

# Library 10-Information Research

Cabrillo College—Spring 2012

## Library 10 Sections:

75020- De Guevara  
75013- McCallum  
75016- Staff  
75015- Thorn

**Instructor:** Stacy Mueller

**Email:** [stmuelle@cabrillo.edu](mailto:stmuelle@cabrillo.edu)

**Aptos Reference Desk:** 479-6163

**Watsonville ILC:** 786-4755

**Reference Desk:**

Tuesday: 8:00-4:00 (Watsonville)

Wednesday: 10:00-12:00 (Watsonville)

Thursday: 8-1:30 (Aptos)

Friday: 10-4 (Aptos)



**Library 10** is designed to be taken with **English 1A**. It is a **self-paced class**, involving both a printed handbook and online activities using Blackboard, that will help you develop your research skills and learn to find and evaluate different sources of information.

-- Self-paced means that YOU are responsible for keeping track of due dates and asking for help.

-- The skills you learn will help in all your classes, especially if you find sources you can actually use!

-- Start your work early and your research paper will be easier later!

## Important Dates

<b>First week of semester</b>	<ul style="list-style-type: none"><li>• <b>Purchase a Library 10 Handbook.</b> In Aptos, you may pay for the Library 10 Handbook at the Bookstore or College Bank and then bring your receipt to the Library Reference Desk. In Watsonville you may purchase the Handbook in the bookstore during the first two weeks of school only.</li><li>• Get a <b>library card</b> in person (at the Library or Watsonville ILC) or request that one be mailed to you: <a href="https://libwww.cabrillo.edu/services/libcardapp.php">https://libwww.cabrillo.edu/services/libcardapp.php</a></li><li>• Activate your <b>Blackboard</b> account: <a href="https://student-accounts.cabrillo.edu/">https://student-accounts.cabrillo.edu/</a></li></ul>
<b>By Feb 13</b>	<b>Complete Syllabus Quiz (in BlackBoard Course Introduction)</b>
<b>By March 5</b>	<b>Complete Handbook &amp; Blackboard Lessons 1-4 &amp; Quizzes 1-4</b>
<b>March 9</b>	<b>Last day to request Pass/No Pass option</b>
<b>By March 19</b>	<b>Complete Handbook &amp; Blackboard Lessons 5-6 &amp; Quizzes 5-6</b>
<b>By April 2</b>	<b>Complete Blackboard Assignment 1</b>
<b>By April 23</b>	<b>Complete Handbook &amp; Blackboard Lessons 7-8 &amp; Quizzes 7-8</b>
<b>By May 7</b>	<b>Complete Blackboard Assignment 2</b>
<b>May 23 - May 30</b>	<b>Take Final Exam (at home or in the Library)</b>
Contact me <b>BEFORE</b> these dates if you have any questions. Do not wait until the last minute!	

## Grading

Assessments 1-8:	100 points
Assignment 1:	30 points
Assignment 2:	70 points
Final Exam:	100 points
<b>TOTAL POINTS:</b>	<b>300 points</b>

A = 270 – 300 points; B = 240 – 269 points; C = 210 – 239 points; D = 180 – 209 points; F = 0 – 179 points

## Frequently Asked Questions

### ***How much time should I be spending on this class?***

- As stated in the schedule of classes, the required time commitment for this course is 2 hours 5 minutes per week. If you are not devoting an average of 2 hours per week to the work, you should not expect to do well in the course.

### ***Where do I submit the Assessments and the Assignments?***

- These should be completed and submitted within Blackboard.

### ***I've never used Blackboard. What should I do?***

- Please start by viewing the short Blackboard orientation video, available here: [http://www.cabrillo.edu/services/disted/Bb\\_Orientation\\_demo/Bb\\_Orientation\\_demo.htm](http://www.cabrillo.edu/services/disted/Bb_Orientation_demo/Bb_Orientation_demo.htm)
- Visit the Blackboard Help Page for additional questions or problems: <http://www.cabrillo.edu/services/disted/webct/>

### ***How do I get help or ask questions?***

- Post your question to the "Course Questions and Answers" Forum.
- Visit or call the Library Reference Desk and ask ANY librarian if you have questions.
- Email me through Blackboard.

### ***Can I submit work early?***

- Yes! In fact, you should be submitting most of your Assessments early. Do not wait until the last minute to start the work.

### ***Can I submit work late?***

- Assignments will be accepted up to 1 week late, with a point deduction.

### ***What is the "Pass/No Pass" grading option?***

- You only have to earn 70% for your overall grade to receive a "Pass" for the course.
- "Pass" and "No Pass" grades are not factored into your GPA. So, if you do not want your grade in this class to affect your GPA, the P/NP option is a good idea.
- The P/NP option is highly recommended for those of you who do not want to stress about your grade, or who do not plan on devoting 2 hours per week to this course.
- The P/NP option must be requested by March 12. After this date, you cannot decide to switch back to a letter grade.

### ***Can I drop Library 10?***

- No. As long as you are enrolled in English 1A, you must also be enrolled in Library 10.
- If you drop English 1A, you will be automatically dropped from Library 10.

## **Accommodations for Disabilities**

Accommodations will be provided for students with verified disabilities. If you need accommodations please contact:

Disabled Student Services & Programs (DSP&S): 479-6379, Room 810, Aptos Campus

Learning Skills Program (LSP - for students with learning disabilities & attention deficit disorder): 479-6220, Room 1073, Learning Resources, Aptos Campus