

KERN COMMUNITY COLLEGE DISTRICT – CERRO COSO COLLEGE

LIBR C100 COURSE OUTLINE OF RECORD

1. **DISCIPLINE AND COURSE NUMBER:** LIBR C100
2. **COURSE TITLE:** Introduction to Library Research and Bibliography
3. **SHORT BANWEB TITLE:**
4. **COURSE AUTHOR:** Cornett, Julie N.
5. **COURSE SEATS:** -
6. **COURSE TERMS:** 70 = Fall; 30 = Spring; 50 = Summer
7. **CROSS-LISTED COURSES:**
8. **PROPOSAL TYPE:** CC Course Revision
9. **START TERM:** 70 = Fall, 2016
10. **C-ID:**
11. **CATALOG COURSE DESCRIPTION:** This course presents the fundamentals of the research process and documentation styles. The student is introduced to the organization of information in the library setting and learns to access information through the use of online catalogs and databases. The use of the Internet is covered with particular emphasis on evaluation of information contained in web pages. The course covers the use of printed and electronic reference materials and discusses legal and ethical issues of intellectual property including copyright, fair use, and plagiarism.

12. GRADING METHOD

Default: S = Standard Letter Grade

Optional: P = Pass/No Pass; A = Audit

13. **TOTAL UNITS:** 1

14. INSTRUCTIONAL METHODS / UNITS & HOURS:

<u>Method</u>	<u>Min Units</u>	<u>Min Hours</u>
Lecture	0.5	9
Lab	0.5	27
Activity	0	0
Open Entry/Open Exit	0	0
Volunteer Work Experience	0	0
Paid Work Experience	0	0
Non Standard	0	0

Non-Standard Hours Justification:

15. REPEATABILITY

Type: Non-Repeatable Credit

16. **MATERIALS FEE:** No

17. **CREDIT BY EXAM:** No

18. **CORE MISSION APPLICABILITY:** UC Transfer; UC GE; CSU GE; Associate Degree Applicable (AA/AS); CSU Transfer

19. **STAND-ALONE:** No

20. PROGRAM APPLICABILITY

Required: General Education (AA Degree Program)
General Education (AA Degree Program)
General Education ()

Restricted Elective:

Elective:

21. GENERAL EDUCATION APPLICABILITY

Local: CC GE Area V: Information Competency = Information Competency;

IGETC:

CSU:

UC Transfer Course: University of California, Los Angeles =

CSU Transfer Course: California State University, East Bay =
California State University, Los Angeles =

22. STUDENT LEARNING OUTCOMES Upon completion of the course, the student will be able to

1. Explain steps in the research process, reflecting on the importance of persistence, adaptability, and ambiguity in the iterative process.
2. Strategically locate a variety of relevant information sources in multiple formats applicable for college-level research, differentiating between various research tools and paid subscription databases.
3. Critically evaluate information by applying standard criteria while acknowledging biases that privilege some sources of authority over others in terms of worldview, gender, and cultural orientation.
4. Recognize and use correct documentation style in parenthetical and bibliographic citations and in formatting written work.
5. Examine the basic legal and ethical issues of intellectual property such as copyright, fair use, and plagiarism from the standpoint of both information consumer and creator.

23. REQUISITES

Prerequisite:

ENGL C040

In LIBR C100, students need to have the following skills to be successful: Compose written work with clear organization, topic sentences, keywords, and sufficient, logical supporting details using correct grammar. Students must be able to read a college-level text book and apply themes to their own written work. ENGL C040 skills prepare students to succeed in LIBR C100 by making sure they have these necessary skills.

Advisory:

CSCI C070

In LIBR C100, students are expected to possess fundamental computer literacy skills sufficient to access the Internet, library databases, and the course learning management system (LMS) for downloading and uploading course documents and assignments. CSCI C070 skills prepare students to succeed in LIBR C100 by ensuring they have computer competency skills necessary to perform these tasks effectively.

and

ENGL C070

Concurrent Enrollment Advisory:

In LIBR C100, students locate, evaluate, and cite a variety of college-level information sources for a defined research topic. In ENG C070, students develop skills to write an effective college-level research paper using college-level sources. Taking both courses together strengthens students' skills in research and writing.

24. DETAILED TOPICAL OUTLINE:

Lecture:

- A. Research Process
 1. Identifying and Developing a Topic
 2. Identifying the Level of Specificity
 3. Identifying the Type of Information Required
 4. Iterative Process: Revision, persistence, adaptability, ambiguity
- B. Documentation & Bibliographic Style
 1. Formatting a Research Paper
 2. Bibliographic Style for Books, Periodicals, and Electronic Resources
 3. In-Text Citations
 4. Organizing the List of Works Cited
- C. Strategic Searching:
 1. Finding Background Information in Encyclopedias and Reference Sources

2. Using Library Catalogs to Find Books (keyword, natural language, Boolean)
3. Using Indexes/Databases to find Articles in Periodicals
4. Advanced search strategies
5. Using the Internet to Find Web and Media Resources (proximity operators)
6. Differentiating between search tools
- G. Evaluation of Information
 1. Evaluation Criteria
 2. Applying Criteria to Different Information Sources
 3. Authority is constructed and contextual
- H. Legal and Ethical Issues of Intellectual Property
 1. Fair Use
 2. Copyright
 3. Plagiarism
 4. Consumer versus Creator of Information

Lab:

A. Library Website: Overview

1. Navigating the page
2. Catalog, Databases, Course Guides, Research Help, 24/7 Chat

B. Locating Encyclopedia Articles

1. General
2. Subject
3. Wikipedia

C. Locating books and eBooks using the Catalog

1. Advanced Searching
2. Boolean Operators
3. Ebook platform

D. Subscription Databases

1. Subject-specific Periodical Databases
2. Search Limiters in Databases
3. Aggregator Databases and Film Database

E. Locating and Evaluating Websites and Media sources

1. Applying evaluation criteria
2. Authority is constructed and contextual

F. Citation and Info Ethics

1. In-text citations American Psychological Association (APA) and Modern Language Association (MLA)
2. Paper formatting APA and MLA
3. Reference lists APA and MLA
4. Fair Use, Copyright, Creative Commons, Plagiarism

25. METHODS OF INSTRUCTION--Course instructional methods may include but are not limited to

1. Audiovisual;
2. Demonstration;
3. Discussion;

4. Group Work;
5. Lecture;
6. Library;
7. Outside reading;
8. Peer analysis, critique & feedback;
9. Presentations (by students);
10. Written work;

26. OUT OF CLASS ASSIGNMENTS: Out of class assignments may include but are not limited to

A. Homework assignments. Example: The student is expected to practice search skills using library catalogs and databases as well as the open web on a topic of their choice. B. Readings from the assigned textbook. Example: The student is expected to read the textbook chapter to supplement each week's lecture. C. Written evaluative summaries of information sources. Example: The student is expected to critically evaluate a website. D. Preparation of bibliographic entries. Example: The student is expected to prepare citations of information sources.

27. METHODS OF EVALUATION: Assessment of student performance may include but is not limited to

A. Quizzes and Exams evaluate the students' ability to apply concepts and material taught in class. Example: One question on the midterm exam requires students to list and explain the steps in the research process.

B. Regular Lab assignments/research projects reinforce concepts and material taught in lecture. Example: The student is expected to retrieve information in a variety of formats using a variety of search strategies and methodologies.

Example: The student is expected to compile an annotated bibliography to demonstrate mastery of citation, searching, and evaluation skills.

28. TEXTS, READINGS, AND MATERIALS: Instructional materials may include but are not limited to

Textbooks

Lanning, Scott. (2012) Concise Guide to Information Literacy, ,
ABC-CLIO

Manuals

Periodicals

Software

Other

29. **METHOD OF DELIVERY:** Online with some required face-to-face meetings ("Hybrid"); Online (purely online no face-to-face contact) ;iTV – Interactive video = Face to face course with significant required activities in a distance modality ;Face to face;

30. **MINIMUM QUALIFICATIONS:** Library Science (Masters Required);

31. **APPROVALS:**

Origination Date 03/11/2011

Last Outline Revision 09/17/2012

Curriculum Committee Approval 10/02/2015

Board of Trustees 11/03/2015

State Approval 12/17/2015

UC Approval UC Approval Status

CSU Approval 70 = Fall 2016 **CSU Approval Status** Approved

IGETC Approval IGETC Approval Status

CSU GE Approval CSU GE Approval Status

Data Element Changes

Data Justification

Course Element Changes Course Number Change
Change/Update Course Outline
New submit for GE consideration (CSU GE or IGETC)
Add/Update course content

Course Change Justification

Course ID (CB00) CCC000569036

TOP Code (CB03) 1501.00 - English;

Course Credit Status (CB04) D - Credit - Degree Applicable;

Course Transfer Status (CB05) A = Transferable to both UC and CSU

Course Units of Credit Maximum High (CB06): 1

Course Units of Credit Minimum Low (CB07): 1

Course Basic Skills (BS) Status (CB08): N = Course is not a basic skills course.

SAM Code (CB09): E = Non-Occupational;

Cooperative Education Course Status (CB10): Not part of Coop Work Exp;

Course Classification Code (CB11): Liberal Arts and Sciences;

Course Special Status (CB13): N - Not Special;

CAN Code (CB14):

CAN-Code Seq (CB15):

Course Prior to College Level (CB21): Not Applicable;

Course Non-Credit Category (CB22): Not Applicable, Credit Course;

Funding Agency Category (CB23): Not Applicable

Course Program Status (CB24): 1 - Program Applicable;