

INVESTICE DO ROZVOJE VZDĚLÁVÁNÍ

# Courses of Information Literacy

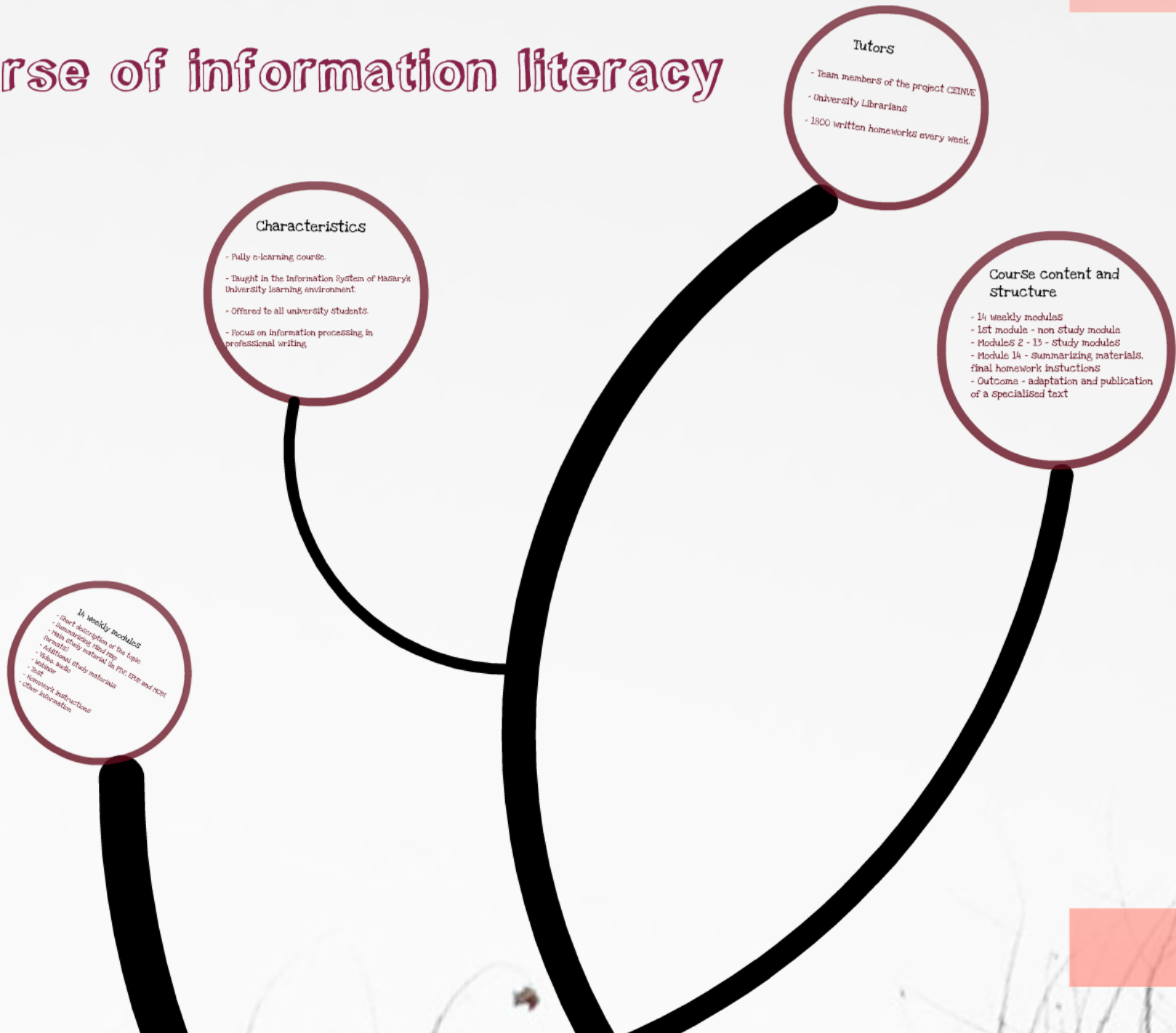


INVESTICE DO ROZVOJE VZDĚLÁVÁNÍ

# Courses of Information Literacy



# Course of information literacy



# Characteristics

- Fully e-learning course.
- Taught in the Information System of Masaryk University learning environment.
- Offered to all university students.
- Focus on information processing in professional writing

# Tutors

- Team members of the project CEINVE
- University Librarians
- 1800 written homeworks every week.

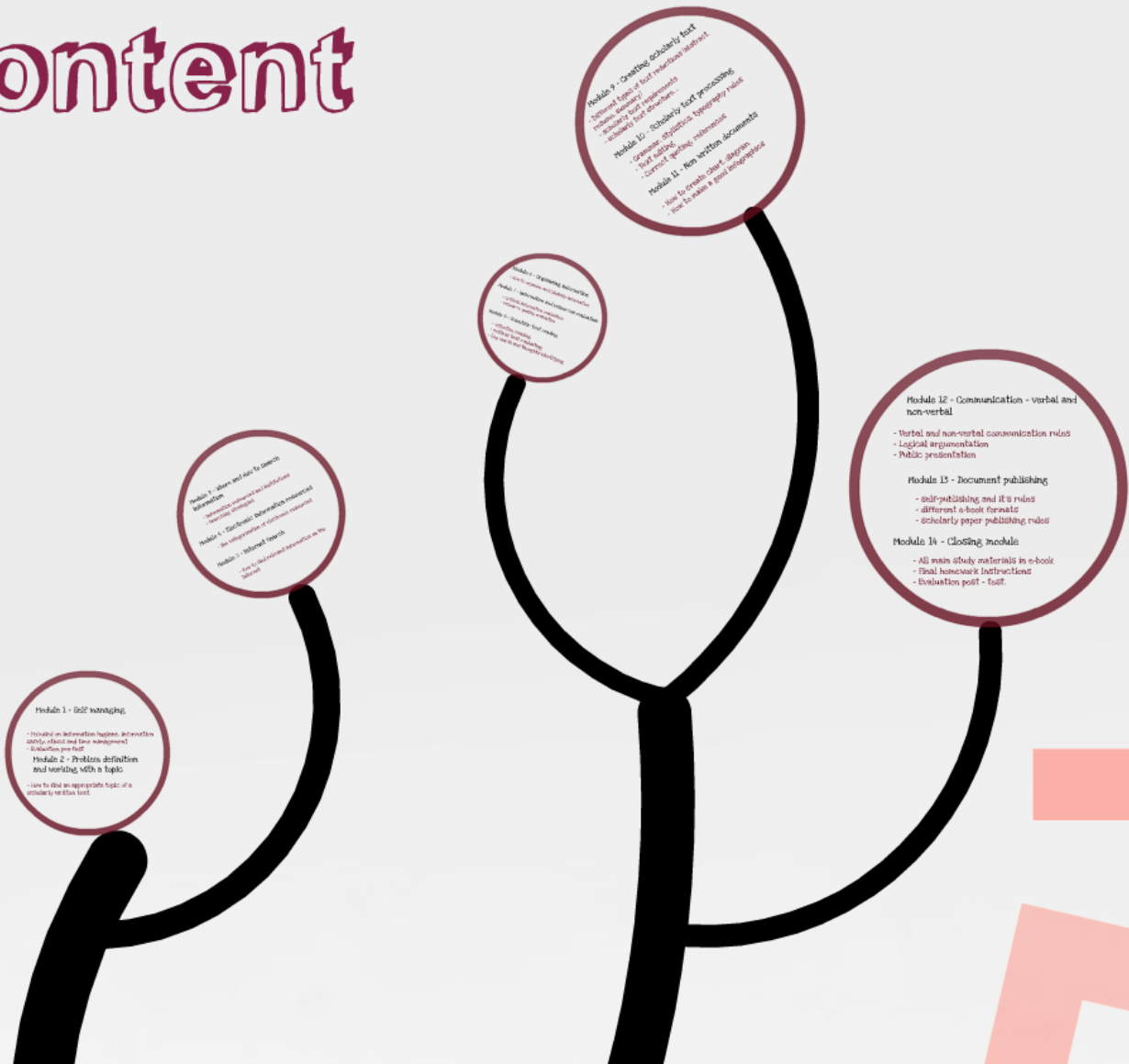
# Course content and structure

- 14 weekly modules
- 1st module - non study module
- Modules 2 - 13 - study modules
- Module 14 - Summarizing materials, final homework instructions
- Outcome - adaptation and publication of a specialised text

## 14 weekly modules

- Short description of the topic
- Summarizing Mind Map
- Main study material (in PDF, EPUB and MOBI formats)
- Additional study materials
- Video, audio
- Webinar
- Test
- Homework instructions
- Other information

# Course content





## Module 1 - Self managing

- Focused on information hygiene, information safety, ethics and time management.
- Evaluation pre-test

## Module 2 - Problem definition and working with a topic

- How to find an appropriate topic of a scholarly written text.

## Module 3 - Where and How to Search information

- Information resources and institutions
- Searching strategies

## Module 4 - Electronic information resources

- The categorization of electronic resources

## Module 5 - Internet Search

- How to find relevant information on the Internet

## Module 6 - Organizing information

- How to organize and classify information

## Module 7 - Information and resources evaluation

- critical information evaluation
- resource quality evaluation

## Module 8 - Scientific text reading

- effective reading
- critical text evaluating
- key words and thoughts identifying

## Module 9 - Creating Scholarly text

- Different types of text reductions (abstract, reSume, Summary)
- Scholarly text requirements
- Scholarly text structure....

## Module 10 - Scholarly text processing

- Grammar, stylistics, typography rules
- Text editing
- Correct quoting, references

## Module 11 - Non written documents

- How to create chart, diagram
- How to make a good infographics

## Module 12 - Communication - verbal and non-verbal

- Verbal and non-verbal communication rules
- Logical argumentation
- Public presentation

## Module 13 - Document publishing

- Self-publishing and its rules
- different e-book formats
- scholarly paper publishing rules

## Module 14 - Closing module

- All main study materials in e-book
- Final homework instructions
- Evaluation post - test.

# Creative Work with information

## Topics

1. Thinking and Time Management
2. Creativity
3. Asson-sounds and Brainstorming
4. Mind maps and 500+ Thinking tools
5. Visual thinking and Infographics
6. Media literacy and social networks
7. Active reading and speed/verbal reading
8. Creative writing
9. Storytelling
10. Learning techniques
11. Memory techniques and argumentation
12. Verbal communication and presentation
13. Wikipedia and How to edit and listen
14. Conclusions

## Module content

- Main study materials for class there in PDF, PPT and most crucial short abstracts of the topics
- Supporting and paper
- Additional study materials
- Homework instructions
- Office information

Thank you  
for your attention

Tatjana Kollon  
kollon@phn.uni.cz

## Blended Learning

- Workshops every week
- students can choose between written homework or workshop

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# Topics

1. Thinking and Timemanagement
2. Creativity
3. ASSociations and BrainStorming
4. Mind maps and (Six) Thinking Hats
5. ViSual Thinking and Infographics
6. Medial literacy and Social networks
7. Active reading and Speed(turbo) reading
8. Creative writing
9. Storytelling
10. Learning techniques
11. Memory techniques
12. Verbal communication and argumentation
13. wikipedia and How to ask and listen
14. Conclusion



# Module content

- Main study materials (on Slide Share, in PDF, EPUB and MOBI formats)
- Short description of the topics
- Summarizing Mind Maps
- Additional study materials
- Homework instructions
- Other information

Thank you  
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Kateřina Hořková  
hořkova@phil.muni.cz