

## Library 10: Information Research

Cabrillo College – Fall 2017



**Instructor:** Debra Roussopoulos

**Email:** derouss@cabrillo.edu

**Library Reference desk:** 479-6163

**My Reference desk hours:**

Mon. 2:30-8pm

Tues. & Wed. 2:30 – 5pm

**Library 10 sections:**

98791, 98794, 98795,

98796

### Course description:

Library 10 builds skills for review and analysis of information sources: online catalogs, full-text periodical databases, Internet sites, library books and other materials.

You will apply the process of access, evaluation, and synthesis to selecting and interpreting quality information sources for the construction of citations and works cited lists. You will learn about Internet ethics and privacy, and how to participate in online communities of learning.

**Library 10 is an online class.** *You are responsible for submitting work on time and asking for help.* The course is structured around: a) readings from the Library 10 Handbook and b) quizzes, assignments and a final exam available in the Canvas Online Learning System.

### Student Learning Outcomes:

- Synthesize and apply evaluative techniques to select quality information sources from a variety of resources.
- Construct a works cited list using the Modern Language Association (MLA) standard.

### Complete the following by the due dates:

<b>ASAP – First week of the session</b>	<ul style="list-style-type: none"> <li>• Get a library card (free) at the Cabrillo Library or Watsonville ILC, or request one online at the Library website. Tip: the quickest way to receive a library card is in person.</li> <li>• Activate your Canvas account at: <a href="https://student-accounts.cabrillo.edu">https://student-accounts.cabrillo.edu</a></li> <li>• Read Syllabus</li> <li>• Login and explore our course site on Canvas: <a href="https://cabrillo.instructure.com/">https://cabrillo.instructure.com/</a></li> </ul>
<b>Sept. 11</b>	• Chapters, Modules & Quizzes 1 & 2
<b>Sept. 18</b>	• Chapters, Modules & Quizzes 3 & 4
<b>Oct. 2</b>	• Chapter, Module & Quiz 5 and Assignment 1
<b>Oct. 9</b>	• Chapter, Module & Quiz 6
<b>Oct. 16</b>	• Chapters, Modules & Quizzes 7 & 8
<b>Oct. 23</b>	• Chapters, Modules & Quizzes 9 & 10
<b>Nov. 6</b>	• Assignment 2
<b>Dec. 4 - 11</b>	• Submit Final Exam

### Grading

Quizzes: 100 points	A = 270-300
Assignments: 100 points	B = 240-269
Final exam: 100 points	C = 210-239
Total: 300 points	D = 180-209
	F = less than 180

### Academic Dishonesty:

Plagiarism and cheating are serious offenses and will not be tolerated. Do your own work!

*“Plagiarism is the conscious or inadvertent failure to identify the contributions of others. It occurs when someone borrows any part of another's work and submits it as his or her own work without crediting its author. A failure to credit others may result in one or more of the following: the student **receiving a failing grade on the assignment, a failing grade for the course, or suspension from the college.** Students are expected to know how to credit sources, how to quote and paraphrase, and how to avoid plagiarizing the work of others. If you are unsure, ask your instructor for assistance before you submit your work for credit” (Cabrillo Catalog).*

### Course Conduct:

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

### Accommodations for Disabilities:

All students needing accommodations should inform the instructor as soon as possible. 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 the Accessibility Support Center (formerly DSPS), Room 1065-1074, 479-6379.

## Frequently Asked Questions

### ***Are there any required materials for the class?***

- Text: **Library 10 Handbook**. Available from the college bookstore. Also available for loan at the library Reference desk for in-library use.
- You will need a free **Cabrillo Library Card** for off-campus access to the library databases.
- You must use **Canvas** to participate in this course. You will need a **computer with Internet access**. Note: Computers are available for students to use on campus, at the Cabrillo Library, the Hub, the Computer Technology Center (Bldg. 1400), and Watsonville ILC.

### ***Where and when does the class meet on campus?***

- You do not have to come to campus to complete the course. All course work will be done online.

### ***How much time should I be spending on this class?***

- You should be prepared to spend approximately 9 hours per week on the course material.

### ***How do I submit Quizzes and Assignments?***

- These must be submitted online, via our Canvas site. See links for Canvas help videos below.
- **Quizzes & Final Exam** are OPEN BOOK. Use the L10 handbook index to find your answers.
- Quizzes are untimed, but only 1 attempt is allowed. Final is timed (2 hrs.) If you get locked out or have technical difficulties please email me and I can help you.
- Both **Assignments** are documents that must be uploaded to Canvas as attachments.

### ***Can I submit work early?***

- Yes! Everything is available except the final exam. Check the opening date on the module page.

### ***How will I be graded?***

- You will receive a letter grade unless you email me ASAP to receive Pass/No Pass.

### ***How do I get help or ask questions?***

- Email me directly or visit or call the Library Reference Desk and ask a librarian if you have questions.

### ***Can I drop Library 10? What happens if I drop English 1A?***

- Since L10 & English 1A are co-requisites, dropping one class will prompt a drop of the other class.

### ***I've never used Canvas. What should I do?***

- Canvas Student Overview: <https://community.canvaslms.com/videos/1124>
- Canvas Student Guide: <https://community.canvaslms.com/docs/DOC-4121>
- Cabrillo Distance Learning Help Desk: 831-479-5030, [tlc@cabrillo.edu](mailto:tlc@cabrillo.edu)