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| COURSE: INFORMATION SKILLS | | |
| BACHELOR'S DEGREE IN TELEMATICS ENGINEERING | YEAR: 3 | TERM: 1 |

| WEEKLY PLANNING | | | | | | | |
|--------------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------|
| S E M E S T R E | S E S I Ó N | DESCRIPTION | TEACHING (mark X) | SPECIAL ROOM FOR SESION (computer classroom, audio-visual classroom...) | WEEKLY PROGRAMMING FOR STUDENT | | |
| | | | SEMINARS | | DESCRIPCIÓN | CLASS HOURS | HOMEWORK HOURS (Max. Estim. 3,25h) |
| 1 | 1 | Unit 1: Information retrieval in digital environments (I) - Organizing your research plan: steps and search terms. | X | Computer room | Study Unit 1 Group building for final project on information searching, citing and referencing sources | 1,5 | 3,25 |
| 3 | 2 | Unit 1: Information retrieval in digital environments (II) - Processes and tools for the information search in databases and academic search engines. | X | Computer room | Study Unit 1 Unit 1 hands-on practice and assignment/s | 1,5 | 3,25 |
| 5 | 3 | Unit 1: Information retrieval in digital environments (III) - Knowledge and use of the main multidisciplinary and specialized databases (by area of knowledge). | X | Computer room | Study Unit 1 Unit 1 hands-on practice and assignment/s Unit 1 Quiz | 1,5 | 3,25 |
| 7 | 4 | Unit 2: Ethical use of information: Citation and bibliography (I) - Ethics and intellectual property. The academic work without plagiarism. | X | Computer room | Study Unit 2 Unit 2 hands-on practice and assignment/s | 1,5 | 3,25 |

| WEEKLY PLANNING | | | | | | | |
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| S E M A N A * | S E S I Ó N | DESCRIPTION | TEACHING (mark X) | SPECIAL ROOM FOR SESION (computer classroom, audio-visual classroom...) | WEEKLY PROGRAMMING FOR STUDENT | | |
| | | | SEMINARS | | DESCRIPCIÓN | CLASS HOURS | HOMEWORK HOURS (Max. Estim. 3,25h) |
| 9 | 5 | Unit 2: Ethical use of information: Citation and bibliography (II) - Create and manage in text citations and bibliographic references. Present and organize references. | X | Computer room | Study Unit 2 Unit 2 hands-on practice and assignment/s | 1,5 | 3,25 |
| 11 | 6 | Unit 2: Ethical use of information: Citation and bibliography (III) - Software products for generating and managing citations and bibliographies. | X | Computer room | Study Unit 2 Unit 2 hands-on practice and assignment/s Unit 2 Quiz | 1,5 | 3,25 |
| 13 | 7 | Final test | X | Computer room | Final test | 1,5 | 3,25 |
| Subtotal 1 | | | | | | 11 | 23 |
| Total 1 (Hours of class plus student homework) | | | | | | 33 | |
| 15 | | Tutorials, handing in, etc | | | | 0,9 | 3,5 |
| Subtotal 2 | | | | | | 4 | |
| Total 2 (Hours of class plus student homework) | | | | | | 4 | |
| TOTAL (Maximun 38 horas) | | | | | | 38 | |

(*) Subject that is taught in alternate weeks. It should be indicated, where appropriate, 1,3,5,7,9,11,13 o 2,4,6,8,10,12,14