Course Outline for Library Studies 1
LIBRARY SKILLS FOR AN INFORMATION SOCIETY

Catalog Description:
LIBS 1 - Library Skills for an Information Society 1.00 units
Introduction to academic libraries and information resources they provide, including development of search strategies, and the retrieval, evaluation, and use of information. Effective use of print and electronic resources, including online library catalogs, reference sources, online periodicals and research databases, and the internet. Prepares students to resolve different information queries, problems or issues (both academic and non-academic) in a systematic way—locate, evaluate, synthesize and communicate information.
Requisites: none
Grading Option: Optional

<table>
<thead>
<tr>
<th>Discipline</th>
<th>Units</th>
<th>Contact Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Week</td>
<td>Term</td>
</tr>
<tr>
<td>Lecture</td>
<td>1.00</td>
<td>17.50</td>
</tr>
<tr>
<td>Laboratory</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Clinical</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Total</td>
<td>1.00</td>
<td>1.00</td>
</tr>
</tbody>
</table>

Prerequisite Skills:
None

Measurable Objectives:
Upon completion of this course, the student should be able to:
1. Identify an information need and articulate that need (i.e., question, problem or issue);
2. Formulate an appropriate research question(s) based on information need(s);
3. Implement an effective search strategy for college-level research;
4. Differentiate different information sources and the type of information contained in each;
5. Retrieve relevant information from a variety of appropriate sources;
6. Analyze and evaluate information resources for authority, bias, and currency;
7. Articulate results and conclusions to research question(s) to others through the format most appropriate for the audience and purpose (i.e., written, oral, visual). Researched topic to include a Works Cited list.

Course Content:
1. Introducing the Chabot College Library (physical and virtual) and information resources it provides (print and electronic)
2. Choosing a focused topic appropriate to college-level course work
3. Finding and accessing information from a variety of information resources (print and electronic) available through the Chabot College Library, including library catalogs, print and online periodical indexes, online databases, and reference books
4. Using the internet to find academic research material
5. Citing a variety of sources in MLA format (within text of papers and in Works Cited lists)

Methods of Presentation
1. Lecture/Discussion
2. Demonstration/Exercise
3. Discussion Seminar
4. Reading assignments
5. Multimedia sources (i.e., films, online videos, digital archives)

Assignments and Methods of Evaluating Student Progress
1. Typical Assignments
   A. Locate the various public service areas (i.e., Circulation Desk, Reference Desk, AV Center) at Chabot College Library and choose one area to familiarize yourself with. Prepare a five-minute presentation about the area’s services and staff.
   B. Formulate a search strategy based on a research question(s).
   C. Narrow a search using advanced search strategies if needed (i.e., AND, OR, NOT).
   D. Demonstrate retrieval of relevant articles (popular and scholarly).
   E. Write citations for the selected articles.
   F. Submit an annotated bibliography on the chosen research topic.
   G. Maintain a research binder.
2. Methods of Evaluating Student Progress
   A. Exams/Tests
   B. Quizzes
   C. Projects
   D. Class Participation
   E. Graded Assignments
   F. Final Examination or Project
3. Student Learning Outcomes
Upon the completion of this course, the student should be able to:
   A. Develop and implement a search strategy.
   B. Distinguish between popular and scholarly sources.
   C. Draw references to one's personal life from reading materials.

**Textbooks (Typical):**
2. Chabot Library Guides, 2009- (print and electronic)
3. Too Big To Know, 2011 (on-reserve, Chabot Library)

**Special Student Materials**
1. Three-ring binder
2. Removable storage device

**Abbreviated Class Schedule Description:**

Techniques of library research: development of a search strategy; use of printed resources, Online catalogs and databases and the Internet; evaluation of information, particularly found on the Internet; preparation of citations and Works Cited list.

**Requisites:** none