Global Perspectives Workshop, Spring 2012: 
*Shared Teaching Materials on Documentation*

Bridget Draxler, CAC
Session Summary

- Notecard Activity: prioritizing communication goals
  - Documentation @ Monmouth College
  - Finding Sources
  - Organizing Sources
    - Zotero
  - Evaluating Sources
  - Citing Sources
  - Using Sources
- Discussion: What other shared materials would promote vertical integration?
Notecard Activity

- What are the 3 most important communication skills students should have when they complete Global Perspectives?
Notecard Activity

- What are the 3 most important communication skills students should have when they complete Global Perspectives?

- **Speed Dating Idea Exchange:** How do you teach your students these skills?
CAC Online Resource Guide

- [http://cacresourceguide.wordpress.com/](http://cacresourceguide.wordpress.com/)

**Documentation**

*May 22, 2012*

**Documentation at Monmouth College:**

- Documenting Sources Powerpoint
- Research Skills taught in Eng110, Comm101, ILA

**Finding Sources:**

- Hewes Library
- Research Guides
- Google Scholar

**Organizing Sources:**

- Zotero
- Zotero Mini Guide
- Zotero Tutorial

**Evaluating Sources:**
[1] Documenting Sources @ MC

- **Documentation powerpoint**: review content from Eng110 and Comm101 shared texts

- **Documentation handout**: research skills taught in Eng110/Comm101/ILA

What other documentation strategies are unique to MC?

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[2] Finding Sources

- Hewes Library
  - Resource Guides
- Google Scholar

Where else do you send students?

- ____________________________________________________________
- ____________________________________________________________
- ____________________________________________________________
- ____________________________________________________________
- ____________________________________________________________
[3] Organizing Sources

See “Zotero Mini-Guide” (*handout*) and “Zotero Tutorial” (*video*)

Tip: Zotero is compatible with **Firefox**—not Internet Explorer
Find search catalog on library website
Search for a resource on your topic
Click on an article for a full description

Dispelling Myths About Online Education.

Authors: DeMaria, Roseanna¹,²
Bongiovanni, Ted³,⁴

Source: BizEd; Mar/Apr 2012, Vol. 11 Issue 2, p36-40, 4p

Document Type: Article

Subject Terms: *WEB-based instruction
*HIGHER education
*VIRTUAL classrooms
*EDUCATORS
*EDUCATION -- Methodology

Abstract: The article discusses the various issues that question the effectiveness of web-based instruction as a learning tool in higher education. The authors relate that recognizing the advantages of digital education can provide educators the ability to enhance virtual classrooms and prepare students in technology-driven...
Click on the Zotero icon to save.
Open Zotero (half screen)
The article is automatically added to your Zotero library, including all metadata.
In the middle column is a list of all the articles you’ve uploaded.
The gray triangle means Zotero uploaded a full-text PDF along with the citation.
Click on the gray triangle to open (and take notes on) the PDF full text.
Citation info (and a place to keep notes) are on the right hand side.
You can edit any citation information that is incomplete

**Item Type:** Journal Article

**Title:** Dispelling Myths About Online Education

**Author:** DeMaria, Roseanna

**Author:** Bongiovanni, Ted

**Abstract:** The article discusses the various iss...

**Publication:** BizEd

**Volume:** 11

**Issue:** 2

**Pages:** 36–40

**Date:** Apr 2012

**Series:**
Sort articles into folders on the left
Make a new folder for each research project: click on the folder icon (left) and name your collection.
Zotero automatically saves your work, but you can do it manually by clicking the round green “sync with Zotero” arrow.
Zotero can also pull articles from search engines like Google Scholar.
When you have a list of search results on the screen, rather than a single item, the search bar will have a folder icon.
Click on the folder to quickly save multiple items from your search.
The red box in the lower right hand corner tells you that Zotero is downloading your items.
Once your articles are downloaded, you can read, take notes, and create a works cited page.
Students can save their Zotero libraries (including the PDFs) after they leave MC.

See Zotero’s website for more features to customize your library, including sharing functions.
Other Resources

- **[3] Evaluating Sources**
  - Checklist
  - Comm101 library exercise

- **[4] Citing Sources**
  - MLA citation guide
  - Strategies for Citing Sources
  - Academic Honesty
  - Plagiarism Podcast

- **[5] Using Sources effectively**
  - Integrating Quotations
Discussion: Vertical Integration in GP

- What can you do to look forward?

- What can you do to look backward?

- What other shared materials would support vertical integration?

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