

COURSE DESCRIPTION:

LM 1010: Information Literacy is a 1 credit online course. This course will introduce you to the techniques and tools that you can use to do effective library research for all your information needs - in the classroom, the workplace, and in everyday life. Students completing this course will be able to identify, access, evaluate, and ethically use information resources. By taking this class and engaging with the materials you will be setting yourself up for success in your academic and future careers as well as life-long learning.

After successfully completing this class you'll know how to:

- pick topics for assignments
- generate interesting research questions
- find information in the library's collections and subject databases
- keep track of and organize the information you find
- cite your sources to create work that builds on other sources but contains your own thoughts and ideas

Completion of this course with a minimum C- grade meets the SUU core information literacy general education requirement.

Your grade in LM1010 is determined by points you earn on **5 Quizzes + 5 Assignments + the Final Exam.**

COURSE REQUIREMENTS:

*Please **do not** use Internet Explorer for this class. IE does not work well with Canvas. Select another browser such as Chrome or Firefox.*

MLA Edition Note:

This course follows the MLA 7th edition not the newly released 8th edition. Should you need additional information regarding the 8th edition for another class contact your [instructor](#) or a librarian at the reference desk. The new 8th edition is also available in the SUU library.

Information Literacy Competency Exam:

- You must take the **IL Competency Exam** to gain access to the full course. This exam will test your previous knowledge and experience doing college level library research.
- If you do well on the **IL Competency Exam** and pass with a grade of at least a **C- grade**, you can accept this grade as your course grade and you do not need to do any more work in the course. While this might seem like an attractive option, you will miss out on important content that prepares you to become an active participant in today's information-driven society.

- If you neglect to take the **IL Competency Exam** by the deadline, you will still need to take it in order to proceed with the class. However, you can no longer test out with a passing grade at this point.

Quizzes, Assignments and Tests (check the [course schedule](#) for deadlines)

- **Quizzes (20% of your grade).** There are **5 Quizzes** based on the weekly material. Each Quiz can be taken **two times**, with the **highest score recorded** as the grade.
- **Assignments (60% of your grade).** There are **5 Assignments** based on information in the [weekly course modules](#). Assignments must be submitted as a .doc or .pdf file. If you do not have these capabilities on your personal computer, the software is available on all of the machines in the library computer lab. Please plan accordingly.
- **Final Exam (20% of your grade).** You can take the Final Exam any time after you've completed all Quizzes and Assignments. You must take the Final Exam in the Library Computer Lab unless you've made other arrangements with the instructor.

Assignment Due Dates:

- Each assignment in this course builds on the last. As a result, **late work will NOT be accepted for credit** unless an arrangement is made between the student and instructor **prior to the assignment due date**. It is **your responsibility** to contact your instructor in advance of the due date if you anticipate having difficulty turning an assignment in on time. Late work which has been approved by the instructor is subject to an 11% penalty.

Textbook

You do not need to buy a textbook for this course. All course materials for LM1010 are provided online as part of the [weekly course modules](#).

Course Grading

Course and Competency Exam grades are calculated based on the following **percentages**. Also see [How to Check Your Grades](#):

Grade	Range:		Grade	Range:	
A	100%	to 93%	C	< 77%	to 73%
A-	< 93%	to 90%	C-	< 73%	to 70%
B+	< 90%	to 87%	D+	< 70%	to 67%
B	< 87%	to 83%	D	< 67%	to 63%
B-	< 83%	to 80%	D-	< 63%	to 60%
C+	< 80%	to 77%	F	< 60%	to 0%

PROGRAM FEES:

Library courses have a \$8 per credit hour fee to be used for support or improvement of library media courses

STUDENT LEARNING OUTCOMES:

5.0. Digital Literacy. Students strategically and responsibly employ appropriate technologies to explore, create, collaborate, and organize in a digital context.

6.0. Ethical Reasoning. Students describe and analyze positions on ethical issues, apply reasoning about right and wrong human conduct, demonstrate ethical decision-making skills, and demonstrate an evolving ethical self-identity.

7.0 Information Literacy. Students identify, locate, evaluate, attribute and share information effectively and ethically.

8.0. Inquiry & Analysis. Inquiry: Students systematically explore issues, objects or works through the collection and analysis of evidence that results in informed conclusions or judgments. Analysis: Students break complex topics or issues into parts to gain a better understanding of them.

STUDENT RESPONSIBILITIES

- **LM1010 Academic Integrity Policy:** Course requirements must be completed independently. If the instructor finds that you have been dishonest in completing any course requirement, you will receive a zero for that work and may fail the course and receive further action from the University. You should be familiar with your student responsibilities and rights as a SUU student. LM1010 uses [Turnitin.com](https://www.turnitin.com), an electronic service that verifies the originality of student work. Documents submitted to TurnItIn.com are retained, anonymously, in their databases. Continued enrollment in this course constitutes an understanding of and agreement with this policy. See the SUU Academic Integrity Policy below.
- **Attend class and engage with the online course content.** Make sure you don't miss deadlines. This class is scheduled for the First Session and is only **7 weeks long** - it will go by quickly!
- **Check Canvas Notifications:** Course information and deadline alerts are sent through Canvas, depending on how you've set up your Profile and Notifications. Visit the course on a regular basis, so that you can get these alerts.
- **Writing:** Students are expected to write clearly and completely, at a level appropriate for undergraduate course work. Points may be deducted for inappropriate spelling, capitalization or grammar.

SUU POLICIES:

- **Academic Integrity:** The SUU Student Handbook discusses **What constitutes academic misconduct** under the section on Student Rights, Responsibilities & Conduct. Students can review [SUU Policy #6.33, Academic Integrity](#) for the definitions of these violations and infractions. The learning outcomes for LM1010 stress academic integrity and honesty, understanding and avoiding plagiarism, and understanding the social and ethical issues such as copyright when using information for your research.

Your LM1010 instructor expects that all work submitted by you will be your own ideas and effort. When the work does not represent your work it must be properly cited. Cheating, forgery, plagiarism or the unauthorized use of work belonging to another, except under Federal exemptions such as Fair Use, are all considered academic misconduct.

- **ADA Statement:** Students with medical, psychological, learning or other disabilities desiring academic adjustments, accommodations or auxiliary aids will need to contact the Southern Utah University Coordinator of Services for Students with Disabilities (SSD), in Room 206G of the Sharwan Smith Center or phone (435) 865-8022. SSD determines eligibility for and authorizes the provision of services.
- **Emergency Management Statement:**

In case of emergency, the University's Emergency Notification System (ENS) will be activated. Students are encouraged to maintain updated contact information using the link on the homepage of the mySUU portal. In addition, students are encouraged to familiarize themselves with the Emergency Response Protocols posted in each classroom. Detailed information about the University's emergency management plan can be found at <http://www.suu.edu/emergency>

- **HEOA Compliance Statement:** The sharing of copyrighted material through peer-to-peer (P2P) file sharing, except as provided under U.S. copyright law, is prohibited by law. Detailed information can be found at <https://help.suu.edu/article/1097/p2p-and-copyright-infringement>.

DISCLAIMER: Information contained in this syllabus, other than the grading, late assignments, makeup work, and attendance policies, may be subject to change with advance notice, as deemed appropriate by the instructor.)