Course Information
Section Number: 3604
Course Number: LIBR101
Prerequisites: None
Advisories: Eligibility for or enrollment in ENGL802

Instructor
Glorian Sipman, MLS
Phone: (760) 795-6722
Office: OC 1278
gsipman@miracosta.edu
http://www.miracosta.edu/home/gsipman

Meeting Time & Location: OPEN ENTRY/OPEN EXIT; work will be done in the Oceanside Campus Library and using the Web.

Enrolled students must contact Glorian Sipman to arrange a brief course orientation (e-mail: gsipman@miracosta.edu; phone: (760) 795-6722; Oceanside Reference Desk: Wed. 5-9:30 pm, Thurs. 8-10 am; also available by appointment).

About this Course
The lessons and assignments have been designed to introduce you to the effective and efficient use of the college library for the preparation of class assignments, essays, term papers, and speeches. You will become acquainted with the online catalogs, basic bibliographic tools and a variety of electronic databases. You will acquire fundamental skills that can be applied to any research query in any library.

The class will be taught in a laboratory, self-paced setting, in the MiraCosta College Library & Information Hub, Oceanside campus and requires approximately 32 hours of work. If you have questions about the assignments you may ask any Librarian at the Reference Desk for assistance. You may also work on your assignments at our San Elijo campus library, and some assignments may be completed over the Internet from any location.

If you drop this class or decide to stop attending, it is your responsibility to complete the drop process. **The last day to drop with the option of "W" is May 1, 2009.**

Student Learning Outcomes
Upon completion of this course, students will successfully meet the following learning outcomes:

1. The student will utilize appropriate search tools to meet a specific information need.

2. Given a specific research topic, the student will select appropriate sources, distinguishing between background and current information, and popular and scholarly sources.

3. The student will critically evaluate the credibility of a given website by assessing its authority, accuracy, currency, and point of view.

4. The student will identify and select keywords and search terms that represent an information need or research question.

5. Given a specific information source, the student will construct a correct citation in APA or MLA citation format.
Textbook
*Workbook in Library Skills*, Internet Edition: a combination text and workbook consisting of 16 units. The workbook is available online at:

[http://www.miracosta.edu/StudentServices/library/LIBR101Workbook.htm](http://www.miracosta.edu/StudentServices/library/LIBR101Workbook.htm)

Students must follow the schedule of due dates below according to their class registration date. Assignments turned in late will result in a lower grade. **All workbook assignments must be completed by Friday, May 15, 2009. All assignments MUST be completed to take the final exam.**

**Examinations and Grading**

| Workbook: | 75% |
| Final examination: | 25% |

The final examination must be completed on or before Wednesday, May 20. The final is an objective examination, to be taken upon completion of the workbook assignments. Please arrange a specific time to take the final exam with the instructor.

**Additional Information**

If you have a disability, you are encouraged to contact Disabled Students Programs & Services at 795-6658. Their office is located in Building 3000, adjacent to Parking lot 3C. They will help you determine what assistance is available for you.

**Class Schedule & Important Dates for LIBR 101**

<table>
<thead>
<tr>
<th>Assignment(s)</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Unit 1</td>
<td>Orientation date with Instructor</td>
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<tr>
<td>Units 2-3</td>
<td>Wednesday, April 1, 2009</td>
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<tr>
<td>Units 4-5</td>
<td>Wednesday, April 8, 2009</td>
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<tr>
<td>Units 6-8</td>
<td>Wednesday, April 15, 2009</td>
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<tr>
<td>Units 9-12</td>
<td>Wednesday, April 29, 2009</td>
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<tr>
<td>Units 13-16</td>
<td>Friday, May 15, 2009</td>
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<tr>
<td><strong>Final Exam</strong></td>
<td><strong>Must be taken by Wednesday, May 20, 2009</strong></td>
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