<table>
<thead>
<tr>
<th>Course Description</th>
<th>This course provides an introduction to research literacy that will provide a strong foundation for all students. Students will focus on the ability to critically assess and use information, learning to access, evaluate, and use printed and electronic resources found in the library and on the Internet. Students will be introduced to techniques that will enable them to develop research strategies, to evaluate and use information resources in an appropriate manner, and to properly cite sources.</th>
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</table>
| Course Objectives | At the successful completion of this course, students should be able to:  
- Understand the value and nature of information and how it is organized  
- Determine the proper tool needed to locate potential sources of information  
- Access information effectively and efficiently using library databases, the library catalog and the Internet  
- Evaluate information critically and determine its authenticity, credibility, intellectual content, bias, etc.  
- Learn to synthesize and use information effectively  
- Cite sources using accepted citation styles and understand issues surrounding plagiarism |
| Required texts, materials, resources | Bobish, G., & Jacobson, T. (Eds.) (2014). The information literacy user’s guide: An open, online textbook. Geneseo, NY: Open SUNY Textbooks. This textbook and other readings will be made available to students as pdf files as part of each weeks assignments. There is no charge for the textbook. |
| Technology Use | Technology used by NU professor during the course: Blackboard, LibGuides and LibWizards Technology used by NU students as part of the course: Same |
### Assignment Policy

**ASSIGNMENTS:**

This course is not self-paced. You will have regular assignments with recurring due dates. This course is designed to complete a set of readings and activities each week. However, students will have two weeks to access and complete the assignments with the exception of the final week of class that will only be available for one calendar week.

In order to successfully complete this course, you must submit your assignments by the due date/time stated in the syllabus. **LATE WORK WILL NOT BE ACCEPTED.** All assignments will be submitted electronically through the Blackboard course site or through the Library LibGuides.

### Evaluation Activities

**Summary:**

- **Weekly Activities Include:** *(Total of 50 points each week of class)*
  - **Quizzes.** Weekly quizzes based on readings and class lectures will be given. **Points vary.**
  - **Videos & Tutorials.** Weekly quizzes based on videos and tutorials will be given. **Points vary.**
  - **Learning Activities.** A variety of tutorials and activities will be assigned to complement the learning objectives each week. **Points vary.**
  - **Class Discussion.** Students will be expected to post responses to questions on group boards and/or blogs. Interaction with other students responses is also encouraged. **5 points per required post.**

- **Final Assignment:**
  - **Annotated Bibliography.** This assignment serves as the final for this course. An assignment description and expectations will be supplied during week 3 of the course. The final assignment is due: Monday, July 29, 2019, by 8:00 a.m. CT **200 points.**

- **Total points available for class: 600**

### Grade Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
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<tbody>
<tr>
<td>A</td>
<td>100 - 90%</td>
</tr>
<tr>
<td>B</td>
<td>80 – 89%</td>
</tr>
<tr>
<td>C</td>
<td>70 – 79%</td>
</tr>
<tr>
<td>D</td>
<td>60 – 69%</td>
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<tr>
<td>F</td>
<td>Below 60%</td>
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### Attendance Policy

- Each course week begins Monday at 12:00 am Central Time and ends Sunday night at 11:59 pm Central Time. Each student is expected to complete all readings, quizzes and learning activities during the week it is assigned, however, you will have 2 weeks to complete the work with the exception of the final week of class. Late work is not accepted.

### Academic Honesty Policy

A student at NEWMAN UNIVERSITY is preparing to live a life according to the highest ethical and moral principles. Academic integrity is at the core of those values, values reflecting the heart of a liberal education: personal integrity, mature judgment, honesty, trust, respect for others, and individual responsibility. When that integrity is compromised it is not a mere breach of rules, it erodes the very purpose of education – the process of self-discovery. Nor is it a private matter between student and professor. Academic misconduct is an affront to the commonweal, to the community of student and faculty scholars that is a university.

### Appeal Process

A student who has questions or concerns regarding any aspect of this course should first raise their concerns with their professor. If no satisfactory resolution is reached, the student or instructor is encouraged to communicate with the dean of the school offering this course.

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**A Degree of Difference**
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<tr>
<th><strong>Right of Revision</strong></th>
<th>Newman University reserves the right to change the content of this syllabus. In the event of any necessary revision of this syllabus, the student will be informed in advance and in writing.</th>
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<tbody>
<tr>
<td><strong>Student Course/Professor Evaluations</strong></td>
<td>At the end of the semester, students will complete an online Student Course/Professor evaluation. All students are encouraged to participate in the evaluation, as it is the students’ opportunity to provide feedback regarding both positive and negative aspects of the course. Please give specific, authentic, and constructive feedback that will enhance our ability to provide classes and programs that are academically strong and relevant.</td>
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<tr>
<td><strong>Referral Policy</strong></td>
<td>The Newman University community is committed to your academic success. As part of that commitment, you may be referred to an early intervention program, Project Care, if your engagement in this class alters (examples, absenteeism, falling behind on your assignments, or a drastic change in your work.) The Project Care Coordinator will contact you to determine if assistance is needed. <strong>AT ANY TIME THAT YOU FEEL A NEED, YOU MAY ALSO ACCESS ANY OF THE FOLLOWING SUPPORT SERVICES DIRECTLY:</strong></td>
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</table>
| | • **Academic Resource Center, 301 SHH, Ext. 2235**  
  o Resources such as software, calculators, reference manuals, etc.  
  o Math & Writing -- assistance with writing and/or math assignments.  
  o Certified Peer Tutors provides up to 15 hours of free tutoring per month for most courses. Tutoring is available online in some cases.  
  o Disability Services assists students requesting accommodations through the Americans with Disabilities Act (ADA/Section 504). |
<p>| | • For career development (career/major exploration, current job opportunities, job shadowing, cooperative education, internships) contact the <strong>Career Services Center, 302 SHH, Ext. 2234.</strong> |
| | • If you know another student who is having difficulty with their courses, please refer them in confidence to <strong>Project Care, 302 SHH, Ext. 2318.</strong> |
| | • If you are experiencing personal problems, you can get a referral for up to 6 counseling sessions per year from <strong>Personal Counseling, 302 SHH, Ext. 2319.</strong> |
| | • To make an appointment to take a make-up exam, contact <strong>Testing Services, 302 SHH, Ext. 2318.</strong> |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Theme</th>
<th>Due</th>
<th>Points</th>
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| Week 1  
| Week 2  
6/10/2019—6/16/2019 | Scholarship as Conversation               | No later than 6/23/2019 | 50     |
| Week 3  
| Week 4  
6/24/2019—6/30/2019 | Authority is Constructed & Contextual    | No later than 7/7/2019 | 50     |
| Week 5  
7/1/2019—7/7/2019 | Information Creation as a Process        | No later than 7/14/2019 | 50     |
| Week 6  
7/8/2019—7/14/2019 | Searching as Strategic Exploration       | No later than 7/21/2019 | 50     |
| Week 7  
7/15/2019—7/21/2019 | Information Has Value                    | No later than 7/28/2019 | 50     |
| Week 8  

Conclusion