or by email: veterans@mail.wvu.edu.

If you need more time with a specific assignment due to deployment or other military-related duties, please let your instructor know as soon as you can. We are happy to give extended time for those obligations.

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/> Crisis services are also available through text: Text WVU to 741741 for support 24/7 from a trained Crisis Counselor.