

## COURSE OUTLINE

Revision: Esther Sunde, Randy Nelson, Shireen Deboo, November 13, 2009

DEPARTMENT:	Academic Programs
CURRICULUM:	LIB
COURSE TITLE:	Info in Action: Finding and Using Books and Media
COURSE NUMBER:	INFO 103
TYPE OF COURSE:	Academic Transfer
Special Requirement Met:	None
AREA(S) OF KNOWLEDGE:	Individuals, Cultures, and Societies
COURSE LENGTH:	3 weeks
CREDIT HOURS:	1
LECTURE HOURS:	11
LAB HOURS:	0
CLASS SIZE:	10
PREREQUISITES:	English 101 qualified

## COURSE DESCRIPTION:

This course is one of five 1-credit library research courses designed to allow students to build information literacy in the areas they need most. For individuals, the course takes approximately 3 weeks to complete; if linked to another course, it may be taught over a full quarter. Students may take this course individually or in combination with any of the other 1-credit INFO courses. Courses can begin any time from week 1 to week 7 during the quarter.

INFO 103 introduces the purpose, structure, and uses of books, ebooks, and video content as sources of in-depth or historical information on a subject. Covers using local and regional library catalogs to find books and strategies for evaluating them.

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STUDENT LEARNING OUTCOMES ADDRESSED:

1. Communication - Read and listen actively to learn and communicate.
2. Critical Thinking and Problem Solving –Think critically in evaluating information, solving problems, and making decisions.
3. Technology – Select and use appropriate technological tools for personal, academic and career tasks.
4. Information Literacy - Access and evaluate information from a variety of sources and contexts, including technology. Use information to achieve personal, academic and career goals, as well as to participate in a democratic society.

GENERAL COURSE OBJECTIVES:

At the end of the course the student will:

1. Identify the major features, advantages and limitations of books in their various formats
2. Conduct effective searches in library catalogs for books on a particular topic
3. Use the library's classification system to locate books and browse topics

TOPICAL OUTLINE:	APPROX. HOURS
I. Types of Information Overview	2
II. A very Brief History of the Book & its Place in the Information Cycle	2
III. How to Read a Book for Research (includes using ebooks)	2
IV. Locating Books	2
a. Using classification systems	
b. Library catalogs (definition, structure, examples)	
c. Title, author, subject & keyword searching	
d. Google books and other online sources	
V. Using and Citing Book Sources	2
VI. Traditions of Intellectual Freedom	1

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## INFO 103 Info in Action: Find and Using Books and Media, November 2009

SLO #	Included in Course Objective Number	SSCC Student Learning Outcomes
SLO 1.1	1 – 3	Communication - Read and listen actively
SLO 1.2	1 – 3	Communication - Speak and write effectively
SLO 2.1		Computation - Use mathematical operations
SLO 2.2		Computation - Apply quantitative skills
SLO 2.3		Computation - Identify, interpret, and utilize higher level mathematical and cognitive skills
SLO 3.1		Human Relations - Use social interactive skills to work in groups effectively
SLO 3.2		Human Relations - Recognize the diversity of cultural influences and values
SLO 4.1	1 – 3	Critical Thinking and Problem Solving -
SLO 5.1	1 – 3	Technology - Select and use appropriate technological tools
SLO 6.1		Personal Responsibility - Be motivated and able to continue learning and adapt to change
SLO 6.2		Personal Responsibility - Value one's own skills, abilities, ideas and art
SLO 6.3		Personal Responsibility - Take pride in one's work
SLO 6.4		Personal Responsibility - Manage personal health and safety
SLO 6.5		Personal Responsibility - Be aware of civic and environmental issues
SLO 7.1	1 – 3	Information Literacy - Access and evaluate information
SLO 7.2	1 – 3	Information Literacy - Use information to achieve personal, academic, and career goals, as well as to participate in a democratic society

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