

Academic Year: ( 2019 / 2020 )

Review date: 05-07-2019

Department assigned to the subject: Library and Information Sciences Department

Coordinating teacher: ARAGON GONZALEZ, INES

Type: Basic Core ECTS Credits : 3.0

Year : 1 Semester : 1

Branch of knowledge: Social Sciences and Law

**REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)**

None

**OBJECTIVES**

At the completion of this course, students will:

- Understand the importance of resource-based learning and research.
- Recognize information problems and develop effective strategies to solve them.
- Become familiar with general and specialized information sources, and be able to determine their appropriateness for the task at hand.
- Determine the reliability and quality of information and its sources.
- Develop their information retrieval skills, improving the precision and efficiency of their searches.
- Use information ethically, avoiding plagiarism, and following academic conventions and professional requirements.

**DESCRIPTION OF CONTENTS: PROGRAMME****UNIT 1: WHERE TO FIND RELIABLE INFORMATION:**

- Information Society and Knowledge Society
- Data, information and knowledge.
- Competences in information.
- Sources of information: typology and location

**UNIT 2. INFORMATION RETRIEVAL: GENERAL RESOURCES:**

- Basic concepts of Information Retrieval
- Information search processes in electronic environments
- Multidisciplinary databases.
- Internet search tools.
- Evaluation of information resources.

**UNIT 3. INFORMATION RETRIEVAL: THEMATIC AND SPECIALIZED RESOURCES**

- Gateway, Portals and specialized databases
- Selection of online resources
- New spaces of knowledge interaction

**UNIT 4: ETHICAL USE OF INFORMATION: CITATION AND REFERENCES:**

- Ethics and intellectual property.
- The academic work without plagiarism.
- Create in text citations and bibliographic references.
- Present and organize references.
- Software products for generating and managing citations and bibliographies.

**LEARNING ACTIVITIES AND METHODOLOGY**

Acquisition of theoretical knowledge (1 ECTS), through lectures, teaching materials prepared by the teacher, online tutorials, specialized reading, and the students' personal study, related to theoretical competences.

Acquisition of skills and abilities (2 ECTS), through case-studies oriented to information seeking in web sources, analysis of these sources, evaluation of the results, presentation and citation of content.

Some of the student assignments will be done in the informatics classroom with direct supervision of

the teacher. Others could be done on outside regular classes, with the support and control of the teacher. These are in particular oriented on the acquisition and development of practical skills.  
The tutorships schedule will be available on the respective space at Aula Global.

## ASSESSMENT SYSTEM

This course follows exclusively a process of continuous assessment, according to the following parameters:

- Formative assessment based on self-assessment exercises to measure the acquisition of theoretical knowledge, and practical activities and exercises: up to 60% of the final grade.
- Final test held on the last day of classes, during usual hours and in a classroom to be determined: up to 40% of the final grade.

Students not passing this subject will have an additional opportunity to make up for it provided they have participated in at least 30% of its learning and continuous assessment activities. To benefit from this opportunity, students must complete the following activities:

- Multiple choice test where the acquisition of specific knowledge of the subject (50% of grade) will be verified. This test will take place the day before the start of the extraordinary call. The teacher notify students classroom and time reserved for its realization. If the student satisfactorily completes the supplementary assessment, the record would be updated accordingly.
- Work proposed by the teacher (50% of grade). The deadline for delivery of the work is the day set for the test.

**IMPORTANT NOTICE:** As in all your work, no copying or plagiarism is allowed. If such is detected, no credit for the activity will be given.

<b>% end-of-term-examination:</b>	0
<b>% of continuous assessment (assignments, laboratory, practicals...):</b>	100

## BASIC BIBLIOGRAPHY

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- ARGUDO, S. y PONS, A. Mejorar las búsquedas de información, Barcelona: Editorial UOC, 2012
- Abadal Falgueras, Ernest y Lluís Codina. Bases de Datos documentales: Características, funciones y método., Madrid: Síntesis, 2005..
- BOBISH, Greg y JACOBSON, Trudi (ed.) The Information Literacy User's Guide: An Open, Online Textbook. , Geneseo, NY: State University of New York at Geneseo, 2014. , Disponible en: <http://opensuny.org/omp/index.php/SUNYOpenTextbooks/catalog/book/170>
- CORDÓN GARCÍA,, José A., et al. Las nuevas fuentes de información. Información y búsqueda documental en el contexto de la web 2.0. Madrid: Pirámide, 2010.
- CÓMO elaborar, un trabajo académico. Material de Autoformación biblioteca Universidad Carlos, III de Madrid. Disponible en: [http://www.uc3m.es/portal/page/portal/biblioteca/aprende\\_usar/autoformacion](http://www.uc3m.es/portal/page/portal/biblioteca/aprende_usar/autoformacion)
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- MATA Y, MARTÍN,, M. (dir.) La propiedad intelectual en la Era Digital. Límites e infracciones a los derechos de autor en Internet. Madrid: La Ley, 2011.
- Maldonado Martínez, Ángeles y Luis Martínez Yunta. La información especializada en Internet : directorio de recursos de interés académico y profesional, 2ª ed. corr. y aum. Madrid: CSIC, 2006..
- PACIOS LOZANO, Ana R. Técnicas de búsqueda y uso de la información, Madrid: Editorial Universitaria Ramón Areces, 2013..