**STUDENTS WILL:**

**TOPIC AND SEARCH STRATEGY FORMULATION**

1. Locate and use background information
2. Identify keywords and controlled vocabulary terms
3. Identify the characteristics of information resources
4. Select search tools appropriate for information needs

**RETRIEVAL**

5. Use the library’s classification system to locate an item by call number
6. Search by author, title, and/or keyword in the library catalog to locate relevant items
7. Search an inter-disciplinary database (e.g. Ex. Academic ASAP) using Boolean operators, limit function, and other available search options
8. Use database features, such as marking/saving/printing/emailing citations/and linking to full-text
9. Determine local availability of items and use inter-library loan, as needed

**EVALUATION**

10. Evaluate information gathered by such criteria as:
   a.) Relevance/Context, b.) Authority/Validity/Peer review process, c.) Currency, d.) Reliability/Accuracy, and e.) Point of view/bias
11. Differentiate between popular and scholarly resources
12. Reformulate topic and/or strategy when search results are unsatisfactory

**ETHICAL USE OF INFORMATION**

13. Use documentation style manuals to cite sources