



COURSE DESCRIPTION CARD - SYLLABUS

Course name

Information skills (once) [S1IChiP1>UI]

Course

Field of study	Year/Semester
Chemical and Process Engineering	3/6
Area of study (specialization)	Profile of study
–	general academic
Level of study	Course offered in
first-cycle	Polish
Form of study	Requirements
full-time	compulsory

Number of hours

Lecture	Laboratory classes	Other
0	0	0
Tutorials	Projects/seminars	
2	0	

Number of credit points

0,00

Coordinators

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Lecturers

Prerequisites

Student knows the basic principles of using library collections. Student has basic knowledge of keywords, search phrases and scientific terms related to the research topic, necessary to conduct a practical search. Student has the ability to search databases and the Internet. Student is aware of the need to develop the ability to obtain necessary materials in the education process.

Course objective

Developing students' information competences in the ability to search for multi-faceted professional and specialized literature, necessary when writing a diploma thesis. The need to educate students in the use of modern information and communication technologies, search tools supporting access and searching in information resources.

Course-related learning outcomes

Student knows the principles of using and providing access to print resources of scientific libraries. Student knows the legal aspects related to the use and remote sharing of electronic resources (specialized databases, repositories, scientific services, etc.). Student has knowledge of permitted and prohibited use of licensed resources.

Student has knowledge of professional information sources and tools useful for conducting literature analysis (licensed and Open Access).

Student knows the principles of creating basic and advanced search queries (information queries) using professional keywords, search phrases and logical operators in Polish and English.

Student knows how to create multi-faceted information searches in different types of sources (national and world sources of scientific information).

Student knows the principles of creating an appendix bibliography using useful tools.

Student has knowledge of the availability of professional literature in information resources on the topic of the thesis.

Student is able to independently search for needed information materials in print and electronic resources.

Student uses modern search tools that facilitate access and retrieval to gather needed literature.

Student is able to match the search strategy to the type of information source.

Student is able to develop an appendix bibliography on environmental technology using available bibliographic tools.

Student is able to present and use the collected literature in the research topic.

Student is able to recognize the need to search for the necessary materials for scientific work.

Student is aware of the existence of national and world bibliographic databases and full-text services covering literature in the field of environmental technology and related sciences.

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Evaluation of the practical ability to search for the indicated information in the library collection.

Programme content

General information about access to library collections.

Detailed information about access and conditions of use of electronic resources.

Methods of creating simple and advanced search strategies on the basis of print and electronic resources.

Tools to support access and retrieval of information in licensed and open access (Open Access) resources.

Managing an appendix bibliography based on available software (e.g., EndNote Web).

Course topics

General information about access to library collections (types of information sources, services for students related to studying and acquiring literature).

Detailed information on the provision and conditions of use of electronic resources.

Methods of creating simple and advanced search strategies on the basis of printed and electronic resources.

Practical search of Polish and world literature in different types of resources, using multifaceted criteria and search capabilities of information sources and taking into account access to full-text resources.

Linking tools, supporting access and retrieval of information, content aggregators and other technological facilities for searching, using examples of selected licensed and freely available (Open Access) resources.

Legal aspects of publishing, sharing and citing scientific content (licenses and the scientist's code of ethics).

Principles of bibliographic footnotes and possibilities of creating an appendix bibliography on the basis of data contained in databases, services or using available tools.

Teaching methods

Search for sources, individual work, discussion.

Bibliography

Basic

1. Print and electronic resources available through the Poznan University of Technology Library website, accessed at: <http://www.library.put.poznan.pl>
2. E-resources access and terms of use, accessed at: <https://library.put.poznan.pl/ezasoby>

Additional

1. Antczak, M., Nowacka, A. (2008), Footnotes, references, appendix bibliography: how to create and use - a manual, SBP Publishing House, Warsaw.

Breakdown of average student's workload

	Hours	ECTS
Total workload	2	0,00
Classes requiring direct contact with the teacher	2	0,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	0	0,00