Library 10: Information Research
Cabrillo College – Fall 2018

Instructor: Debra Roussopoulos
Email: derousso@cabrillo.edu
Library Reference desk: 479-6163
My Reference desk hours:
Mondays: 2:30 – 8pm
Tuesdays & Wednesdays: 2:30 – 5pm

Course description:
Library 10 teaches the process of access and evaluation of print and online sources for research. The course is designed to be taken with English 1A. You will learn to use the library’s catalog and full text databases to find academic articles and print materials. You will learn how to evaluate sources and create citations for a works cited list. And, you will learn about Internet ethics and privacy, and how to participate in online communities of learning.

Library 10 is an online class. The course is structured around: a) required text: Library 10 Handbook b) quizzes, assignments, and a final exam available in the Canvas Online Learning System. In addition, you will need a library card (see below).

Student Learning Outcomes:
- Synthesize and apply evaluative techniques to select quality information sources from a variety of resources.
- Construct a works cited list using the Modern Language Association (MLA), 8th edition.

Due dates:
<table>
<thead>
<tr>
<th>ASAP – First week of the semester</th>
<th>• Get a library card (free) at the Cabrillo Library or Watsonville ILC</th>
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<tbody>
<tr>
<td></td>
<td>• Purchase Library 10 Handbook at the college bookstore</td>
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<td>• Read the Syllabus</td>
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<td>• Login and explore our course on Canvas: <a href="https://cabrillo.instructure.com/">https://cabrillo.instructure.com/</a></td>
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<td></td>
<td>• Your Canvas login is now your student ID &amp; Web Advisor password</td>
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<tr>
<td>Sept. 10</td>
<td>• Chapters/Modules/Quizzes 1 &amp; 2</td>
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<tr>
<td>Sept. 17</td>
<td>• Chapters/Modules/Quizzes 3 &amp; 4</td>
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<td>Oct. 1</td>
<td>• Chapter/Module/Quiz 5</td>
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<tr>
<td>Oct. 1</td>
<td>• Assignment 1</td>
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<td>Oct. 8</td>
<td>• Chapter/Module/Quiz 6</td>
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<td>Oct. 15</td>
<td>• Chapter/Module/Quiz 7</td>
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<td>Oct. 22</td>
<td>• Chapters/Modules/Quizzes 8 &amp; 9</td>
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<td>Nov. 5</td>
<td>• Chapter/Module/Quiz 10</td>
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<td>Nov. 5</td>
<td>• Assignment 2</td>
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<td>Dec. 3 - 10</td>
<td>• Final Exam</td>
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Grading
- Quizzes: 100 points; Assignments: 100 points; Final exam: 100 points
- Total: 300 points
- 1 Extra credit option available; see Canvas for more information
- A = 270-300
- B= 239-269
- C= 210-239
- D= 180-209; F= less than 180
Academic Dishonesty:
Plagiarism and cheating are serious offenses and will not be tolerated. Do your own work!

“Plagiarism is the conscious or inadvertent failure to identify the contributions of others. It occurs when someone borrows any part of another’s work and submits it as his or her own work without crediting its author. A failure to credit others may result in one or more of the following: the student receiving a failing grade on the assignment, a failing grade for the course, or suspension from the college. Students are expected to know how to credit sources, how to quote and paraphrase, and how to avoid plagiarizing the work of others. If you are unsure, ask your instructor for assistance before you submit your work for credit” (Cabrillo College Catalog).

Course Conduct:
Students must treat each other and their instructors with respect. Any student behaving or communicating in a rude or disrespectful manner will be reported to the Dean of Student Services.

Accommodations for Disabilities:
All students needing accommodations should inform the instructor as soon as possible. Veterans may qualify for accommodations. Wounded Warriors may have acquired injuries which through the American with Disabilities Act (ADA) entitles the use of accommodations to ensure equal opportunity for students with verified disabilities. To determine if you qualify or need assistance with an accommodation, please contact the Accessibility Support Center (formerly DSPS), Room 1065-1074, 479-6379.

Frequently Asked Questions

Are there any required materials for the class?
• Text: Library 10 Handbook is available at the college bookstore. Please purchase early. If the bookstore is out of handbooks, you may special order a copy (allow a one-week turnaround).
• You will need a free Cabrillo Library Card for off-campus access to the library databases.
• You must use Canvas to participate in this course. You will need a computer with Internet access.
  Note: Computers are available for students to use on campus, at the Cabrillo Library, the Hub, the Computer Technology Center (Bldg. 1400), and Watsonville ILC.

Where and when does the class meet on campus?
• You do not have to come to campus to complete the course. All course work will be done online.

How much time should I be spending on this class?
• You should be prepared to spend approximately 3.75 hours per week on the course material.

How do I submit Quizzes, Assignments and the Final Exam?
• All coursework is submitted online, via our Canvas site. See links for Canvas help videos below.
• Quizzes are untimed; 2 attempts are allowed. The final exam is timed.
• Assignments - uploaded to Canvas. You will need to word process or convert to pdf for Assign. 2.
• Weekly or bi-weekly announcements inform students of upcoming due dates. If you are not receiving the course announcements in your email, check your contact settings in Canvas or notify me ASAP.

Can I submit work early?
• Yes. All lessons, quizzes and assignments are available for you to complete from the very first day of class. Exception: You must wait to take the Final Exam (available on Mon. Dec. 3).

How do I get help or ask questions?
• Email me, visit, or call the Library Reference Desk and ask a librarian if you have questions. We are here to help you succeed!

I’ve never used Canvas. What should I do?
• Canvas Student Overview: https://community.canvaslms.com/videos/1124
• Canvas Student Guide: https://community.canvaslms.com/docs/DOC-4121
• Cabrillo Distance Learning Help Desk: 831-479-5030, tlc@cabrillo.edu