

## LIBRARY 10-Information Research

### Cabrillo College-Fall 2017

#### Sections:

LIBR 10-98766 McGuire  
 LIBR 10-98767 Chaffin  
 LIBR 10-98770 Martin  
 LIBR 10-98788 Sheftman

#### Watsonville

LIBR 10-98776 McCallum  
 LIBR 10-98798 Bass

**Instructor** Betsy Vaca

**Email** [BeVaca@cabrillo.edu](mailto:BeVaca@cabrillo.edu)

Watsonville Office 831.479.4755

Aptos Reference Desk 831.479.6163

Reference Desk/Office Hours

Tuesday 8:30-1:30 (Wats ILC)

Thursday 10:30-11:30 (Aptos Campus)

Friday 9:00-1:00 (Aptos Campus)



#### Course Description:

Library 10 is designed to build life-long techniques for review and analysis of information sources including online catalogues, full-text periodical and newspaper databases, and websites, as well as library books and materials. You will apply the process of evaluation and synthesis and construct a works cited lists. You will learn about internet ethics and privacy and how to participate in online communities of learning.

Library 10 is a self-paced class, which means that you are responsible for keeping up with the content, meeting, and due dates. **You are responsible for submitting work on time and asking for help.** The course is structured around required reading in the Library 10 Handbook, quizzes, discussions, assignments, and a final exam in the Canvas.

#### Student Learning Outcomes

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

#### Important Due Dates

ASAP/First two weeks of the semester	<ul style="list-style-type: none"> <li>• Get a library card from the Cabrillo Library or Watsonville ILC, or request one online at the library website.</li> <li>• Activate your Canvas account at <a href="https://student-accounts.cabrillo.edu/">https://student-accounts.cabrillo.edu/</a></li> <li>• Login and explore our site on Canvas: <a href="https://cabrillo.instructure.com/">https://cabrillo.instructure.com/</a></li> </ul>
September 11	• Submit quizzes 1-2, discussion 1 due
September 18	• Submit quizzes 3-4
October 2	• Submit quiz 5 & Assignment 1
October 9	• Submit quiz 6, discussion 2 due
October 16	• Submit quizzes 7-8
October 23	• Submit quizzes 9-10
November 16	• Submit Assignment 2
December 4-11	• Submit Final Exam and course survey

## Grading

Quizzes:	90	A=270-300
Discussions:	10	B=239-269
Assignment 1:	30	C=210-238
Assignment 2:	70	D=180-209
Final:	100	F= less than 180
Total:	300	

## 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).

## 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 Accessibility Support Center, Room 1073, 479-6379, or the Learning Skills Program, Room 1073, 479-6220

## Frequently Asked Questions

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

- 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: If needed, computers with Internet access are available for students to use on campus, for free, at the Cabrillo Library, Watsonville ILC and CTC, and at the Computer Technology Center (Bldg. 1400).

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

- You do not have to come to campus or the Library to meet with me. All course work will be done online.

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

- As stated in the schedule of classes, the time commitment for this course is 3 hrs. 5 min. per week. To do well in the class, expect to spend an average of 3 hours per week on the course material.

### ***What are the "Quizzes," "Discussions," and "Assignments"?***

- Quizzes are untimed, but only 1 attempt is allowed, so take your time.
- Discussions are opportunities to interact with your fellow students and instructor about current events that are directly related to subjects covered in Library 10.
- Assignment 1 is a demonstration of your evaluation skills; assignment 2 is a works cited list that you will construct based upon a subject of your choosing. Both assignments are documents that must be uploaded to Canvas as attachments.

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

- Yes. All lessons, quizzes, discussions, and assignments are available for you to complete from the very first day of class. Exception: You must wait to take the Final Exam (available starting December 4).

### ***Can I submit work late?***

- All quizzes and discussions will not be marked down as long as they are turned in by the last day of the final exam (December 11).
- **All assignments must be submitted on or before the due date.** If not discussed with me earlier, any assignments submitted after the due date will result in a 0 grade for that assignment.

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

- Email me ([bevaca@cabrillo.edu](mailto:bevaca@cabrillo.edu)), visit me in the ILC on Tuesdays or at the Library Reference Desk Thursdays or Fridays (see specific times above). You may also ask any librarian for assistance if you have questions. I will respond to emails within 24 hours.

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

- You cannot drop Library 10. As long as you are enrolled in ENGL1A, you must be enrolled in LIBR10.
- If you drop English, you will be dropped from Library 10. Please contact me for other options.

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

- For help using Canvas, visit <https://www.cabrillo.edu/services/tlc/canvas/help.html>
- Cabrillo Distance Learning Help Desk: 831-477-3241

More Questions?  
Ask a Librarian!  
479-6163