![Universidad Carlos III de Madrid - Vicerrectorado de Estudios - Apoyo a la docencia y gestión del grado]

COURSE: INFORMATION SKILLS		
DEGREE: Computer Science and Engineering	YEAR: 3	TERM: 1

WEEKLY PLANNING							
S E M A N A *	S E S I Ó N	DESCRIPTION	TEACHING (mark X) SEMINARS	SPECIAL ROOM FOR SESION (computer classroom, audio-visual classroom…)	WEEKLY PROGRAMMING FOR STUDENT		
					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	1,66	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	1,66	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	1,66	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	1,66	3,25

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					DESCRIPCIÓN	CLASS HOURS
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	1,66
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	1,66
13	7	Final test	X	Computer room	Final test	1,66
	8	Additional session	X	Computer room	Finish and hand in final project	1,66

Note: The table above has an additional rightmost column "HOMEWORK HOURS (Max. Estim. 3,25h)" with values 3,25 for sessions 5, 6, 7, and 8.

			Subtotal 1	13	26
		Total 1 (Hours of class plus student homework)		39	

15		Tutorials, handing in, etc			0,9	3,5
			Subtotal 2		4	
		Total 2 (Hours of class plus student homework)		4	

TOTAL (Maximun 44 horas)	44

(*) *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*