

Library 10-Information Research Cabrillo College—Fall 2017

Instructor: Jody Alexander

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Reference Desk Phone: 479.6163

Reference Desk Hours: Tues: 10:30-4:00 and Thurs: 2:30-8:00



Library 10 is designed to be taken with **English 1A**. It is a self-paced, handbook-based class that will help you develop your research skills and learn to find and evaluate different sources of information.

- Self-paced means that YOU are responsible for keeping track of due dates and asking for help.
- The skills you learn will help in all your classes, especially if you find sources you can actually use!
- Start your handbook and modules early and your English research paper will be easier later!

<u>Important Dates</u>	
A S A P	-Purchase the Library 10 handbook at the College Bookstore -Get a library card at Library Circulation. -Create your Canvas account (https://student-accounts.cabrillo.edu/)
ASAP	-Begin reading Library 10 handbook . This does not need to be turned in. -Begin work on Canvas Modules
September 11th	-Complete Chapters/Modules/Quizzes 1 & 2
September 18th	-Complete Chapters/Modules/Quizzes 3 & 4
October 2nd	-Complete Chapter/Module/Quiz 5 and Assignment 1
October 9th	-Complete Chapter/Module/Quiz 6
October 16th	-Complete Chapters/Modules/Quizzes 7 & 8
October 23rd	-Complete Chapters/Modules/Quizzes 9 & 10
November 6th	-Complete Assignment 2
December 4th – 11th	-Take Final Exam on Canvas (at home or in library)

Students must treat each other & their instructors with respect. Any students behaving or communicating in a rude or disrespectful manner will be reported to the Dean of Student Services.

Grading

There are 300 points possible in the class

A=270-300; B=240-269; C=210-239; D=180-209; F=179 or below

No work accepted after the due dates.

My grading rubric is attached to this document.

Do your own work! If you must work with a partner do not turn in identical choices for book, article and web citations - I can't tell the difference between copying and collaboration.

Accommodations for Disabilities

Accommodations for Disabilities: All students needing accommodations should inform the instructor ASAP. Veterans may qualify for accommodations. Wounded Warriors may have acquired injuries which through the American with Disabilities Act (ADA) entitles the use of accommodations to ensure equal opportunity for students with verified disabilities. To determine if you qualify or need assistance with an accommodation, please contact Accessibility Support Center (formerly DSPS), Room 1073, 479-6379, or the Learning Skills Program, Room 1073, 479-6220.

Questions? Ask a Librarian! 479-6163

Other Things You Should Do:

- Get a library card. This allows you to do much of your work outside the library if you have internet access
- Go to the reference desk in the library and ask ANY librarian if you have questions
- Contact me if you are experiencing any problems

Grading Rubric for Library 10 Assessment and Works Cited Assignment - J. Alexander

A-level work:

- Directions are followed and correct answers are given for all or nearly all of the assignments
- Quality sources are selected for all or nearly all of the assignments
- All or nearly all of the components for MLA format citations are included and are in the correct order with proper punctuation

B-level work:

- Directions are followed and correct answers are given for most of the assignments
- Quality sources are selected for most of the assignments
- Most of the components for MLA format citations are included and are in the correct order with proper punctuation

C-level work:

- Directions are followed and correct answers are given for some of the assignments
- Quality sources are selected for some of the assignments
- Some of the components for MLA format citations are included and are in the correct order with proper punctuation

D-level work:

- Directions are followed and correct answers are given for only a few of the assignments
- Quality sources are selected for only a few of the assignments
- Only a few of the components for MLA format citations are included and are often in the incorrect order and without proper punctuation

F-level work:

- Directions are not followed and incorrect answers are given for most of the assignments
- Sources are not selected for most of the assignments
- Only a few of the components for MLA format citations are included and are in the incorrect order and without proper punctuation