

LIBRARY

Library Learning Resources Center

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Digital Literacy Certificate of Competency

The certificate of completion in digital literacy is designed to accompany courses that prepare students for the workforce. The noncredit courses needed for completion introduce students to basic computer skills, library research, and web-based resources.

Learning Outcomes

Demonstrate and apply basic computer technology skills necessary for the completion of college course work, including basic file management, e-mail, document creation, use of library tools, use of Microsoft Word for document creation, and Internet research. Apply basic technology skills to identify, locate, retrieve, evaluate, and use a variety of reliable information sources, both print and electronic, for specific college courses or course-related work. Understand and employ conventions of acknowledging the work of others.

Required Courses

LIBR 500	Digital Literacy I
or	
CABT 500	Digital Literacy I
and	
LIBR 501	Digital Literacy II
or	
CABT 501	Digital Literacy II

Library Courses

LIBR 10 Information Research

1 unit; 3 hours Laboratory
Recommended Preparation: Eligibility for ENGL 100 or ESL 100 and READ 100.
Repeatability: May be taken a total of 1 time.
Teaches information literacy and research concepts, skills, and techniques. Covers online catalogs, full text databases, and Internet sites as well as library books and materials. Synthesizes and applies evaluation techniques to select quality information sources from a variety of resources for the construction of works cited lists. May be offered in a Distance-Learning Format.
Transfer Credit: Transfers to CSU; UC.

LIBR 10H Information Research Honors

1 unit; 3 hours Laboratory
Prerequisite: Honors Standing.
Recommended Preparation: Eligibility for ENGL 1A/1AH/1AMC/1AMCH; Eligibility for ENGL 100 or ESL 100 and READ 100 .
Repeatability: May be taken a total of 1 time.
Teaches information literacy and research concepts, skills, and techniques. Covers online catalogs, full text databases, and Internet sites as well as library books and materials. Synthesizes and applies evaluation techniques to select quality information sources from a variety of resources for the construction of works cited lists. Highlights student research and the construction of an annotated work cited list. May be offered in a Distance-Learning Format.
Transfer Credit: Transfers to CSU; UC.

LIBR 40 Health Information Research

1 unit; 1 hour Lecture
Repeatability: May be taken a total of 1 time.
Recommended Preparation: Eligibility for ENGL 100 or ESL 100 and READ 100.
Teaches information literacy for health-related topics and introduces searching and evaluation techniques to find reliable, relevant health information sources in library databases and on the Web. Provides instruction on citing sources using APA style. May be offered in a Distance-Learning Format.
Transfer Credit: Transfers to CSU.

LIBR 203 Tutoring Methods

1 unit; 1 hour Lecture
Repeatability: May be taken a total of 1 time.
Teaches methods for tutoring with special emphasis on learning theory, communication, and tutoring students with disabilities. Provides coursework needed to earn tutor certification.
Transfer Credit: Non-transferable.

LIBR 500 Digital Literacy I

0 units; 9 hours Laboratory
Repeatability: May be repeated.
Provides an introduction to basic computer skills, library research, and web-based campus resources, contextualized for specific courses. Overview of computer lab, local library, e-mail, document creation, file management, books, library databases, website evaluation, and citation as they relate to course assignments.

LIBR 501 Digital Literacy II

0 units; 9 hours Laboratory
Repeatability: May be repeated.
Continues the introduction to basic computer skills, library research, and web-based campus resources, contextualized for specific courses. Provides an introduction to campus computer labs and library, learning management systems, e-mail, document creation, file management, books and e-books, library databases, source evaluation, and citation as they relate to assignments for Cabrillo College courses.