

# Sauk Valley Community College District High School Information Literacy Survey



Please mark an X in the blank next to any Information Literacy skill or concept that is included in your high school curriculum and return the survey to Melanie Armstrong in the envelope provided. Thank you!

## 1. Define the information need.

- Choose a topic that is appropriate to the assignment.
- Create a research question or thesis statement.
- Use general information sources to increase familiarity with and identify key components of the problem or question.
- Develop and redefine the topic to fit the scope of the assignment.
- Identify keywords and related terms to search for information.

## 2. Identify sources of information.

- Understand the library's organizational scheme to locate books on the topic.
- Know the difference between primary and secondary sources and when to use them.
- Identify differences between popular and scholarly resources.
- Select and use both print and electronic sources.
- Prioritize information sources based on strengths of information formats.

## 3. Access information efficiently and effectively.

- Use technology sources such as online library catalogs, online encyclopedias, search engines and research databases to find information.
- Employ tools such as Boolean operators, controlled vocabulary, and indexes to retrieve information.
- Refine or revise search strategy as necessary to find information.

4. Evaluate information.

\_\_\_\_\_ Evaluate suitability of resources by criteria such as authority, accuracy, currency, and comprehensiveness of coverage.

\_\_\_\_\_ Determine whether information verifies or contradicts information from other sources.

\_\_\_\_\_ Ensure that information is free from bias or that it presents multiple points of view.

5. Use information ethically and responsibly.

\_\_\_\_\_ Abide by institutional Acceptable Use Policy.

\_\_\_\_\_ Demonstrate understanding of what constitutes Plagiarism and avoid presenting others' work as your own.

\_\_\_\_\_ Respect intellectual property rights by giving credit for others' words and ideas, and by citing sources in accordance with bibliographic format.

\_\_\_\_\_ Abide by copyright guidelines for use of materials not in the public domain.

Name of person completing this survey: \_\_\_\_\_

Name of school: \_\_\_\_\_

Position at school: \_\_\_\_\_

Student population: \_\_\_\_\_