INTRODUCTION TO INFORMATION LITERACY

7 October 2016

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ITU Library Website
WELCOME TO THE ITU LIBRARY & RESOURCE CENTER
INFORMATION LITERACY

1. Information literacy?
2. Describe the research process
3. Effective searching tips
4. Criteria to evaluate information
5. Legal use (copyright, trademarks)
6. Ethical use (plagiarism, acknowledge)
7. Citation tools and styles (APA)
8. ITU library resources & services
9. Subscriber Databases
Activity #1: Watch the following video then discuss why information literacy is important.

VIDEO
Presented by
the Association of College Research Libraries
[hosted on Youtube]

Information Literacy Why Is It Important
Information Literacy

“… set of abilities requiring individuals to recognize when information is needed and have the ability to locate, evaluate, and use effectively the needed information.”

Association of College Research Libraries (ACRL) 2000. The Information Literacy Competency Standards for Higher Education
Plagiarism, Copyright, Fair Use

- **Intellectual property** (IP), Trademarks, Patents, Copyright
- **Copyright**: Author’s Legal right to reproduce, publish, sell IP
- **Plagiarism**: Present someone else’s work as one’s own
- **Fair use**: Paraphrase, quote, photocopy “reasonable” amounts for non-profit; ACKNOWLEDGE (cite, e.g. APA style)
- **Public Domain**: Not protected by IP laws: *copyright*, trademark, patents
- **Warning**: Internet bots, law suits, destroy career, scientist?
- **Protection**: Know rights, law; acknowledge, cite. Write owner for permission
Information / Research Cycle

Define Purpose

Search Access

Evaluate Select

Use Apply

Acknowledge, Cite, Ethical Use

Communicate Honesty

Write

Cite

ACKNOWLEDGE

Reflect

TASK: Question
Decision
Problem
Argument
Review
Comparison
Criticism

Reduce overload, knowledge, insight, wisdom, inspiration, creativity, empathy, TRUTH

# Evaluate Sources

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Tips</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authority / Publisher</td>
<td>contact details, expert? Opinionated? Credibility? Bias? No author? Red flag</td>
</tr>
<tr>
<td>Organization</td>
<td>.gov .edu .org .com .net; Contents, Index</td>
</tr>
<tr>
<td>Currency</td>
<td>Last updated? Active links? Evidence? Academic scholarly sources</td>
</tr>
<tr>
<td>Accuracy</td>
<td>Sources? Citations, Verified?</td>
</tr>
<tr>
<td>Coverage / Scope</td>
<td>Relevance, sufficient details</td>
</tr>
<tr>
<td>Objectivity / Bias</td>
<td>Opinion or fact? propaganda</td>
</tr>
<tr>
<td>Type of Information</td>
<td>Book, newspaper, image, blog, journal, website</td>
</tr>
<tr>
<td>Appropriateness</td>
<td>Task, audience, advertising (agenda)</td>
</tr>
</tbody>
</table>
Step 1: Develop your topic:
- Select a topic – Research Qs – Keywords – Background info. – Refine topic further. Use wildcards (* #), Boolean (and, or, not), Nesting, Synonyms
- Useful reference: Dr. Martin Luther King, Jr. Library. Start your research

Step 2: Locate quality information:
- Search engines: Dogpile, Bing, Google Scholar
- Library subscription databases: ITU Library Catalog, ACM, Ebsco, NYTimes
- Types: Primary: Raw data, news report; Secondary: Books, e-books, articles, videos, images, websites - .gov, .edu, .org
- Use Citation Tools: Manage references with Mendeley, EndNote, RefWorks.
- Use a style guide, e.g. APA, MLA, Harvard
- Wikipedia's comprehensive comparison of reference management software

Step 3: Evaluate Information
- Revisit your purpose/audience – Evaluate for relevance, appropriateness, authorship, reputation, scope/coverage, accuracy, objectivity/bias, currency,
- Scholarly?: Periodical or popular magazine? Blog? Tweet?
• **Step 4: Plan, Take notes, Write and Re-write!**
  - **Plan/outline:** Outline your paper, purpose, goal/objectives, audience
  - **Note-taking:** Technique that suits your learning style. [Dartmouth College Video](https://www.dartmouth.edu/~wesd economical/reading.html)
  - **Literature:** Review quality sources to ‘answer’ your research question

• **Step 5: Cite / Acknowledge Sources**
  - **APA Style Guide:** [Johnson & Wales University APA Style Guide](http://library.jwu.edu/research APA Guide)
  - **APA In-text referencing (in body of paper):** [J&W APA Examples](http://library.jwu.edu/research APA Guide)
  - **Bibliography and References – style guide**
  - **See:** [Comparison of Reference Management Software (Wikipedia)](http://library.jwu.edu/research APA Guide)

• **Step 6: Check Honesty, Ethics, Plagiarism, Copyright**
  - **See:** [Plagiarism.org](http://library.jwu.edu/research APA Guide) and [U.S. Copyright Office](http://library.jwu.edu/research APA Guide)
  - **Use:** [style guide (APA)](http://library.jwu.edu/research APA Guide), in-text, bibliography, references
Activity #4: Evaluating research information

Determine Website Credibility

DISCUSS
1. What makes sources lack credibility?
2. Write a ‘checklist’ for information credibility
3. What is a good way to narrow search results for more scholarly resources?

Video: Determine Website Credibility, presented by Xtranormal
Activity #5 (cont.): Plagiarism, Copyright & Fair Use: Using information effectively

LIS 665 Information Literacy Copyright Fair Use by Kim Allman, produced by Powtoon

Questions for Discussion

1. What is copyright? Plagiarism?
2. What are exceptions to copyright?
3. What are consequences of “infringing” copyright?
4. How can you protect yourself from copyright infringement?
What is copyright & Fair Use

- Intellectual property that protects the expression of a creative idea in a tangible form. (U.S. Copyright Act)
- Right to copy, distribute copies, and make changes to the original copyrighted work, (known as derivative works).
- IF IN DOUBT, get permission from owner & acknowledge.
- How do I know if an image, piece of text, is in the public domain?

The ITU Library Website gives additional carefully chosen links to resources about copyright & plagiarism
### RECOMMENDED RESOURCES

- **Information Literacy Copyright Fair Use** by Kim Allman, video by Powtoon
- **Publishing Your Graduate Work with UMI®** by Proquest/UMI
- **Copyright Basics for Graduate** by Univ. of Oregon
- **Student’s Guide to Copyright & Fair Use** by Univ. of Illinois
- **U.S. Copyright Office**
- **Copyright or wrong? A brief guide to copyright images** by Kyle Stedman

See APA Style Guide for correct formatting
Activity #6 Citing Effectively: Style Guides & Citation Tools

- What is the APA Style Guide?
- List the names of other style guides.
- What is the purpose of a style guide?
- Go to: Johnson & Wales University APA Style Guide and J&W APA Examples and bookmark the resource.
- What is an “in-text reference?” How is this different from a bibliography?
- What is a ‘citation tool’? Give an example.

The ITU Library Website recommends several APA style guides to help your sources effectively, ethically, legally and honestly.
Go to: ITU Library Website and discuss the above Qs with your neighbor. Tonight, ensure you can login to the databases needed in your area(s) of study and research.
1. Information Literacy Why Is It Important (ACRL)
2. 5 Components of Information Literacy
3. Why can’t I just Google?
4. Developing a Research Question
5. Data Information and Knowledge, by Charlie Broomfield
6. Determine Website Credibility (“The Hood”) 
7. Credible websites (Detailed)
8. Eli Pariser: Beware online “filter bubbles” (Ethics)
9. LIS 665 Information Literacy Copyright Fair Use
10. What is information literacy? [Video]. ACRL, 2015
    What is plagiarism anyway?
INFORMATION LITERACY RESOURCES

2. Virginia Tech Library: Plagiarism
4. Wikipedia's comprehensive comparison of reference management software
5. Dartmouth College Videos [for] Student Success
6. Dr. Martin Luther King, Jr. Library. Start your research
7. ITU Library Website
8. Georgia Tech: Finding raw data

See APA Style Guide for correct formatting
INFORMATION LITERACY RESOURCES

1. Digital and information literacy in undergraduate teaching. London School of Economics (LSE), 2015
2. Assoc. of College Research Libraries (ACRL) 2000 Information Literacy Competency Standards for Higher Education
3. Williamette University: Scholarly vs. Popular Website
4. Uni of CA, Santa Cruz: Primary vs. Secondary Website
5. Georgia Tech: Finding raw data Website
6. Copyright or wrong? A brief guide to copyright images by Kyle Stedman. Video (YouTube)
7. Information Literacy Copyright Fair Use by Kim Allman, Youtube video by Powtoon
8. Publishing Your Graduate Work with UMI® by Proquest/UMI
9. Student’s Guide to Copyright & Fair Use by Univ. of Illinois
10. Copyright Basics for Graduate by Univ. of Oregon Website

See APA Style Guide for correct formatting
Learn

Celebrate

Life
Visit the library team or website on or off campus to get help with your research.