

EDISON STATE COLLEGE

Division of Arts and Sciences

COMMON COURSE SYLLABUS

PROFESSOR:

PHONE NUMBER:

OFFICE LOCATION:

E-MAIL:

OFFICE HOURS:

SEMESTER:

I. COURSE NUMBER AND TITLE, CATALOG DESCRIPTION, CREDITS:

LIS 2004 INTERNET FOR COLLEGE RESEARCH (1 CREDIT)

This course is designed to help students become familiar with the Internet and information resources of value in college research. Through the use of finding tools and informational resources on the Internet, students develop increased skills in identifying, using and evaluating electronic information resources. Classroom activities and practical experience in using the Internet will provide students with the basic research skills necessary for information literacy in today's world.

II. PREREQUISITES FOR THIS COURSE:

None

CO-REQUISITIES FOR THIS COURSE:

None

III. GENERAL COURSE INFORMATION: Topic Outline.

This course introduces students to the concept of using the Internet as an information retrieval tool, and teaches strategies for locating and analyzing information. The course is designed to help students develop the basic information literacy skills necessary for college course work, general research, and for lifelong learning in an information-centered society.

- Creating, editing, sending, receiving and printing electronic mail, including "netiquette."
- Accessing and navigation of the Internet including specific databases and the World Wide Web.
- Organization of effective search strategies, including identification of terms to use, use of Boolean operators, phrase searching, and other search strategies.
- Evaluating and citing electronic information.
- Use of specific Edison College electronic resources.

IV. LEARNING OUTCOMES AND ASSESSMENT:

GENERAL EDUCATION COMPETENCIES:

General education courses must meet at least four out of the five following outcomes. All other courses will meet one or more of these outcomes.

Communication (COM): To communicate effectively using standard English (written or oral).

Critical Thinking (CT): To demonstrate skills necessary for analysis, synthesis, and evaluation.

Technology/Information Management (TIM): To demonstrate the skills and use the technology necessary to collect, verify, document, and organize information from a variety of sources.

Global Socio-cultural Responsibility (GSR): To identify, describe, and apply responsibilities, core civic beliefs, and values present in a diverse society.

Scientific and Quantitative Reasoning (QR): To identify and apply mathematical and scientific principles and methods.

ADDITIONAL COURSE COMPETENCIES:

At the conclusion of this course, students will be able to demonstrate the following additional competencies:

LEARNING OUTCOMES	ASSESSMENTS	GENERAL EDUCATION COMPETENCIES
Students will demonstrate an understanding of the types of information resources available via the Internet.	Students will be graded on several quizzes, a final exam and the course research project.	
Students will identify research topics and devise effective search strategies to utilize appropriate Internet resources and Internet-accessible library databases in the research process.	Students will identify a research topic and locate appropriate sources of information using library databases and Internet sites. They will be graded on an annotated bibliography summarizing their research sources, which must be submitted in MLA format.	
Students will demonstrate competence in using keyword and Boolean search techniques as appropriate for Internet search tools.	Students will be graded on their use of keyword and Boolean search techniques through quizzes.	
Students will use Internet communication tools, web search engines, meta-search engines, specialized search engines, and subject directories to locate and access relevant information resources.	Students will be graded on these abilities on several quizzes and the annotated course research project.	
Students will evaluate the credibility, quality, and accuracy of Internet resources for specific information needs.	Students will be graded on their ability to analyze web sites and library databases for credibility, quality and accuracy of information.	
Students will demonstrate an understanding of several social, legal and ethical issues, including netiquette, plagiarism and copyright issues.	Students will be graded on their understanding of these issues through quizzes.	

Students will document Internet resources using MLA or APA style guides.	Students will be graded on their ability to use these style guides through quizzes and the Course research project.	
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V. DISTRICT-WIDE POLICIES:

PROGRAMS FOR STUDENTS WITH DISABILITIES

Edison State College, in accordance with the Americans with Disabilities Act and the college's guiding principles, offers students with documented disabilities programs to equalize access to the educational process. Students needing to request an accommodation in this class due to a disability, or who suspect that their academic performance is affected by a disability should contact the Office of Adaptive Services at the nearest campus.

Lee Campus	Taeni Hall S-116A	(239) 489-9427
Charlotte Campus	Student Services SS-101	(941) 637-5626
Collier Campus	Admin. Bldg. A-116	(239) 732-3918
Hendry/Glades Ctr.	LaBelle	(863) 674-0408

VI. REQUIREMENTS FOR THE STUDENTS:

The course consists of seven lessons, a course project, and final examination. Each lesson requires readings from the course web site and the completion of a related test. Each test is weighted by its relevance to the performance objectives for the course.

The course project consists of an annotated list of 5 sources of information on a single topic of interest retrieved from the Internet. The list of citations must be presented in MLA citation format. Annotations must contain an evaluation of the Internet resource. Resources may include World Wide Web pages, Internet journal or newspaper articles, or discussion group postings. Non-electronic books and journal articles are not allowed.

Students taking the course will be expected to take responsibility for completing all assignments on schedule. You must have a full service Internet account, including e-mail, or have Internet access from work or another source which does not limit your time online. Computers are available in the Library. You must have a basic familiarity with your computer's operating system and web browser program. All work will be submitted to your professor via Web CT within the course site. You must be willing to work independently and be self motivated.

You must have a valid Edison State College library card in order to access research databases studied in this course.

VII. ATTENDANCE POLICY:

- You may work ahead but all tests have deadlines, after which they are not available. Several lessons, particularly lessons 3 and 6, take some time to complete, as does the project.
- All work must be submitted to your professor by the due dates indicated at the end of each assignment. Prompt submittal of assignments constitutes attendance in the course. The professor is available to meet with students to review each lesson by appointment. The course schedule provides due dates for all course materials.

- The course may be completed ahead of schedule. If you feel confident in completing the material ahead of schedule please do so, and be sure to notify your professor in advance.

VIII. GRADING POLICY:

Include numerical ranges for letter grades; the following is a range commonly used by many faculty:

90 - 100	=	A
80 - 89	=	B
70 - 79	=	C
60 - 69	=	D
Below 60	=	F

(Note: The "incomplete" grade ["I"] should be given only when unusual circumstances warrant. An "incomplete" is not a substitute for a "D," "F," or "W." Refer to the policy on "incomplete grades.")

IX. REQUIRED COURSE MATERIALS:

There is no required textbook to purchase for this course. All materials are online. Each lesson contains the required reading material. Each lesson includes links to supplemental reading and source material. The Reading List provides a bibliography of resources used in creating the course reading material. The Glossary provides a useful list of relevant terms and definitions.

X. RESERVED MATERIALS FOR THE COURSE:

There are no reserve materials for this class.

XI. CLAST COMPETENCIES INVOLVED IN THIS COURSE.**XII. CLASS SCHEDULE:**

The following due dates are to be strictly observed:

The Pre-test is due Wednesday, August 31, 2011 by 9:00 AM.

Test 1 is due Friday, September 2, 2011, by 9:00 AM.

Test 2 is due Tuesday, September 13, 2011, by 9:00 AM.

Test 3 is due Tuesday, September 27, 2011, by 9:00 AM.

Test 4 is due Tuesday, October 4, 2011, by 9:00 AM.

Test 5 and your course project topic are due by Tuesday, October 18, 2011, by 9:00 AM.

You must have your course project topic approved by your professor before you begin working on your project.

Test 6 is due Tuesday, November 1, 2011, by 9:00 AM.

Test 7 is due Tuesday, November 15, 2011, by 9:00 AM.

The course project is due Tuesday, November 29, 2011, by 9:00 AM.

The final exam is due Tuesday, December 6, 2011, by 9:00 AM.

All tests and the course project must be submitted by the date due. Any exception must be cleared with the professor in advance. Failure to abide by the due date may result in a zero grade for that test or the project. The Pre-test does not count toward your grade.

XIII. ANY OTHER INFORMATION OR CLASS PROCEDURES OR POLICIES: