

## **COURSE FOR LEARNING TO SEARCH FOR AND USE INFORMATION.**

### **ADVANCED LEVEL.**

**Speciality: Science and Technology**

#### **MODULE 1. INFORMATION RESOURCES**

##### **1.1. Information**

- 1.1.1. Explosion and democratization of information
- 1.1.2. Why and for what purpose do I need the information?
- 1.1.3. What kind of information do I need?

##### **1.2. Types of information sources**

- 1.2.1. Primary sources
- 1.2.2. Secondary sources
- 1.2.3. Assessment and selection of sources

##### **1.3. Website information**

- 1.3.1. Open access and scientific and academic publications
- 1.3.2. Search engines: *Google* and *Google Academic*
- 1.3.3. Repositories: *RUdeRA* and *Recolecta*

#### **MODULE 2. PROCESS FOR SEARCHING FOR INFORMATION**

##### **2.1. Introduction. Determining the information need**

##### **2.2. Search strategies**

- 2.2.1. Choosing search terms
- 2.2.2. Using operators

##### **2.3 Processing search results**

- 2.3.1. Selecting pertinent documents
- 2.3.2. Visualizing and obtaining documents

##### **2.4. . Search tools**

- 2.4.1. Electronic magazines and books: Publication Finder. Greco
- 2.4.2. PLINIO: BUCLM metasearcher
- 2.4.3. Dialnet
- 2.4.4. ProQuest Central

#### **MODULE 3. SPECIALIZED RESOURCES IN SCIENCE AND TECHNOLOGY**

##### **3.1. Main resources in Spanish:**

- 3.1.1. CSIC databases
- 3.1.2. AENORMás

##### **3.2. Main international resources:**

- 3.2.1. IEEE
- 3.2.2. ProQuest specialized databases
- 3.2.3. Ebsco specialized databases

##### **3.3. Other resources**

- 3.3.1. Other supplementary databases
- 3.3.2. Search engines, portals and specialized websites
- 3.3.3. UCLM Research centres

#### **MODULE 4. INFORMATION PROCESSING AND ETHICS**

##### **4.1. Evaluating and organizing information**

- 4.1.1. Evaluating Information
- 4.1.2. Organizing information
- 4.1.3. Tools for organizing information

#### **4.2. Using information: what can be copied and how**

4.2.1. Ethical and legal use of information: plagiarism

4.2.2. Quoting and Bibliography

#### **4.3. Writing and presenting research papers**

4.3.1. Types of research papers.

4.3.2. Concept of End-of-degree thesis and UCLM regulations

4.3.3. Drawing up written work

4.3.4. Oral presentation of work