

# Syllabus: Introduction to Library Research

LAS I 170 CRN 25049; 1 credit

March 10, 2011 - May 09, 2011; 12:30 - 1:20 PM Tuesdays and Thursdays  
Room 217 Ablah Library, Wichita State University

## Instructor:

Angela Paul, Assistant Instructor; Instruction and Outreach Librarian

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WSU Library homepage: <http://library.wichita.edu/>

Course webpage: <http://libraries.wichita.edu/subsplus/subjects/LASI%20170>

## Course Description

This course will take you through each step in the process of writing a term paper: writing a thesis statement, selecting appropriate sources, locating information in a variety of sources, organizing the information, and creating the bibliography. If you have a paper due in another class, it is recommended you use that topic as you research and locate information during this class.

## Course Objectives/Students will be able to:

- ◆ write a defensible thesis statement
- ◆ identify, evaluate, and select academically acceptable print and electronic resources
- ◆ develop a research topic and construct an effective search strategy for electronic resources
- ◆ synthesize information from different sources to create a rough draft
- ◆ correctly identify parts of a citation
- ◆ create a bibliography in a recognized style
- ◆ participate in the research process up to the point of writing (but **not** including) a finished paper

## Assignments

### *Weekly Logs*

The log will help you evaluate your findings, see your progress throughout the class, and allow me to see how well you understand the research process. Six (6) log entries will be required. There will be designated databases to use in each log. You will find the form on Blackboard. The Log should be sent weekly to the instructor as an e-mail attachment. The instructor will make comments and return it to you. Use these comments to improve your research for maximum points on your log entries. **The last log is due by midnight on the last day of class.**

### *Quizzes*

Quizzes will be found in Blackboard. Quizzes will be removed from Blackboard **at midnight on the Sunday after the last class.**

### *Final Project*

The Final Project will include a thesis statement, a bibliography of appropriate citations based on your thesis statement, and a rough draft or outline of a research paper. **The final project is due by midnight on the Friday after the last class.**

***Class participation*** and attendance will count toward your grade.

**Other requirements:** You are required to monitor Blackboard and student e-mail account regularly for announcements, course material, and returned/graded daily logs. It is recommended you save your logs on portable memory (i.e. flash drive) or a personal computer.

## Grade Requirements:

(NOTE: There will be NO FINAL EXAM.)

### Points are assigned as follows:

ASSIGNMENT		POINTS
Weekly logs (6 log entries)	15 points each	90
Class participation (16 classes)	5 points per class session	80
Survey and 7 quizzes	10 points each	80
Final project		70
<b>Total points</b>		<b>320</b>

### Grading scale:

GRADE	PERCENTAGE RANGE		POINT RANGE		GRADE
A	93.00%	100.00%	298	320.0	A
A-	90.00%	92.99%	288	297.6	A-
B+	87.00%	89.99%	278	288.0	B+
B	83.00%	86.99%	266	278.4	B
B-	80.00%	82.99%	256	265.6	B-
C+	77.00%	79.99%	246	256.0	C+
C	73.00%	76.99%	234	246.4	C
C-	70.00%	72.90%	224	233.3	C-
D+	67.00%	69.99%	214	224.0	D+
D	63.00%	66.99%	202	214.4	D
D-	60.00%	62.99%	192	201.6	D-
F	0.00%	59.99%	0	192.0	F

## Recommended Reading

These books provide useful information about using a library, the research process, and/or creating a research project. Some books are for specific fields of study. More materials may be found by searching the subjects “report writing,” “research methodology” or “internet research” and adding another topic such as “nursing” or “business.” Although no reading is required for this class, you may find these books useful resources.

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 7th ed. New York: Modern Language Association of America, 2009. Print. (Call Number: PE1478 .M57 2009 in Quick Reference)

Healy, Karen. *Writing Skills for Social Workers*. London : Sage Publications, 2007. Print. (*Call number HV29.7 .H43 2007*)

*Publication Manual of the American Psychological Association*. 6th ed. Washington, D.C.: American Psychological Association, 2010. Print. (BF76.7 .A46; in Quick Reference)

Soden, Garrett. *Looking Good on Paper: How to Create Eye-Catching Reports, Proposals, Memos, and Other Business Documents*. New York: American Management Association, 1995. Print. (*Call number: HF5719 .S65 1995*)

Thompson, Rick. *Writing for Broadcast Journalists*. New York: Routledge, 2005. (*Call number PN4784.B75 T48 2005*)

Weiss, Edmond H. *The Elements of International English Style: A Guide to Writing Correspondence, Reports, Technical Documents, and Internet Pages for a Global Audience*. Armonk, N.Y: M.E. Sharpe, 2005. (*Call number PE1421 .W39 2005*)

## **Relevant University Policies and Services:**

### **Office of Disability Services**

The Office of Disability Services (Room 150 Grace Wilkie Annex) can provide assistance to students with special needs. If you have a physical, psychiatric/emotional, medical, or learning disability that may impact your ability to carry out assigned course work, DS will review your concerns and determine, with you, what accommodations are necessary for you. All information and documentation of your disability is confidential and will not be released by DS without your written permission. Some of the services offered include escorting, sign language interpreting, note taking, and typing. Contact the Office of Disability Services at 978-3309, or see their web page at <http://webs.wichita.edu/disserv/> for more information.

### **Drop/withdraw**

The last day to drop this class and receive a full refund is the first day of class. The last day to withdraw from this class and receive a W is the second day of class. Students who simply stop participating remain officially enrolled and will be assigned a course grade.

### **Class cancellation**

Class cancellation due to inclement weather will be announced on local radio stations. Call the college at 316-978-6633 for the automated school cancellation information, or check the WSU website at <http://wichita.edu/emergency> for announcements and information about emergency text-messaging. If cancellation occurs due to an instructor emergency, the instructor will make every possible attempt to make contact by one or more of the following methods: announcement on blackboard, post a sign on the door to the classroom, and/or e-mail each student.