**University of Kentucky**  
**School of Library & Information Science (SLIS)**  
**IS200-201 Information Literacy & Critical Thinking**  
**Fall 2013**  
**Aug. 28-Dec. 13**

**Instructor**  
Susan MacDonell, MLIS  
Instuctor  
macdonell.susan@uky.edu  
859-218-2297

**Office Hours**  
- Monday & Wednesday (5:30-7:30PM)  
  (virtually) and by appointment  
- Email for appointment  
- Will respond within 24 hours

**Class Information**  
- Online  
- Final Exam: Week of Dec. 7

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**COURSE INFORMATION**

**Course Description**  
Emphasizing critical inquiry and critical thinking, this course will explore the theories and definitions surrounding the term “information literacy.” Students will put this theory into practice by developing problem-solving skills that allow them to meet information needs throughout their lifetimes. Students will gain a better understanding of how information and knowledge function in society and will discover methods of finding, accessing, evaluating, and using different information sources in an effective and ethical manner.

**Course Objectives**  
By the end of this course, students will be able to:

1. Describe and apply information & digital literacy to different contexts.  
2. Understand how knowledge is produced in society and engage in knowledge production.  
3. Develop critical thinking skills enabling them to analyze and evaluate sources and information.  
4. Create appropriate research questions for pertinent information discovery in different situations.  
5. Determine and access the most appropriate information sources for different contexts.  
6. Evaluate information and information sources to meet different information needs.  
7. Use information to solve problems and understand current issues in society.  
8. Understand the ethical responsibilities of using information in print and online.

**Required Reading**  
Other readings available online or through UK’s Online Journals.
STUDENT EVALUATION

Grading Parameters
Evaluating Information Activity 15%
Quizzes 25%
Weekly Exercises 25%
Final Project (Annotated Bibliography) 25%
Participation 10%

Grading Scale
90% – 100% = A (Exceptional Achievement)
80% – 89% = B (High Achievement)
70% – 79% = C (Average Achievement)
60% – 69% = D
0% – 59% = (Failing)

Attendance and Participation
Though this is a distance-learning course, we will rely heavily on class discussion as we discover methods of research and inquiry. You are expected to check the Blackboard site at least twice a week and to be prepared with questions and comments about the readings. Engaged and respectful discussion is necessary for the success of this class.

An absence in this class is a week of no activity on Blackboard. Any student who misses more than 1/5 of the class will automatically fail the course.

Late Assignments
Assignment due dates are indicated on the daily schedule. Late assignments are not accepted unless arrangements have been made with the instructor prior to the due date.

Course Assignments
Evaluating Information
Since evaluation of information is key to choosing the correct information to use, students will write a 2-3 page review of a resource of their choosing to determine its strengths and weaknesses and decide if it meets its audience’s needs.

Final Project: Annotated Bibliography
To become familiar with a wide variety of resources, students will write an annotated bibliography of ten sources for a topic chosen by the student (with instructor approval). The resources may be any that the student can provide evidence for being a reputable resource. Annotated bibliographies will include a
summary of the resource and its usefulness to the project topic. Students should also link to the resource if available online.

**Discussion Board (Participation)**
Students are required to participate in discussion on the Blackboard Discussion Board every week. Students must both post original comments and respond to their peers. Only students with thoughtful, original, and frequent posts will receive full points.

**Quizzes**
Quizzes will be given periodically to determine student comprehension of readings, discussions, and lectures.

**Weekly Exercises**
Students will complete a variety of exercises every week that apply skills and concepts covered in the readings and lectures.

**Course Policies**

**Plagiarism**
Part II of Student Rights and Responsibilities (6.3.1; online at http://www.uky.edu/StudentAffairs/Code/part2.html) states:

All academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about a question of plagiarism involving their work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgment of the fact, the students are guilty of plagiarism.

Plagiarism includes reproducing someone else’s work, whether it be published article, chapter of a book, a paper from a friend or some file, or whatever. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be. Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone.

When a student’s assignment involves research in outside sources or information, the student must carefully acknowledge exactly what, where and how he/she has employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain.

Make sure to properly cite in all your assignments. Plagiarized work may be given a zero. Repeat offenses will result in a failing grade for the course.

**Posting to the Class Discussion Board**
For the discussion board, make the content of the post recognizable through the subject line. For example,
if you wanted to refer to a class reading, you could put the author and title of the article in the subject line. If you have a question about a class policy or assignment, please post it in the “Questions and Comments” section so others can benefit from my response.

Netiquette
All class discussions should be respectful and intellectually stimulating. I don’t expect problems to occur in our discussions, but if someone attacks you on the discussion board, I would prefer that you allow me to handle the situation. If you must reply, do not attack the individual in turn.

Class Schedule
Learning does not always happen on schedule, and so changes may be made to meet the individual needs of the class. You will be responsible for checking the online syllabus and schedule before beginning your homework for any changes or updates.

E-mail Policy
Please allow 24 hours for me to respond to your e-mail during the school week. On weekends, I will try to answer your e-mails, but I may not be able to do so until Monday. I ask that before you e-mail me with questions, please read your assignment information and syllabus carefully. If you have not heard from me within 24 hours, please send a follow-up e-mail or speak with me in person.

Submission of Assignments
All homework must include your name, my name, the course, and the date. When submitting assignments on Blackboard, make sure to give your work a document name to indicate what the item is. For example, you may title your evaluating information activity "Last Name Info Eval." You are responsible for keeping back-up (I recommend several) copies of all your work since electronic texts can be lost. All assignments must be written in Standard English with correct grammar, spelling, and punctuation. Assignments are to be completed solely by the individual.

Self-Discipline
Distance learning courses require self-discipline and patience. Since technological issues can and will occur, do not wait until the last minute to work on your assignments. Schedule time to check the Blackboard site at least twice a week, if not more.

Office Hours
I will be available to speak with you virtually during office hours through the Blackboard Virtual Classroom application for those of you with questions. This allows us to chat and share links and files. If you cannot make it to the scheduled office hours, please make an appointment to speak with me.

Reference Librarians
The reference librarians on the 2nd floor, North Wing of W.T. Young Library are more than happy to help you with your research for this class and any class you have. Please feel free to visit, call, e-mail, or chat with them, unless your assignment requests that you do not seek their assistance. See the Libraries’ Homepage for more information.

Academic Ombud
Lee A. Edgerton, the Academic Ombud will assist you with a variety of issues, including grade disputes. He is in 109 Bradley Hall and his number is 859-257-3737. You can e-mail him at ombud@uky.edu.

Disability Services
If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability
documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation that details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or jkarnes@email.uky.edu.

TECHNOLOGY INFORMATION & RESOURCES

Distance Learning Students are expected to have a minimum level of technological acumen and the availability of technological resources. Students must have regular access a computer with a reliable Internet connection and audio capabilities. Internet Explorer 7 (IE) or Firefox 2.x are the recommended browsers for those using a Windows-based PC. Those using Firefox 3.x may encounter problems with assignment uploads. Those using an Apple computer with MAC OS X (10.5.x) may use Firefox 3.x or Safari 3.x. You may have trouble accessing the hyperlinks when using Safari. I have also found Google Chrome to be quite a fantastic alternative.

Please be certain that your computer and/or browser allow you to view Adobe Reader documents (.pdf). Microsoft Office and other software products are free for students: https://iweb.uky.edu/MSDownload/.

As your instructor, I am your first go-to person for technology problems. If you need more immediate assistance, please contact UKIT.

Information Technology Customer Service Center (UKIT)
http://www.uky.edu/UKIT/; 859-218-4357

Library Services
Distance Learning Services
http://www.uky.edu/Libraries/DLLS
• Carla Cantagallo, DL Librarian
• Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
• Email: dllservice@email.uky.edu
• DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16

Course Reserves

GENERAL COURSE POLICIES

Policies concerning academic integrity, excused absences and academic accommodations due to disability are available online at:
http://ci.uky.edu/lis/sites/default/files/policies.pdf
## Course Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Readings &amp; Exercises</th>
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<tbody>
<tr>
<td>Aug. 28-31</td>
<td>Introduction to the course</td>
<td>What is information and digital literacy? Read:</td>
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<td>The entire syllabus</td>
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<td>President Obama’s Proclamation on Digital Literacy Month</td>
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<td>Wikipedia, Digital Literacy, Information Literacy (first 3 sections), New Literacies</td>
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<td>Assignment: None this week</td>
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<td>Sept. 1-7</td>
<td>Critical Thinking</td>
<td>How do you define &quot;critical thinking?&quot; Read:</td>
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<td>Chapter 1, pp. 1-14</td>
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<td>Assignment: None this week</td>
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<td>Sept. 8-14</td>
<td>Information Production &amp; Planning</td>
<td>Read:</td>
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<td><em><strong>Quiz this week!</strong></em></td>
<td>Van Rhys, Chapter 2, pp. 29-42.</td>
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<td>Assignment: Mind mapping, Due Sept. 15.</td>
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<td>Sept. 15-21</td>
<td>Information Organization</td>
<td>Read:</td>
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<td>Library of Congress Classification</td>
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<td>Dewey Decimal Classification System (Wikipedia, all sections)</td>
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<td>Assignment: Using Pinterest to classify information, Due Sept. 22.</td>
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<td>Sept. 22-28</td>
<td>Conducting Research</td>
<td>Read:</td>
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<td>Van Rhys, Chapter 2, pp. 29-42.</td>
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<td>Assignment: Choosing a Research Topic, Due Sept. 29.</td>
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<td>Sept. 29-Oct. 5</td>
<td>Information Seeking (Traditional)</td>
<td>Read:</td>
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<td>Van Rhys, Chapter 3, pp. 49-73.</td>
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<td>Assignment: Activity #4 of &quot;Practicing your Research&quot; p. 74 in Van Rhys, Due Oct. 6.</td>
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<td>Oct. 6-12</td>
<td>Information Seeking (Digital)</td>
<td>Read:</td>
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<td><em><strong>Quiz this week!</strong></em></td>
<td>Van Rhys, Chapter 4, pp. 75-103.</td>
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<td>Oct. 20-26</td>
<td>Human Sources</td>
<td>Van Rhys, Chapter 5, pp. 105-123</td>
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<td>Nov. 3-9</td>
<td>Government Information</td>
<td>Freedom of Information Act (Read through all sections of the Learn tab)</td>
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<td>Nov. 10-16</td>
<td>Ethics</td>
<td>Van Rhys, Chapter 7, pp. 155-164.</td>
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<td>Nov. 17-23</td>
<td>Copyright</td>
<td>Copyright Basics, pp. 1-5.</td>
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<td>Date</td>
<td>Topic</td>
<td>Instructions</td>
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<tr>
<td>Dec. 8-13</td>
<td>Course Evaluation</td>
<td><em><strong>Final Projects Due</strong></em></td>
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