

**JAMESTOWN COMMUNITY COLLEGE**  
**State University of New York**

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**MASTER COURSE SYLLABUS**

**Course Title:** Library Research Skills

**Course Abbreviation and Number:** LIB 1500

**Credit Hours:** 1 credit hour.

**Course Type:** Lecture

**Course Description:** Students develop basic skills in library research techniques using both print and electronic tools. Focus is on location and retrieval of information from major reference sources, print indexes, and electronic databases. Especially designed for freshmen and returning adult students.

No prerequisites.

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**Student Learning Outcomes:**

Students who demonstrate understanding can:

1. Define a research need
2. Determine the nature and extent of the information needed to support that research
3. Create an outline listing subtopics to support that research
4. Access the needed information for each subtopic using a variety of information sources
5. Evaluate the information and its sources
6. Organize the information according to the outline
7. Provide a basic definition of plagiarism

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**Topics Covered:**

- Overview of information/library history
- Narrowing & expanding topics for a thesis statement
- Outlines - preliminary & revised
- Library resources – print and electronic
- Search strategies
- Evaluation of information
- Note taking
- Plagiarism - when and how to cite
- The Reference list/Works Cited

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**Information for Students**

- Expectations of Students
  - Civility Statement (<http://www.sunyjsc.edu/current-students/classroom-civility>)
  - Student Responsibility Statement (<http://www.sunyjsc.edu/academics/student-responsibility>)
  - Academic Integrity (<http://www.sunyjsc.edu/faculty-staff/academic-integrity>)
- Disability/Special Services
  - Any student who requires accommodations to complete the requirements and expectations of this course because of a disability should make their needs known to the Coordinator of Accessibility Services, 716.338.1251.
- Emergency Closing Procedures (<http://www.sunyjsc.edu/student-life/campus-safety/jcc-alert>)
- Course grade is determined by the instructor based on a combination of factors, including but not limited to, homework, quizzes, exams, projects, and participation. Final course grade can be translated into a grade point value according to the following:

A=4.0	B+=3.5	B=3	C+=2.5	C=2	D+=1.5	D=1	F=0
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- Veterans and active duty military personnel with special circumstances (e.g., upcoming deployments, drill requirements, VA appointments) are welcome and encouraged to communicate these to the instructor.

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**Effective Date:** Fall 2019