

# EDU 5811: RESEARCH METHODS ONLINE

## Instructor

Rhonda Altonen, MLS, MS

## Phone

W: 845-752-3000 ext. 232

C: 845-220-8429

## Email

r.altonen@uts.edu

## Office Location

Library

Barrytown College of UTS

## Office Hours

Monday – Friday

10am-4pm

## Course Overview

This course introduces basic library research methods and helps students develop information literacy competencies for an academic library. It covers all components of information literacy: how to find materials both in print and electronic sources, how ideas/knowledge are classified and organized, how to evaluate information sources, and legal, ethical issues concerning the use of knowledge. The course covers search techniques for search engines, publicly accessible databases, and databases the UTS library subscribes to. The course also introduces research-planning techniques, tips for writing a research paper, and online bibliography generating tools. (one credit; pass/fail)

**This is an Online Course. All assignments, readings, quizzes, and other pertinent information are available at UTS Populi site.**

## Student Objectives

Upon completion of the course you will be able to:

- efficiently use the online catalog.
- become familiar with finding aids such as key words, citations, indexes, and bibliographies.
- understand the mechanism of classification and organization of knowledge.
- use general sources of information.
- locate periodical literature for research project.
- retrieve full-text journal articles online databases.
- understand the mechanism of search engines and differences among them.
- evaluate information sources.
- understand legal, ethical issues for the use of information.
- format information sources in Turabian style
- understand the importance of a research plan for a research paper
- use effectively online bibliography generators
- recognize and articulate a research problem
- develop appropriate and effective search strategies
- select and use information retrieval tools
- locate and retrieve information sources
- analyze and critically evaluate information
- organize and synthesize information
- use and apply information effectively

## Required Texts:

Turabian, Kate L. *A Manual for Writers A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers. Seventh edition.* Chicago guides to writing, editing, and publishing. Chicago: University of Chicago Press, 2007. \$17 (Amazon sales price \$9.94).

ISBN-10: 0226823377 ISBN-13: 978-0226823379.

This edition includes how to cite electronic resources. All reading assignments are taken from this book.

### **How to complete objectives?**

Complete and participate in classroom and online discussions, activities, and exercises. The Populi Course shell will be used extensively to provide course information, forum discussions, assignments, quizzes, tests and submitting. Homework will be assigned, failure to attempt all the homework will seriously impair the student's ability to do well on quizzes and exams. There will be periodic quizzes and two major exams. All communication to and from the instructor and among class participants should be conducted using Populi and/or the campus email system.

### **Resources**

- <https://uts.populiweb.com/>

### **Course requirements, weights, penalties for late submissions and absences:**

This is a Pass/Fail Course

Participation	1/3
Assignments	1/3
Quizzes	1/3

Students are required to:

1. Study all lessons explained in PowerPoint slides
2. Participate in a forum and post required information
3. Take all quizzes
4. Submit required bibliographies

**There is no explicit penalty for excessive absenteeism.**

**Absence will reap its own reward.**

### **Expectations:**

In order for this class to be fulfilling, order and discipline must be maintained in the classroom at all times. The following are the basic behaviors I expect of all students:

1. Be Prepared--Be prepared and prompt. Always bring all necessary items to class, such as books, paper, and writing utensil(s)
3. Be Respectful--The proper teaching environment will be maintained at all times. Disruptions, abusive language or behavior will not be tolerated.
3. Be Responsible--Students should always be in compliance with the UTS's Acceptable Use Policy regarding technology and the UTS guidelines for behavior. Be honest with yourself and with the teacher.

**Bibliography and Required Readings:**

- Course texts and PowerPoints are provided in PDF format in Populi
- The resources provided in the Populi shell offers a variety of learning materials, assignments and projects organized in parallel form for each module.
- In the FILES section of the class in Populi, you will find general supporting information and materials, including the syllabus, and course rubrics. It is in your best interest to become familiar with these materials.

**Topical Outline and Course Calendar:**

LESSON	TOPIC
Lesson 1	Research and Writing: Planning
Lesson 2	How information is organized
Lesson 3	Finding Good Sources
Lesson 4	Using Library Databases
Lesson 5	Bibliographic citation tools
Lesson 6	Writing a paper
Lesson 7	Plagiarism
Lesson 8	Copyright
Lesson 9	Web Tools

\* This schedule is subject to change as needed.

## **College-Wide Policy on Academic Honesty**

### **Academic Integrity**

Each student's work shall be the product of his or her own effort. Plagiarism and other acts of academic dishonesty are serious violations of academic integrity. The penalty for a violation of this nature is disciplinary probation, suspension or dismissal.

### **Student Code of Conduct**

All students are expected to conduct themselves with dignity, courtesy, responsibility and integrity and with due respect for the rights of others. Purity, sobriety and morality are not only characteristics of a mature and responsible person, but are essential to the maintenance of a free and orderly community. Students are required to sign the Student Code as a pledge of their willingness to uphold the ethical and moral standards of UTS.