

## CHS Information Literacy Instruction

The Media Center is providing units of instruction to match your needs. These units are designed to mix-and-match and be custom designed to fit your curricular and instructional needs. The Media professionals will work with your timeframe and schedule. Hands-on lessons require a computer lab.

The 11 units of instruction are listed below.

### Unit 1: FHS Orientation

Four components:

Orientation video-on-demand (9 minutes)

Orientation walk-thru (10 minutes)

*Rosie* video-on-demand (60 minutes)

*Rosie* program introduction (10 minutes)

### Unit 2: Online Catalog 15 minutes (demo)

Perform basic and advanced searches

Access and interpret *Title Peek* and "Web Express"

Access personal records; place holds; create lists; etc.

Create online reviews

### Unit 3: Booktalks varied lengths

Request specific; designed to match your needs

Examples include: good books for free reading; curriculum specific topics or genres; books for literature circles; 10 books in 10 minutes; read around/bookpass; etc. Bibliographies created by request.

### Unit 4: Evaluation of Materials 10-15 minutes

Effectively evaluate print materials

Effectively evaluate non-print materials, including websites

### Unit 5: CHS Website 10 minutes (demo)

CHS website layout and design

Website navigation

Resources and elements related to website

### Unit 6: Online Search Strategies 20 minutes (demo or hands-on)

To create effective online searches

To create a focused search online; Boolean logic

To understand basic layout of online resources

To understand navigation techniques

### Unit 7: General Database Instruction 30-40 minutes (hands-on)

Understanding of invisible web concept and purpose

General knowledge of databases content

Choosing appropriate database for assigned task

Navigating databases

Remote access

[Unit 8: Specific Database Instruction](#) 10-15 minutes (hands-on)

Knowledge of selected database(s) content

Choosing appropriate database(s) for assigned task

Navigation of specific database(s)

Remote access

[Unit 9: Research Planning and Strategies](#) 30 minutes

To develop an effective and meaningful research strategy

- define the research question
- plan the search strategies
- gather, sort and evaluate information
- synthesize information
- produce a final product and report the information
- reflect on the success of the research plan

[Unit 10: Multimedia Resources](#) 60 minutes (hands-on)

To create various types of multimedia projects

General knowledge of various software programs and resources

[Unit 11: Networking Skills](#) 15 minutes (demo or hands-on)

Review Acceptable Use Policy (AUP)

Review log-in access

Access of shared H drive; in school and remotely

Placing, sharing items from H drive

Wireless access using your laptop