

LIB 100: Information Fluency in the Digital World

Course Competencies, Spring 2009

Through LIB 100, students will learn to:

- Define and articulate their need for information as it relates to a specific project.
- Select appropriate search tools (catalogs, databases, Internet search engines, Indexes, etc.) in order to satisfy research requirements.
- Implement effective search techniques (Boolean logic, online search mechanics, subject searching, etc.) to generate relevant data to satisfy research requirements.
- Evaluate materials in print, electronic, & audiovisual formats to verify their authority, purpose, accuracy, relevancy, and reasonableness.
- Organize and synthesize a collection of informational resources to create a cohesive body of knowledge that documents the development of a particular research process.
- Interact effectively and ethically with their instructor and peers through a digital learning management system (WebCT). This will include participation in class chat rooms, mail systems, file-sharing and management tasks, and e-portfolio building.
- Demonstrate an understanding of how to format, edit, and effectively create documents using Microsoft Word
- Demonstrate an understanding of how to design a template, bullet lists, import graphics, and use basic animation in the Microsoft PowerPoint program.
- Demonstrate an understanding of how to use formulas, graph data, and sort data in a logical capacity by using Microsoft Excel.