COURSE ASSESSMENT: CHECKLIST OF SPECIFIC LIBRARY/RESEARCH SKILLS
See also DOES MY COURSE NEED LIBRARY INSTRUCTION

Consider what you want or need your students to know in order to achieve success with research assignments. Evaluate these on this Important/Somewhat Important/Not very Important/Not needed scale by checking them off, prioritizing them, whatever works for you. If you’re not sure, put a “?” Are you also preparing students to use these skills in other courses? Are these skills needed primarily ‘in the academy’ or are a some of them foundational workforce skills? Which skills do you assume your students have gotten elsewhere [and where you think they received them] - whatever makes the listing of most value to you. The more checkmarks, priority #1, etc. that you have, the more you should consider a consultation with your Reference/Instruction Librarian liaison.

<table>
<thead>
<tr>
<th>U=Skills for Undergraduates</th>
<th>Absolutely needed</th>
<th>Sometimes needed</th>
<th>Rarely needed</th>
<th>Assume students already have skill</th>
</tr>
</thead>
<tbody>
<tr>
<td>G=Skills for Graduates</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B=Both</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- find books
- identify the basic/standard reference sources for the discipline [print/non-print]
- find primary sources
- find background information on a topic
- how to find very recent information
- read and understand scholarly articles
- know how to write an abstract
- know how to conduct and write a literature review
- know how to research and write an annotated bibliography
- know how to find statistical information and incorporate it into a project
- how to evaluate the information found in print resources
- how to evaluate the information found in electronic resources such as article databases
- how to evaluate the information via the Internet
- how to find book reviews
- how to incorporate proper citation [MLA, APA, etc.]
- use of government documents
- use of the Library’s Electronic Reserve service
- know what to do if the Library doesn’t have the materials needed

Marsha Miller, Reference/Instruction Librarian, November 2010