



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Searching for scientific literature [N2ZiIP2>WLN]

### Course

Field of study	Year/Semester
Management and Production Engineering	2/3
Area of study (specialization)	Profile of study
Production control	general academic
Level of study	Course offered in
second-cycle	Polish
Form of study	Requirements
part-time	compulsory

### Number of hours

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

### Number of credit points

0,00

### Coordinators

### Lecturers

### Prerequisites

Basic principles of using the library collection. The skills to search databases and the Internet. Awareness of the need to develop the ability to obtain the necessary materials in the learning process.

### Course objective

Development of the ability to search for publications and information in terms of the thesis and development of the students' information workshop. Orientation to the characteristics of the thesis topics taken up.

### Course-related learning outcomes

Knowledge:

1. Student knows the rules of using printed and electronic library resources.
2. Student knows the rules of using printed and electronic library resources available in reading rooms and outside.
3. Student is able to choose different search strategies in each type of resources.
4. Student knows the possibilities of borrowing library materials from other national and foreign libraries.
5. Student demonstrates the knowledge of preparing bibliography.
6. The student is able to select the accurate literature for the chosen topic.

#### Skills:

1. Student is able to search for the necessary information materials in the printed and electronic library resources using modern searching tools.
2. Student is able to present and use materials in defined research topics.

#### Social competences:

1. Student is aware of the source and existence of national and world bibliographic databases and full text services.
2. Student is aware of the use of information search skills in his professional career and personal development.

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Attendance at classes is a prerequisite for credit.

### Programme content

Reminder of general information on access to library collections.

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

Methods of creating simple and advanced search strategies on the basis of print and electronic resources for a given field of study / specialization.

Tools to support access and retrieval of information in licensed and open access resources, taking into account the specific field of study.

Bibliography management based on available software.

### Course topics

- Access and terms of use of electronic resources (reminder)
- Informed use of search engines, an overview of tools of this type in the world
- Importance of properly prepared keywords, taking into account the specificity of the databases and subject
- Advanced search operators, narrowing of results
- Examples of keyword selection and typical mistakes
- Sources for publications in Polish and in foreign languages, with the expansion of resources for a specific field of study
- Expanding the catalog of search databases useful for higher years of study
- Methods for obtaining the full text of publications
- Tools supporting bibliography management by example (EndNote Basic software)

### Teaching methods

Practice: multimedia presentation with examples and solutions to problems that appear among library users. Examples of searching for resources, including non-standard ones. Discussion focused on current challenges of searching scientific publications.

### Bibliography

1. Printed and electronic resources available through the website of the Library of the Poznań University of Technology, accessed at <http://www.library.put.poznan.pl>.
2. access and terms and conditions of use of the e-sources, access: <https://library.put.poznan.pl/dostep-i-warunki>
3. Training materials: <https://library.put.poznan.pl/materialy-informacyjne>
4. Materials on Open Access: <https://library.put.poznan.pl/open-access>
5. Purdue Online Writing Lab, [https://owl.purdue.edu/owl/purdue\\_owl.html](https://owl.purdue.edu/owl/purdue_owl.html)

### 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