

CS 120g/121g Course Syllabus

Course Overview

Catalog Descriptions:

CS 120G. Introduction to Information Literacy and Research. 3 Credits.

Lecture 3 hours; 3 credits. Students will learn to locate, manage, critically evaluate and use information for problem solving, research and decision making. Includes collaborative tools for document development and office productivity tools for presentation. Information security, laws and etiquette related to use and access of information are covered.

CS 121G. Introduction to Information Literacy and Research for Scientists. 3 Credits.s

Lecture 3 hours; 3 credits. Students will learn to locate, manage, critically evaluate and use information for scientific problem solving and research. Includes mathematical tools for data analysis and presentation and office and collaborative tools, as well. Information security, laws and etiquette related to use and access of information are covered.

Purpose:

The objective of this course is to enhance the ability of students to locate, manage, critically evaluate, and use information for problem solving, research, and decision making in a complex digital world. Students will learn methods of information retrieval from sources such as the World Wide Web, digital libraries, and Internet databases. Emphasis will be given to accessing information effectively and efficiently using search engines, blogs, and social networking tools. Skills learned will include evaluation, management, organization and summarization of information. Students will use Microsoft office productivity tools to formulate and present information. In addition they will be introduced to collaborative tools for effective group development of presentations and documents. We will discuss information security, laws, regulations, institutional policies, and information ethics related to the access and use of information resources. The majority of this class is based on a group research project. Being able to successfully work in a group is necessary to do well in this course. We use SharePoint to share the documents among the group members.

Topics Covered:

- Introduction to information retrieval from sources such as the World Wide Web, digital libraries, and internet databases.
- Accessing information effectively and efficiently using search engines, blogs, and social networking tools.
- Evaluation, management, organization and summarization of information for specific purposes.
- Use of Microsoft office productivity tools to formulate and present information.
- Introduction to collaborative tools for effective group development of presentations and documents.
- Discussion of information security, laws, regulations, institutional policies, and information ethics related to the access and use of information resources.

Course Objectives

Through the use of assignments, projects, and case studies students will be given research topics for which they must:

1. Determine the nature and extent of the information needed.
2. Identify a variety of types and formats of potential sources for information.
3. Access needed information effectively and efficiently to include:
 - a. Costs and benefits of acquiring the needed information.
 - b. Most appropriate investigative methods or information retrieval systems for accessing the needed information
 - c. Effectively-designed search strategies.
4. Extract records and manage the information and its sources.
5. Summarize the main ideas to be extracted from the information gathered.
6. Articulate and apply initial criteria for evaluating both the information and its sources.
7. Use information effectively, both individually and as a member of a group, to write a research paper and create a PowerPoint presentation
8. Understand the economic, legal, and social issues surrounding the use of information to include:
 - a. Accessing and using information ethically and legally
 - b. Following laws, regulations, institutional policies, and etiquette related to the access and use of information resources

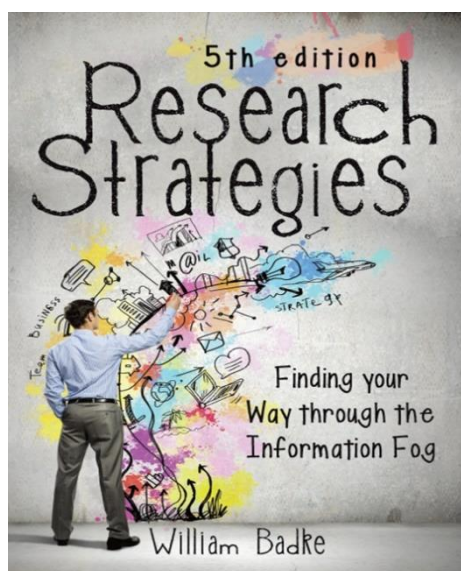
Student Outcomes

Through applying the material learned in this course, students will be able to:

1. Determine the nature and extent of the information needed for research
2. Access information effectively and efficiently
3. Critically evaluate information and information sources, such as library, Databases, collections, or websites appropriate to the field of research
4. Use information effectively to accomplish a specific purpose or to complete a specific project
5. Understand the economic, social, legal, and ethical issues surrounding the access and use of information
6. Use information ethically and lawfully.

Required Texts

- Intro to Information Literacy and Research– Pearson custom
ISBN - 9781323543627
- Research Strategies: Finding Your Way through the Information Fog - By William Badke 5th edition
ISBN - 9781491722336



Note: Introduction to Information Literacy text book will have an online version available soon. More information about this will be given as the classes begin.

Policies and Procedures

Attendance:

Students are responsible for all the material that is presented in the class, therefore students should attend class regularly. In addition, pop quizzes may be given at any time in class and students will not be allowed to make up these quizzes. Important lecture information, as well as group work activities are given during class time, so failure to attend class may negatively affect your grade.

If unforeseen circumstances occur and you have to be absent due to health issues or family emergencies, you will be required to submit documentation to the Ombudsperson to obtain a University Excuse. Only after receipt of this document will late work/make-ups be allowed.

Student Participation:

Students must arrive to class prepared. Students should have completed all required readings and be ready to actively engage with group work. Since much of the class is geared towards group papers and presentations, students should be responsible to their group and complete all requirements of each assignment when due. In addition, attendance at recitations is considered part of participation, as skills pertaining to student assignments will be taught there. Students' grades may be negatively affected if they fail to demonstrate skills learned in recitation.

Late Work:

Students who turn in assignments one day late will receive a 50% penalty on that assignment. Beyond one day late, work will not be accepted, unless students have obtained proper documentation from the Ombudsperson.

Accommodation Statement:

Students are encouraged to self-disclose disabilities that have been verified by the Office of Educational Accessibility by providing Accommodation Letters to their instructors early in the semester in order to

start receiving accommodations. Accommodations will not be made until the Accommodation Letters are provided to instructors each semester.

Student Services:

Since this is a writing intensive course, students who are having difficulty are encouraged to make use of The Writing Center's tutorial services at ODU. More information can be found at <https://www.odu.edu/al/centers/writing-center>

Grade Distribution

Tasks	Percentage
Assignments & Presentations (Assignment 1(10%) + Assignment 2(15%) + Assignment 3(25%) +	50%
Quizzes (including in-class pop quizzes)	15%
Recitation Quizzes	5%
Exam 1	15%
Exam 2	15%
Total	100%

Grade Scale

Percent Scored	Grade
93-100	A
90 - <93	A-
88 - <90	B+
82 - <88	B
80 - <82	B-
78 - <80	C+
70 - <78	C
68 - <70	C-
60 - <68	D
<60	F

Academic Integrity / Honor Code

By attending Old Dominion University you have accepted the responsibility to abide by the ODU Honor Code. If you are uncertain about how the honor code applies to any course activity, you should request clarification from the instructor. The honor pledge is as follows:

"I pledge to support the Honor System of Old Dominion University. I will refrain from any form of academic dishonesty or deception, such as cheating or plagiarism. I am aware that as a member of the academic community, it is my responsibility to turn in all suspected violators of the Honor Code. I will report to a hearing if summoned."

In particular, submitting anything that is not your own work without proper attribution (giving credit to the original author) is plagiarism and is considered to be an honor code violation. It is not acceptable to copy source code or written work from any other source (including other students), unless explicitly allowed in the assignment statement. In cases where using resources such as the Internet is allowed, proper attribution must be given.

Any evidence of an honor code violation (cheating) will result in a ZERO grade for the assignment/exam, and the incident will be submitted to the ODU Honor Council for further review. Note that honor code violations can result in a permanent notation being placed on the student's transcript. Evidence of cheating may include a student being unable to satisfactorily answer questions asked by the instructor about a submitted solution. Cheating includes not only receiving unauthorized assistance, but also giving unauthorized assistance.