

Syllabus

Introduction to Information Literacy & Technology

Davis 208| M/W/F 9:40 – 10:30 am

3 credit hours

Instructor Information

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Davis 212/ 13 Gibbes Court| 803.777.4436
Office Hours: TR 10-noon,
and by appointment

ISCI 202 introduces students to the basic information technologies used in all types of information organizations and the essential concepts and skills needed for information literacy.

Intended Audience:

Students in Information Science as well as other undergraduates interested in information literacy and technology. This course fulfills the Carolina Core INF requirement.

Course Goals:

- Introduce key concepts and issues related to information sources
- Determine the nature and extent of information needed
- Identify and access sources of information applicable to the need
- Evaluate information and its sources for credibility, reliability, bias, and currency

- Employ appropriate conventions for integrating and citing sources ethically and legally

- Use, manage, and communicate information using appropriate technology to accomplish a specific purpose

- Provide basic knowledge and skills needed to understand information environments

Teaching Approach:

In order to achieve the above listed goals and outcomes, the instructors will foster an open learning environment that combines traditional lectures with discussion, activities, and trips to information centers. Students will contribute to the success of the course through active participation, formal presentations with written assignments, and thoughtful class involvement.

Please be respectful of each other, the instructor, and any guest presenters while in class. We are all here to learn and share ideas. Any disrespectful or disruptive behavior may result in your referral to the [Office of Student Conduct and Academic Integrity](#).

Attendance Policy:

You are expected to be in class, on time, each day. Per University policy, for each unexcused absence after one, 3% will be deducted from your final course grade. Absences for a number of University-approved situations, including, but not limited to illness or injury, participation in University-sponsored events, required military duty, or observance of a religious practice or holy day will be Information Literacy exercises and participation points cannot be made up except in the case of extreme illness or loss.

The student is responsible for information covered in class and is encouraged to contact another student and the instructor for notes, handouts, etc. All content used in class will be uploaded to Blackboard.

Professionalism:

Students are expected to arrive to class on time. If a student is more than 15 minutes late, it will count as an absence.

Cell Phones

All cell phones are to be turned off or silenced during class. All cell phones are to be put away out of view during class. Failure to adhere to these classroom rules will result in academic penalties.

Laptops

There will be certain class days where having a laptop will be beneficial. The instructor will try to indicate those days ahead of time or on the Course Calendar. There will be some instances where the instructors may ask for students to close their laptops and participate in class activities (i.e. discussions, in class exercises).

Writing/Editing Assistance

This course has many of writing assignments. [The University Writing Center](#) is an important resource you should use. It's open to help any USC student needing assistance with a writing project at any stage of development. The main Writing Center is in Byrnes 703..

Academic Honesty

Assignments and examination work are expected to be the sole effort of the student submitting the work. Students are expected to follow the University of South Carolina Honor Code and should expect that every instance of a suspected violation will be reported. Students found responsible for violations of the Code will be subject to academic penalties under the Code in addition to whatever disciplinary sanctions are applied.

Cheating on a test or copying someone else's work, will result in a 0 for the work, possibly a grade of F in the course, and, in accordance with University policy, be referred to the University Committee for Academic Responsibility and may result in expulsion from the University.

The University of South Carolina Honor Code and the Carolinian Creed will be followed in this course. The Honor Code states, "It is the responsibility of every student at the University of South Carolina Columbia to adhere steadfastly to truthfulness and to avoid dishonesty, fraud, or deceit of any type in connection with any academic program. Any student who violates this Honor Code or who knowingly assists another to violate this Honor Code shall be subject to discipline."

More information of the University's Academic Honesty Policy can be found at <http://www.sc.edu/academicintegrity/honorcode.html> & <http://www.sa.sc.edu/creed/>.

All work submitted must be the student's original work and done for this class. Do **not** submit work done in other classes.

Accommodations

The [Student Disability Resource Center \(SDRC\)](#) empowers students to manage challenges and limitations imposed by disabilities. Students with disabilities are encouraged to contact me to discuss the logistics of any accommodations needed to fulfill course requirements (within the first week of the semester).

In order to receive reasonable accommodations from me, you must be registered with the Student Disability Resource Center (1705 College St., Close-Hipp, Suite 102 Columbia, SC 29208).

Any student with a documented disability should contact the SDRC to make arrangements for appropriate accommodations.

Due Dates

Assignments, not completed in class, should be submitted using Blackboard's Assignment Submission link. Assignments are due at 11:59 pm on the designated day. See the Course Calendar for due dates.

Assignments lose 20% of their point value per day late and will be counted as if the whole assignment was submitted at the time of the latest timestamp present.

Students will observe legal and ethical practices of information collection and use (e.g. copyright) when completing all assignments.

Detailed information regarding each assignment can be found in Blackboard, in the Assignments folder.

Assignments

Information Literacy (IL) Exercises (1- 5 points each)

Students will complete the IL exercises in class. Occasionally, IL exercises will need to be finished outside of class. The IL exercises are intended to reinforce topics and content taught in class. If an IL exercise is completed in class, it cannot be made up. Students may have an opportunity to earn 45 points in IL exercises, with 40 counting toward the final grade.

iSearch Paper

This assignment will require students to actively participate in the research process. Students will complete 4 tasks:

1. Topic, Research Questions and Outline
2. Search Strategies
3. Works Consulted/Annotations
4. Final Report

Please note, students will not write a research paper but participate in each step of the process.

Midterm/Final Exam

A midterm and final exam will be administered. The structure and content of the exam will be discussed in class. The exam may comprise, for example, short answer questions, essays, or in-class searching to demonstrate skills learned. The subject matter of the exam will be derived from (1) the text, (2) class lectures, (3) assigned readings, and (4) field trips. A review will be scheduled before the exam to discuss the content of the exam.

Class Participation

The points for class participation will come from a combination of attendance, contribution to discussions, and completion of in-class activities. Students will arrive on-time, prepared for each class session and ready to participate completely in class discussions and activities.

Preparation means that you will have read *all* assigned materials, attempted to understand them, and written down any issues or questions for clarification or further elaboration. Frequent lack of participation or failure to contribute in the discussion/activity portion of class will be reflected in your final course grade.

ASAP. Once you have read the syllabus in its entirety, post 4 things on the Syllabus Discussion board in BB. Post the 3rd Course Goal for the course (hint: it's on page 1 of the syllabus), the name of city you were born, the points range for B+ and the percentage of classes you can miss without penalty.

Your post must be submitted by 8/27/2021. This counts towards your IL exercise points.

Incompletes

Incompletes will be handled on a case by case basis. Students will need to provide documentation for any extenuating circumstances when an Incomplete is requested.

Grade Scale

Final letter grades are awarded as follows:

- 90 -100 points = A
85 - 89 points = B+
80 – 84 points = B
75 – 79 points = C+
70 – 74 points = C
65 - 69 points = D+
60 - 64 points = D
Below 60 points = F

	Possible Points	Total
Information Literacy Exercises (Check individual Assignments for possible points)	1-5 points	40

iSearch Paper		30
1. Topic, Outline, Research Questions	5	
1. Search Strategies	5	
1. Annotated Bibliography	10	
1. Final Report	10	
Class Participation – attendance, discussion, professionalism	5 points before midterm 5 points after midterm	10
Midterm		10
Final		10