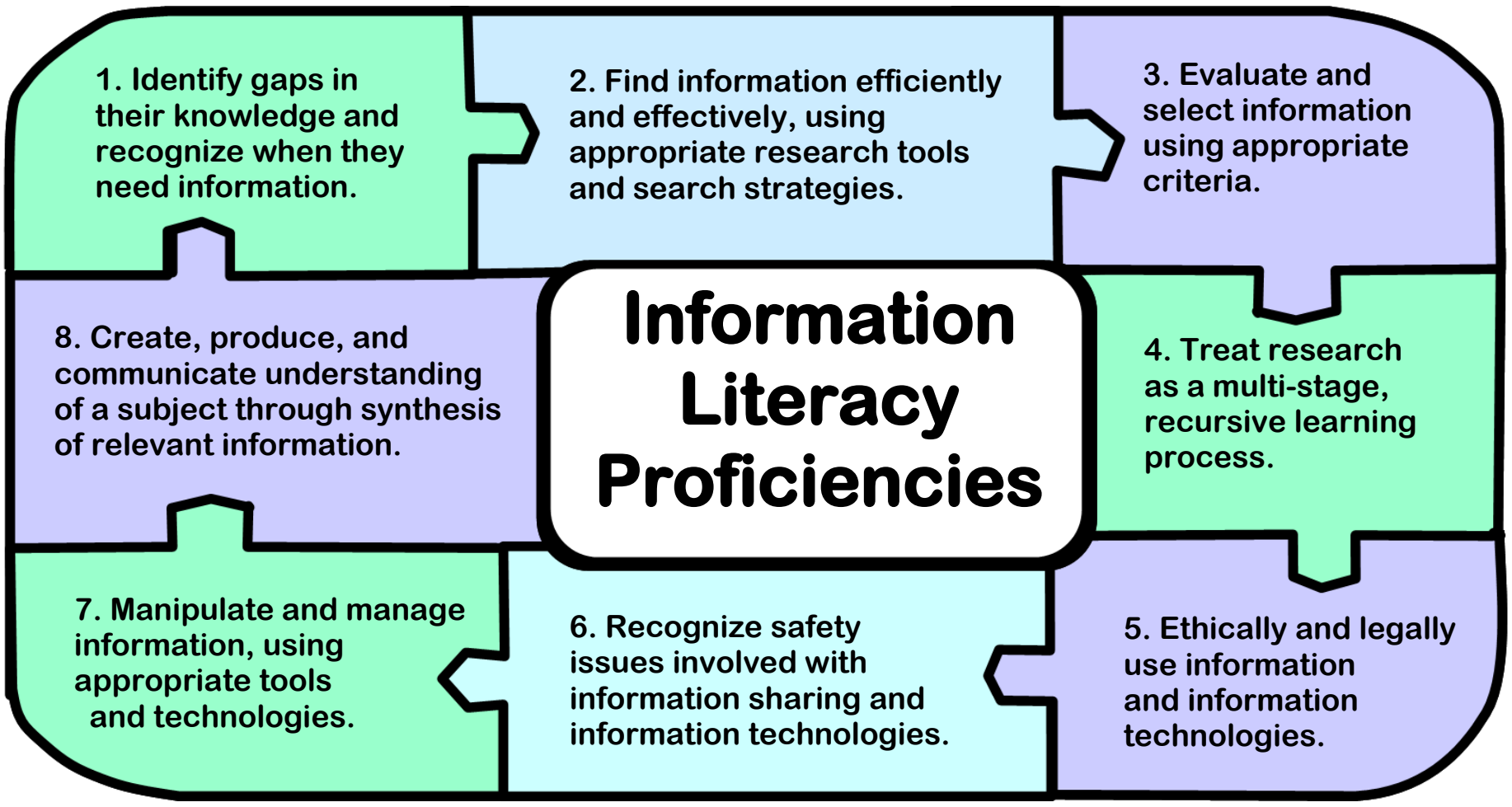
College students who are ready to begin upper-level coursework:



Being proficient means that you:

1

- Read and analyze assignments and class instructions.
- Determine the nature and extent of information needed.
- Confer with instructors, librarians, and others to focus and refine a research topic.
- Frame appropriate research questions and develop a manageable thesis statement.

2

- Understand that there are different resources available for different purposes/subjects.
- Explore general information sources to increase familiarity with a topic.
- Recognize that information sources have an organizational structure and can find and use their navigational tools and access points.
- Formulate a search to locate and retrieve information effectively and efficiently using appropriate resources.
- Understand how to follow the trail from the citation to the item.
- Use the library to obtain materials including materials that aren't available locally.

3

- Critically evaluate information based on reliability, validity, accuracy, authority, timeliness, and point of view or bias.
- Compare and select information from various sources in order to accomplish a specific task.
- Understand that informational content and physical format are independent of each other.
- Judge the relevance of materials found with respect to the specific information need.

4

- Understand that information searching requires motivation, perseverance, and practice, and that skills are developed over time.
- Identify gaps in the information retrieved and modify or revise their topic or thesis and/or develop new search strategies.
- Formulate a realistic overall plan and timeline to acquire the needed information.

5

- Cite items or ideas used and does not represent work attributable to others as his/her own, and does not distort the author's intended meaning.
- Understand that plagiarism and citation of other works or ideas are ethical issues.
- Use citations to participate in an ongoing scholarly conversation.
- Understand that different disciplines have different citation standards and habits.
- Understand that there are legal issues surrounding copyrighted information.

6

- Recognize that the use of some technologies has potential health risks.
- Recognize potential safety and privacy risks of sharing personal information online.

7

- Record and organize information resources to track the research process.
- Use tools and techniques to create and revise documents collaboratively.

8

- Recognize that existing information can be combined with original thought, experimentation, and/or analysis to produce something new.
- Analyze resources and make conscious decisions about how each resource supports the development of the topic.
- Reconsider original idea based on new understanding.

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