
Fall 2025

College of the Redwoods



Course Information

Semester & Year: Fall 2025

Course ID & Section #number: LIBR-5-V0540

Instructor's name: Ryan Keller (she/her)

Day/Time of required meetings: n/a

Location: Asynchronous Online

Number of proctored exams: None

Course units:1



Instructor Contact Information



Office location or Online: CR Library's Reference Desk in the LRC or Online



Office hours: AT the CR Library Reference Desk in Eureka MW 10am - 4pm, or on phone or Zoom by appointment

Phone number: n/a

Email address: ryan-keller@redwoods.edu (<mailto:ryan-keller@redwoods.edu>) (The Canvas Inbox is another way to contact me)



Required Material

Textbooks for this course are free eBooks available to download or read online:

Textbook Title: *Choosing & Using Sources: A Guide to Academic Research*

Edition: Free. Online at <https://ohiostate.pressbooks.pub/choosingsources/>
(<https://ohiostate.pressbooks.pub/choosingsources/>)

Author: Teaching & Learning, Ohio State University Libraries

ISBN: N/A

Textbook Title: *INFORMATION LITERACY: Basic Research Skills*

Edition: Free. Online at <https://library.sdcity.edu/InfoLitOER> (https://library.sdcity.edu/ld.php?content_id=46991579)

Author: Carol Withers

ISBN: N/A

Additional readings will be provided in the learning modules.



Catalog Description

Introduction to academic research skills and practice. Students will learn how to find, evaluate, use, analyze, and correctly cite information in a variety of print and online formats. This class is designed to teach and strengthen lifelong research and information literacy skills. Students will learn research skills required for term papers or presentations for transfer-level classes or for personal research projects.



Course Student Learning Outcomes

1. Identify and analyze a research need and develop a topic based on that need.
2. Find information effectively and efficiently by using a variety of search techniques, and extract the needed information in multiple publication formats.
3. Evaluate the quality and relevance of information sources.
4. Recognize several ethical and legal issues related to the use of information.



Course Calendar

Open Date	Topic
9/6/2025	Module 1 - What is Information? Part 1
9/13/2025	Module 2 - What is Information? Part 2
9/20/2025	Module 3 - Developing a Research Topic
9/27/2025	Module 4 - Internet Search Strategies
10/4/2025	Module 5 - Library Catalog and Databases
10/11/2025	Module 6 - Organizing Information Resources
10/18/2025	Module 7 - Reading Scholarly Materials
10/25/2025	Module 8 - Evaluating Info
11/1/2025	Module 9 - Academic Integrity, Plagiarism, Ethical Use
11/8/2025	Module 10 - APA style



Open Date	Topic
11/15/2025	Module 11 - MLA style
11/22/2025	Module 12 - Copyright Basics and Fair Use
12/6/2025	Module 13 - Writing Research Papers
12/13/2025	Final Opens Up



Evaluation & Grading Policy

Evaluation and Grading Policy

Your work is assessed according to how well it meets class outcomes and objectives, fulfills requirements, meets assignment rubrics, and reflects the academic skills expected of college students. It is your responsibility to track your progress in the course, understand why you have achieved a certain grade, and what steps you can take to maintain or improve your grade. Review the assignment and the grading rubric to clearly explain any concerns. Plan to schedule adequate time to ensure that you are able to complete all assignments.

Assignments are weighted using the following percentage system to determine the final course grade:

- Quizzes 50%
- Discussion Posts 10%
- Assignments 20%
- Final Exam 20%
- **Total = 100%**

Grading Scale



A = 93.0 - 100%
A- = 90.0 - 92.9%
B+ = 88.0% - 89.9%
B = 83.0 - 87.9%
B- = 80.0 - 82.9%
C+ = 78.0% - 79.9%
C = 65.0 - 77.9
D = 60.0% - 64.9%
F = 59.9% and below

Although it is best to submit all your assignments on time, life happens and sometimes we need to ask for an extension. In that case, please submit whatever you have done by the due date and send me a message on Canvas indicating when you'll be resubmitting the complete assignment. As your instructor, I want to help you be successful, so please contact me ASAP if you are falling behind. Except in the most justifiable and unforeseen circumstances, I do not offer incompletes.



Prerequisites / Co-requisites / Recommended Preparation

None





Educational Accessibility & Support

College of the Redwoods is committed to providing reasonable accommodations for qualified students who could benefit from additional educational support and services. You may qualify if you have a physical, mental, sensory, or intellectual condition which causes you to struggle academically, including but not limited to:

- Mental health conditions such as depression, anxiety, PTSD, or bipolar disorder
- Common ailments such as arthritis, asthma, diabetes, autoimmune disorders and diseases
- Temporary impairments such as a broken bone, recovery from significant surgery, or a pregnancy-related disability
- Neurodevelopmental disorders such as a learning disability, intellectual disability, autism, or a brain injury, or ADHD
- Vision, hearing, or mobility conditions



Available services include extended test time, quiet testing environments, academic assistance and tutoring through the [LIGHT Center](https://www.redwoods.edu/services/sass/light.php)  (<https://www.redwoods.edu/services/sass/light.php>), counseling and advising, alternate formats of course materials (e.g. audio books or E-texts), assistive technology, learning disability assessments, approval for personal attendants, interpreters, priority registration, on-campus transportation, adaptive physical education and living skills courses, and more. If you believe you might benefit from disability- or health-related services and accommodations, please contact [Student Accessibility Support Services \(SASS\)](https://www.redwoods.edu/services/sass/index.php)  (<https://www.redwoods.edu/services/sass/index.php>).

If you are unsure whether you qualify, please contact SASS for a consultation:
SASS@redwoods.edu (<mailto:SASS@redwoods.edu>).

SASS office locations and phone numbers

Eureka campus

- Phone: 707-476-4280,
- Locations: Student Services building, first floor SS113

Del Norte campus


- Phone: 707-465-2353
- Location: Main building, near the Library

Klamath-Trinity campus

- 707-476-4280



Academic Integrity

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic integrity, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated a lack of academic integrity, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the 2  025 College Catalog and CR Board and Administrative Policies.





AI Use Class Policy



Recent advancements in generative artificial intelligence (AI) have made large language models such as ChatGPT and Google's Bard widely available. Sometimes, using these tools appropriately can help us overcome barriers and allow us to focus on deeper learning. However, overuse of these tools can undermine the development of our critical and creative thinking skills.

In addition, AI outputs are often unreliable and frequently subject to bias. For these reasons, it is sometimes appropriate and sometimes inappropriate to use generative AI in the completion of assignments or in discussion posts.

For this class, please see the specific assignment instructions for guidance on how and when generative AI tools may be used appropriately as we're working on and learning from a particular assignment. Also, please keep in mind that you are responsible for anything you submit; please carefully review all AI-generated outputs, screening them for accuracy, bias, appropriateness, and fidelity to your perspective.





Disruptive Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [2024-2025 College Catalog](https://redwoods.elumenapp.com/catalog/2024-2025/home)  (<https://redwoods.elumenapp.com/catalog/2024-2025/home>) and [CR Board and Administrative Policies](https://go.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies)  (<https://go.boarddocs.com/ca/redwoods/Board.nsf/Public?open&id=policies>).




Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages  



instructors and students to use language that is inclusive and respectful.

Course Summary:

Date	Details	Due
	 Getting to Know You (https://redwoods.instructure.com/courses/21172/assignments/504337)	

