

## FLORIDA STATE COLLEGE AT JACKSONVILLE

## COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: LIS 1002

COURSE TITLE: Information Literacy

PREREQUISITE(S): None

COREQUISITE(S): None

CREDIT HOURS: 1

CONTACT HOURS/WEEK: 1 (on-line)

CONTACT HOUR BREAKDOWN:

Lecture/Discussion:	1
Laboratory:	
Other _____:	

FACULTY WORKLOAD POINTS: 1

STANDARDIZED CLASS SIZE ALLOCATION: open

CATALOG COURSE DESCRIPTION:

The course will provide students with the necessary skills for information literacy based on the Association of College & Research Libraries Information Literacy Competency Standards for Higher Education. The course would also include basic computer literacy skills.

SUGGESTED TEXT(S): provided online

IMPLEMENTATION DATE: Fall Term, 2002 (20031)

REVIEW OR MODIFICATION DATE: Fall Term, 2008 (20091) - Outline Review 2007

COURSE TOPICS	CONTACT HOURS <u>PER TOPIC</u>
I. Identify the Need for Information	2
II. Select the Most Appropriate Information Retrieval System	2
III. Acquire Pertinent Information	3
IV. Evaluate the Information Obtained	3
V. Manipulate it in a Usable Form	3
VI. Communicate the Information	2



NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

<b>Section 1</b>	
<b>COURSE PREFIX AND NUMBER: LIS 1002</b>	<b>SEMESTER CREDIT HOURS (CC): 1</b> CONTACT HOURS (NCC): _____
<b>COURSE TITLE: Information Literacy</b>	

**Section 2**  
**TYPE OF COURSE: (Click on the box to check all that apply)**

<input type="checkbox"/> AA Elective	<input type="checkbox"/> AS Required Professional Course	<input type="checkbox"/> College Prep
<input type="checkbox"/> AS Professional Elective	<input type="checkbox"/> AAS Required Professional Course	<input type="checkbox"/> Technical Certificate
<input type="checkbox"/> Other _____	<input type="checkbox"/> PSAV	<input type="checkbox"/> Apprenticeship
<input type="checkbox"/> General Education: (For General Education courses, you must also complete Section 3 and Section 7)		

**Section 3 (If applicable)**  
**INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES:**

<input checked="" type="checkbox"/> Communications	<input type="checkbox"/> Social & Behavioral Sciences	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Natural Sciences	<input type="checkbox"/> Humanities	

**Section 4**  
**INTELLECTUAL COMPETENCIES:**

<input checked="" type="checkbox"/> Reading	<input type="checkbox"/> Speaking	<input checked="" type="checkbox"/> Critical Analysis	<input type="checkbox"/> Quantitative Skills	<input type="checkbox"/> Scientific Method of Inquiry
<input type="checkbox"/> Writing	<input type="checkbox"/> Listening	<input checked="" type="checkbox"/> Information Literacy	<input checked="" type="checkbox"/> Ethical Judgment	<input type="checkbox"/> Working Collaboratively

<b>Section 5</b>	<b>LEARNING OUTCOMES</b>	<b>METHOD OF ASSESSMENT</b>
	<u>Identify the need for information</u> <ul style="list-style-type: none"> <li>Determine the nature and extent of the information needed.</li> <li>Define and articulate the need for information.</li> <li>Define and modify the information needed to achieve a manageable focus.</li> <li>Identify key concepts and terms that describe the information need.</li> <li>Synthesize main ideas to construct new concepts.</li> </ul>	Discussion Questions, Quizzes and Interactive Activities
	<u>Select the most appropriate information retrieval system</u> <ul style="list-style-type: none"> <li>Identify a variety of types and formats of potential sources for information.</li> <li>Access needed information effectively and efficiently.</li> <li>Select the most appropriate investigative methods or information retrieval system for accessing the needed information.</li> </ul>	Discussion Questions, Quizzes and Interactive Activities

**Section 5 (Continued)****Section 5****LEARNING OUTCOMES****METHOD OF ASSESSMENT**Acquire pertinent information

- Evaluate the nature and extent of the information need.
- Construct and implement effectively-designed search strategies.
- Retrieve information online or in person using a variety of methods.
- Refine search strategies if necessary.

Discussion Questions, Quizzes and Interactive Activities.

Evaluate the information obtained

- Evaluate information and its source critically and incorporate selected information into his or her knowledge base.
- Summarize the main ideas to be extracted from the information gathered.
- Articulate and apply initial criteria for evaluating both the information and its sources.
- Synthesize main ideas to construct new concepts.
- Determine whether the initial topic should be revised.
- Revise the topic if needed.

Discussion Questions, Quizzes and Interactive Activities.

Manipulate information in a usable form

- Use information effectively to accomplish a specific purpose.
- Extract, record, and manage the information and its sources.
- Understand computer hardware capability, design, purpose and interrelation among peripherals.
- Understand operating systems' concepts and terms.
- Demonstrate a working knowledge of word processing software; i.e. Microsoft Word basics, opening a document, formatting text, copying and moving text, spell checking, saving a document.
- Acquire a working knowledge of spreadsheet software; i.e. Microsoft Excel basics, sorting data, creating a chart, printing worksheets.
- Acquire a working knowledge of presentation software; i.e. Microsoft basics, organizing slides, adding charts and tables, printing a presentation.

Discussion Questions, Quizzes and Interactive Activities.

Communicate the information

- Communicate the information effectively to others.
- Understand many of the economic, legal and social issues surrounding the use of information, and access and use information ethically and legally.
- Follow laws, regulations, institutional policies, and etiquette related to the access and use of information resources.
- Acknowledge the use of information sources in communicating the product or performance.
- Understand security issues; i.e. properties of a secure password, digital signatures, dangers posted, by hackers.
- Understand internet-transmitted viruses and prevention; i.e. steps to remove a virus, issues to consider when using anti-virus software.

Discussion Questions, Quizzes and Interactive Activities.

**Section 5 (Continued)**

<b>Section 5</b> <b>LEARNING OUTCOMES</b>	<b>METHOD OF ASSESSMENT</b>
<ul style="list-style-type: none"><li>• Understand how to use e-mail; i.e. send a message, the importance of reviewing and replying to messages and List-Servs.</li></ul>	

**Section 8**

Name of Person Completing This Form: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 7 MUST BE COMPLETED FOR ALL GENERAL EDUCATION COURSES ONLY (exclude AA electives)**

<b>Section 7</b>	<b>Primary</b>	<b>Second ary</b>	<b>N/A</b>	<b>KNOWLEDGE</b>	<b>Primary</b>	<b>Second ary</b>	<b>N/A</b>	<b>VALUE</b>
A. Global and Historical Knowledge & Understanding					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Intellectual honesty
• Comprehends a general knowledge of the nature, origins and contributions of major civilizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Curiosity and openness to new ideas
• Comprehends the workings and interrelations of personal, business and government economies	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Recognition of one's own creative potential
• Comprehends political, social and economic systems and their effects upon society	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Acceptance of and respect for differences among people and cultures
B. Cultural and Aesthetic Knowledge and Understanding								
• Comprehends the contributions of the arts and humanities to the human experience on a personal, national or global level	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Civic Engagement
• Comprehends the historical development of the arts and sciences	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lifelong Learning
• Comprehends religious and cultural systems and their effects upon society	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
C. Human Awareness and Understanding								
• Comprehends the dynamics of human behavior and the process of increasing self-awareness, growth and development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
• Comprehends the stages of human development and the dynamics of human relationships in diverse cultures	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
• Comprehends the factors that promote physical, mental and social well-being	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>					
D. Mathematics, Science and Technology								
• Comprehends the basic concepts and investigative processes of the natural sciences	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
• Comprehends the breadth, significance and development of the mathematical sciences	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
• Comprehends the ways science and technology have shaped and continue to reshape human cultures and the environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>					

**Section 8**

Name of Person Completing This Form: \_\_\_\_\_

Date: \_\_\_\_\_