University 101 Information Literacy Goals and Skills

Information Literacy / Research Process
- Name the five Information Literacy Standards.
- Give examples of activities under each Standard.
- Discuss the similarities and differences of daily-life and academic research.

Standard 1 Skills
- Select a topic following assignment guidelines and in consultation with the instructor.
- Explain the purpose of reference works for background information.
- Find and use reference information on a topic.
- Describe differences between scholarly journals and magazines regarding characteristics of articles, authors, evaluation of articles, and treatment of sources.
- Identify the type of sources, scholarly or popular, that are appropriate for an assignment.

Standard 2 Skills
- Choose the resource to search for the kind of information you need: the library catalog for books, e-books, and media; an article database for articles from newspapers, magazines and scholarly journals; the Internet for websites and pages devoted to current information about a topic.
- Distinguish between an abstract and the complete text of an article.
- Perform keyword searches in the library catalog and article databases in order to find books, media, and articles.
- Limit to full-text in article databases.
- Know the physical organization of the library into collections and be able to interpret location, call number, and status of an item in the library catalog and use this information to locate the item on library shelves.
- Recognize Library of Congress classification numbers used in the Upstate Library and know that LC classification is organized into broad subject areas designated by letters.
- Know the service desks in the library and what kind of help is available at each: reference, circulation, and computer lab.
- Select the most relevant sources from search results regardless of format (e.g., print, online, books, articles, videos, sound recordings, web pages, etc.).

Standard 3 Skills
- Examine and compare information from various sources in order to evaluate the relevance, authority, and bias of each source.

Standard 4 Skills
- Use pertinent information from sources in the final product.
- Cite sources and use quotation and paraphrase appropriately in the final product.
• Organize your project appropriately depending on the end result: paper, oral presentation, PowerPoint presentation, poster session, collaborative project, etc.

Standard 5 Skills
• Use a standard documentation style consistently and accurately.
• Demonstrate the ethical use of sources in your project and class assignments through proper citation and attribution.
• Know what constitutes plagiarism.
• Explain the purpose of citation and attribution.