Library Research Handbook: About this Tutorial

This tutorial is designed to introduce the concepts of information literacy and scholarly research. It covers aspects of the library research process and connects the research process to the scholarly writing process. This tutorial is based on the competencies outline in the *Capella University Library Information Literacy Plan*.

Credits

Librarians:
Kate Peterson
Erika Bennett
Erin Brothen
Sommer Nebel
Robin Veal

Media and Web Design:
Alyssa Wilcox
Pat Lapinski
Christina DiMeo

Audio Talent:
Kashif Asdi
Jesima Avery
Kristianne Buechler
Tsuey-Hwa Chen
Dutch Handlang
Sheryl Hess
Jeff Hoffman
Jill Kaspszak
Christine Keith
Stacy Sculthorp
Jeff Scanlon
Emily Waitz

Comments? Questions?

Please send any comments or feedback to librarian@capella.edu.

How to use
Students:

Either start at the beginning and go through the whole Handbook for a comprehensive look at scholarly research and writing or skip ahead to the parts you need help on.

This tutorial is for you if...

- You want to learn about doing scholarly research using the Library and Web.
- You need a few quick tips during your research process.
- It is assigned in a course.
- You are new to an online Library.
- If you have only used Google to do research.

Instructors:

This tutorial can be assigned in whole or as parts.

Competencies used to develop content in each section of the Library Research Handbook:

1. Background: Where do you want to go?
- Awareness of appropriate sources from a variety of formats appropriate to discipline
- Integrate their own ideas with those of others using supporting evidence
- Identify issues around creation and dissemination of information

2. Planning: Research Question and Topic
- Design realistic plan and timeline.
- Formulate, focus, and revise topic.
- Gather background on unfamiliar topics.

Capella University

3. Finding Your Way: Searching and Sources
- Select appropriate sources from a variety of formats appropriate to the discipline
- Efficiently utilize a variety of information retrieval systems appropriate to the discipline
- Construct and implement an effective search strategy
- Assess the quantity, quality, and relevance of results. Determine if the search strategy should be revised or if other sources, possibly non-library sources should be searched.
- Identify gaps in the information retrieved
- Differentiate between types of sources retrieved and cited. Understand the elements and correct syntax of a citation for a wide range of resources.

4. Evaluating: What did you find?
- Articulate and apply criteria for evaluating both the information and its sources.
- Evaluate sources for point of view or bias.
- Determine whether information retrieved satisfied the research need.
- Extract and synthesis concepts and themes from sources gathered

5. Putting It All Together: Writing and Citing
- Understand academic honesty and use methods to avoid plagiarism
- Determine new knowledge and unique characteristics of information. Construct new concepts with supporting evidence.
- Communicate information effectively with an awareness of intended audience and conventions of format and structure.

6. Where Do You Want to Go Next? Reflection
- Reflect on information gathering, evaluation and communication process/writing. Identify success and failures in order to improve future research/communication

CAPELLA UNIVERSITY