



5055 Santa Teresa Blvd
Gilroy, CA 95023

Course Outline

COURSE: LIB 3

DIVISION: 10

ALSO LISTED AS: CSIS 3

TERM EFFECTIVE: Summer 2025

CURRICULUM APPROVAL DATE: 04/08/2025

SHORT TITLE: RESEARCH SKILLS

LONG TITLE: Research Skills

<u>Units</u>	<u>Number of Weeks</u>	<u>Type</u>	<u>Contact Hours/Week</u>	<u>Total Contact Hours</u>
2	18	Lecture:	2	36
		Lab:	0	0
		Other:	0	0
		Total:	2	36

Out of Class Hrs: 72.00

Total Learning Hrs: 108.00

COURSE DESCRIPTION:

Research and evaluation skills using the Internet and other electronic resources, as well as traditional printed materials. Also listed as CSIS 3. This course has the option of a letter grade or pass/no pass.

CREDIT STATUS: D - Credit - Degree Applicable

GRADING MODES

L - Standard Letter Grade

P - Pass/No Pass

REPEATABILITY: N - Course may not be repeated

SCHEDULE TYPES:

02 - Lecture and/or discussion

05 - Hybrid

71 - Dist. Ed Internet Simultaneous

72 - Dist. Ed Internet Delayed

STUDENT LEARNING OUTCOMES:

By the end of this course, a student should:

1. Apply search strategies and evaluation techniques to locate sources
2. Examine and compare information from various sources in order to evaluate timeliness, relevance, authority, purpose, and bias.
3. Differentiate types of sources cited and apply correct elements of a citation for various resources.
4. Apply information literacy frameworks to identify inaccurate information such as fake news, or scams.

COURSE OBJECTIVES:

By the end of this course, a student should:

1. Differentiate between sources of information, primary vs secondary sources, and the reliability of both.
2. Demonstrate proficiency in locating and using printed library materials such as encyclopedias, dictionaries and almanacs.
3. Demonstrate proficiency in using library website, and identifying appropriate resources for specific topics.
4. Demonstrate proficiency using search engines, evaluating websites, applying appropriate copyright knowledge and identifying useful resources for final project.
5. Write citations in the appropriate format.
6. Identify misleading information using information literacy frameworks.
7. Search for and locate scholarly articles using subscription and library databases, including OPAC.
8. Utilize search tools: Boolean connectors, phrase searching, and truncation.
9. Identify different parts of a URL and compare and contrast the different domains.
10. Write citations for the information they find in the standard MLA format (9th ed.)
11. Be aware of local collections, prints or other materials.
12. Evaluate the resources they find according to currency, credibility, documentation and accuracy.
13. Conduct successful searches for books, journal articles, newspaper articles and Internet articles.

COURSE CONTENT:

Curriculum Approval Date: 04/08/2025

4 Hours

Introduction to the course, post introductory discussion and navigation of course shell.

5 Hours

Using search tools in periodical databases, writing bibliographic citations for journal articles. Professional vs. popular journal comparison and using search tools in Gavilan library databases.

5 Hours

Searching for business information. Internet hoaxes, scams and other misleading information. Writing a citation in appropriate formats. Subject directories and information organization. Differentiate between primary and secondary sources. Evaluate websites and write citations for resources identified.

5 Hours

Evaluating websites. Examining URLs, advanced search engine skills, introduction to copyright laws and appropriate applications.

4 Hours

Advanced searching on the Gavilan College library website. Identify databases for specific research needs or topics.

4 Hours

Traditional printed materials. Searching for and locating relevant information in printed library materials.

4 Hours

Introduction to new technologies such as wikis, blogs and tag files.

3 Hours

Review of all sources and formats.

2 Hours

Final Exam

METHODS OF INSTRUCTION:

Lecture, discussion, distance education, quizzes, exams.

OUT OF CLASS ASSIGNMENTS:

Required Outside Hours 72

Assignment Description

Quizzes, reading online articles, Bibliography Project.

Completed assignments require:

- Discussion, engagement, and familiarity with course outcomes
- Introduction to citation style
- Use and familiarity of subscription databases, library OPACs
- Knowledge of citation format, appropriate application of information literacy framework to identify misinformation and use of subject directories
- Knowledge of citation format, appropriate application of information literacy framework to identify appropriate resources, and applying copyright knowledge
- Searching, evaluating and matching appropriate resources to topics
- Knowledge of various newer technologies and types of information available

METHODS OF EVALUATION:

Writing assignments

Evaluation Percent 40

Evaluation Description

Written homework; Written discussions; Term paper;

Problem-solving assignments

Evaluation Percent 20

Evaluation Description

Homework problems; Quizzes; Exams

Skill demonstrations

Evaluation Percent 20

Evaluation Description

Class performance; Performance exams

Objective examinations

Evaluation Percent 20

Evaluation Description

Multiple choice; True/false; Matching items; Completion

REPRESENTATIVE TEXTBOOKS:

Gavilan College Library Guides and compilation of instructor resources, or a comparable textbook/material

ARTICULATION and CERTIFICATE INFORMATION

Associate Degree:

CSU GE:

IGETC:

CSU TRANSFER:

Transferable CSU, effective 200730

Not Transferable

UC TRANSFER:

Not Transferable

Not Transferable

SUPPLEMENTAL DATA:

Basic Skills: N

Classification: Y

Noncredit Category: Y

Cooperative Education:

Program Status: 2 Stand-alone

Special Class Status: N

CAN:

CAN Sequence:

CSU Crosswalk Course Department:

CSU Crosswalk Course Number:

Prior to College Level: Y

Non Credit Enhanced Funding: N

Funding Agency Code: Y

In-Service: N

Occupational Course: E

Maximum Hours:

Minimum Hours:

Course Control Number: CCC000263286

Sports/Physical Education Course: N

Taxonomy of Program: 160100