Name:_____

"I can..." Check off as you master the standards!

My A to Z Common Core Library Skills Checklist

- ☐ **Advance search** using databases and internet search engines (Google)
- ☐ **Boolean search** using keywords and use these terms to further research
- ☐ **Collaboratively compose** and share documents
- ☐ Determine **next steps** to take
- ☐ **Draw** clear and appropriate **conclusions** supported by evidence and examples
- ☐ **Evaluate sources** using established criteria
- ☐ **Filter** information effectively
- ☐ **Formulate the topic**, problem or question independently
- ☐ **Generate/incorporate visual elements including infographics, charts, diagrams, photographs, images...**
- ☐ **Hyperlink** to dynamic sources

- ☐ Independently use an **OPAC to locate books to support personal reading and academic interests**
- ☐ Integrate basic elements of **document design (font, white space...)**
- ☐ Juxtapose the same **information as it appears in digital and print forms**
- ☐ Know how to create, conduct, and incorporate **interviews, surveys, and polls** into research products
- ☐ Locate and incorporate a **variety of sources**
- ☐ **Maintain a position and prove it**
- ☐ **Note take** using a variety of print and digital strategies (NoodleTools)
- ☐ **Organize information** effectively during all research stages
- ☐ **Parenthetically cite sources** according to standard style formats using signal phrases where appropriate
- ☐ Practice the ethical/responsible use of information according to **copyright and fair use guidelines**
- ☐ **Question sources** for bias and omission
- ☐ Read and generate a **variety of text features** (headings, TOC, electronic menus, icons)
- ☐ **Report findings** in most effective format through appropriate publishing tools
- ☐ **Research in real time** using tools including social media
- ☐ **Synthesize and summarize** information from multiple sources and perspectives
- ☐ **Tag, comment, annotate, subscribe** digitally
- ☐ Understand **purpose** for using primary vs. secondary sources
- ☐ Understand the **purpose** of citation (MLA and APA)
- ☐ **Upload and embed** documents/variety of files/widgets
- ☐ Use **word processing** applications and advanced features including commenting and reviewing
- ☐ **Vary paraphrases, quotations, summary, and use of signal phrases** in research writing
- ☐ Weigh the "pros and cons" of sources and media based on **audience, purpose, and desired message**
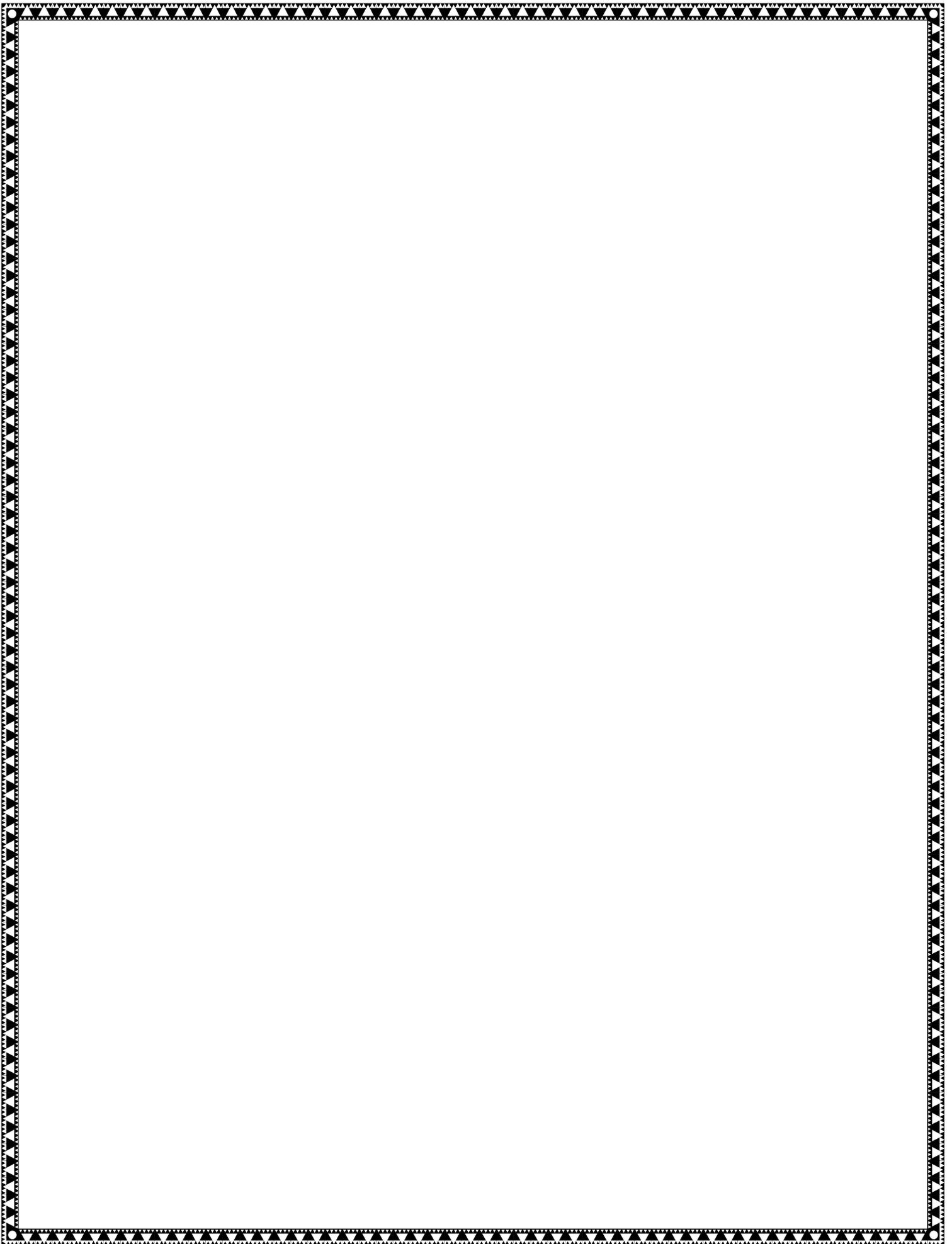- ☐ X-plore **personal topics of interests**

- ☐ Yield to the **revision of search strategies and reevaluation of keywords**
- ☐ Zero in on **strengths and goals for improvement** through ongoing reflection

Name:_____

"I can…" Check off as you master the standards!

My Elementary Common Core Library Skills Checklist

- ☐ Analyze multiple accounts of the same event or topic, noting important similarities and differences in the point of view they represent
- ☐ Categorize information from multiple sources
- ☐ Check out and return books to support personal and academic interests
- ☐ Cite textual evidence to support analysis of what a text says
- ☐ Collaborate with peers to produce and publish
- ☐ Conduct short research projects
- ☐ Differentiate between Subject, and Keyword buttons
- ☐ Follow ABC arrangement to locate information
- ☐ Gather information from multiple print and digital authoritative sources to answer a question
- ☐ Generate a list of sources
- ☐ Identify similarities and differences between two texts on the same topic.
- ☐ Independently use an OPAC to locate materials
- ☐ Integrate information from several texts on the same topic
- ☐ Investigate different aspects of a topic
- ☐ Know and use a variety of text features (headings, TOC, electronic menus, icons)
- ☐ Locate nonfiction and fiction resources in the library
- ☐ Locate an answer to a question quickly and independently
- ☐ Participate in shared research using print and digital materials
- ☐ Read a number of books by the same author and express opinions about them
- ☐ Research and write on a topic for an extended period
- ☐ Take brief notes on sources
- ☐ Understand and practice cyber safety
- ☐ Use a variety of digital tools to produce and publish writing
- ☐ Use bookmarked websites and pathfinders to find appropriate information
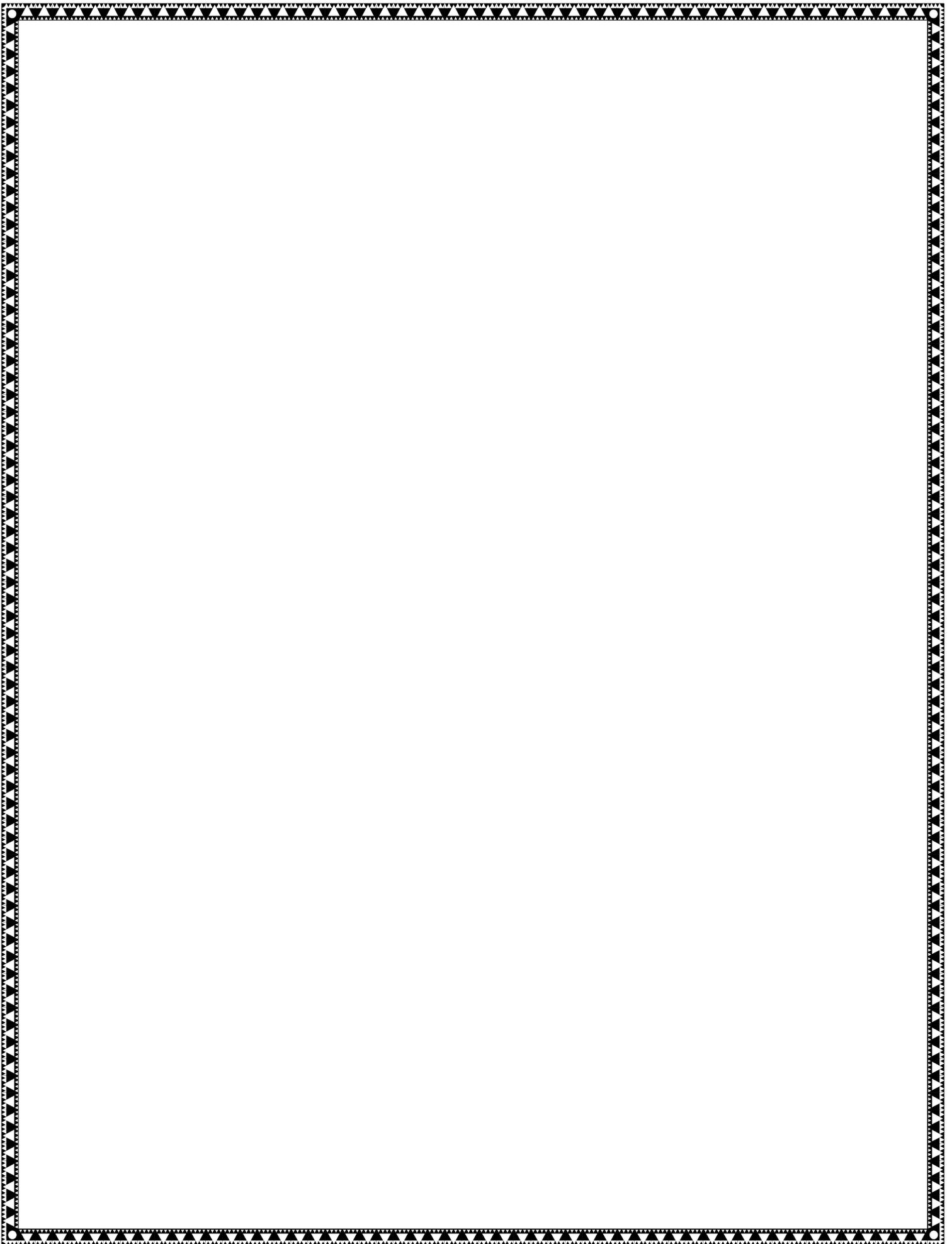
Common Core Secondary Level Library Vocabulary

Tier 2 Words

annotate
bias
bookmarked
collaborate
compose
conclusions
credibility
currency
document
evaluate
evidence
format
interview
juxtapose
notetaking
omission
paraphrase
plagiarism
position
publish
publisher
quotation
reflection
research
revise
scholarship
source
subscribe
summary
synthesize

Tier 3 Words

advance search
asynchronous
Boolean
copyright
creative commons
curate
database
digital citizenship
digital footprint
document design
embedded
fair use
fiction
filter
genre
hyperlink
infographics
journal
keyword
full text
nonfiction
parenthetical citation
pathfinder
peer-reviewed
periodical
primary source
reference
research in real-time
search engine
secondary source
signal phrase
standard style
subject search
Steampunk
subscribe
synchronous
widget

Common Core Secondary Level Library Vocabulary
Tier 3 Words

Advanced Search
Apps
Asynchronous
Attribution
Avatar
Authority
Bias
Biased Sources
Blogs
Blooks (Wikis, Widgets, and Blogs)
Bookmarks
Boolean operators
Call numbers
Cell (Spreadsheets)
Check-in (Location-Based Services)
Citing sources
Cloud
Collaborative authorship
Copyright and Digital Ethics
Crawler (Basic and Advanced Search Skills)
Creative Commons
Curate
Currency
Databases
Developing a research question
Digital Footprint
Digital Moviemaking
Disinformation
Document design
Electronic Graphic Organizers
Embedded
Fair Use

Fiction
File Sharing
Filters
Finding information online
Fonts (Document Design)
Footnote (Wikipedia)
Full text
Gaming
Gateway source
Genre
Geotagging
GIF
Google Docs (found in Google)
Hashtag
OPAC
Hyperlink
Infographic
Intellectual Property
Journal (peer-reviewed)
JPEG
Keyword Search
Multimedia Presentations
Netcast
Nonfiction
Open Source Software
PageRank (Google)
Paraphrasing
Parenthetical citation
Pathfinder
Peer-reviewed
Periodical
Plagiarism
Podcasting

PowerPoint
Primary Sources
Profile
Public Domain
Query
Quoting
Summarizing
Reference
Research in real-time
RSS Feed
Scholarly
Search Engine
Secondary Source
Signal phrase
Slander and Libel
Social Media
Social Networking
Spreadsheet
Steampunk
Streaming video
Subject heading
Subject search
Subscribe
Synchronous
Tag (Wikis, Widgets, and Blogs)
TIFF
Transmedia
Twitter and Microblogs (retweet)
Video Blog
Web 2.0
Web Browser
Widget
Wiki (Wikipedia)

Common Core Standards ELA Grade 9-10	Specific Information Literacy Skill Breakdown	Content Specific Vocabulary	
CC.9-10.SL.2 Comprehension and Collaboration: Integrate multiple sources of information presented in diverse media or formats (e.g., visually, quantitatively, orally) evaluating the credibility and accuracy of each source.	1. Effectively locate a variety of print and digital resources 2. Search the internet effectively 3. Use filters effectively 4. Revise search strategies 5. Evaluate the credibility and accuracy of sources 6. Integrate surveys, polls, interviews into product 7. Integrate charts, tables and diagrams into product 8. Integrate photographs into product 9. Create products in diverse media formats based on rhetorical purpose	attribution avatar bias Boolean call numbers cell Copyright/Digital Ethics Creative Commons databases digital moviemaking disinformation document design embed filter OPAC transmedia	Fair Use font full-text hashtag infographics netcast podcast PowerPoint spreadsheet Search Engine tools streaming video wiki Web 2.0 tools widget video blog JPEG, GIF, TIFF web browser
CC.9-10.W.6 Production and Distribution of Writing: Use technology, including the Internet, to produce, publish, and update individual or shared writing products, **taking advantage of technology's capacity to link to other information and to display information flexibly and dynamically.**	1. Load and upload documents/files 2. Effectively use word processing applications 3. Determine and effectively use the best publishing tool 4. Link to and cite sources 5. Compose and share documents collaboratively using technology tools 6. Understand basic elements of document design 7. Tag, comment, annotate, subscribe digitally	blogs blooks cloud curate digital footprint file sharing embed Intellectual property bookmark Geotagging App Microblog (Twitter, tweet, retweet)	Google Docs hyperlink pathfinder profile public domain RSS feed asynchronous synchronous tag wiki subscribe open source software (Wikipedia) social media social networking

CC.9-10.W.7 Research to Build and Present Knowledge: Conduct short as well **as more sustained research projects** to answer a question (including a self-generated question) or **solve a problem**; narrow or broaden **the inquiry** when appropriate; **synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.**	1. Formulate questions 2. Determine and effectively locate a variety of resources 3. Revise search strategies 4. Use databases, websites, social media, books, visuals 5. Evaluate sources 6. Formulate answers 7. Synthesize information 8. Compose summaries 9. Report findings 10. Reflect on the path and process 11. Generate "conclusions" 12. Determine next steps	OPAC keyword search periodical journal peer-reviewed primary source secondary source query reference research in "real-time" gateway source	subject headings subject search electronic graphic organizer
CC.9-10.W.8 Research to Build and Present Knowledge: Gather relevant information from multiple **authoritative** print and digital sources, using **advanced searches** effectively; assess the usefulness of each source in answering the research question; **integrate information into the text selectively to maintain the flow of ideas,** avoiding plagiarism and following a standard format for citation.	1. Effectively locate a variety of resources 2. Revise search strategies 3. Use advanced search features 4. Apply database and internet filters such as keyword, subject, "search within" publication search, advanced search, Boolean, related searches, document type, date 5. Determine credibility/ accuracy of a source 6. Understand purpose for using primary/secondary sources 7. Understand purpose of citation (MLA and APA) 8. Incorporate parenthetical citation (paraphrase and quotation) using signal phrases where appropriate 9. Create Works Cited page	OPAC Advanced search citing sources keyword search page rank paraphrasing parenthetical citation signal phrase plagiarism primary source secondary source	quoting summarizing research in "real-time" scholarly slander libel subject headings subject search footnote gateway source

Common Core Standards ELA Grade 11-12	Specific Library Information Literacy Skill Breakdown		
CC.11-12.R.I.7 Integration of Knowledge and Ideas: Integrate and evaluate multiple sources of information presented in different media or formats (e.g., visually, quantitatively) as well as in words in order to address a question or solve a problem.	1. Effectively locate a variety of resources 2. Revise search strategies 3. Evaluate the credibility and accuracy of sources 4. Integrate primary and secondary sources surveys, polls, interviews 5. Integrate charts, tables and diagrams 6. Integrate photographs	7.	8.
CC.11-12.SL.2 Comprehension and Collaboration: Integrate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, orally) in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.	1. Locate diverse print and non-print sources 2. Evaluate the credibility and accuracy of sources 3. Integrate surveys, polls, interviews 4. Integrate charts, tables and diagrams 5. Integrate photographs 6. Understand advantages and disadvantages of each source type	7.	8.
CC.11-12.W.6 Production and Distribution of Writing: Use technology, including the Internet, to produce, publish, and update individual or shared writing products in response to ongoing feedback, including new arguments or information.	1. Search effectively using advanced search tools including filters 2. Load and upload documents/files 3. Determine and effectively use the best dynamic publishing tool 4. Compose and share documents collaboratively 5. Understand the conventions of writing digitally, including the role of visual rhetoric document design and typography 6. Link to and cite sources	7.	8.
CC.11-12.W.7 Research to Build and Present Knowledge: Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating	1. Formulate questions and determine appropriate resources 2. Effectively locate a variety of resources 3. Revise search strategies 4. Use databases, websites, social media, books, visuals 5. Tag, comment, annotate, subscribe digitally 6. Evaluate sources 7. Formulate answers, synthesize information, compose summaries	13.	14.

understanding of the subject under investigation.	8. Reflect on the path and process 9. Generate "conclusions" 10. Compose summaries 11. Report findings 12. Determine next steps		
CC.11-12.W.8 Research to Build and Present Knowledge: Gather relevant information from multiple authoritative print and digital sources, using advanced searches effectively; assess the **strengths and limitations** of each source **in terms of the task, purpose, and audience**; integrate information into the text selectively to maintain the flow of ideas, avoiding plagiarism and overreliance on any one source and following a standard format for citation.	1. Use the Deep Web, subject guides, and alternative internet research pathways 2. Use advanced search features and apply database and internet filters such as keyword, subject, "search within" publication search, Boolean logic, document type, date 3. Select a variety of primary and secondary sources and visuals from various locations 4. Determine strengths and weaknesses of source by rhetorical purpose 5. Determine credibility/ accuracy of a source 6. Understand the purpose of citation (MLA and APA) and create Works Cited Page 7. Differentiate between summary, paraphrase, and quotation and incorporate into writing 8. Stylistically incorporate parenthetical citation (paraphrase and quotation) and signal phrases	9.	10.

Digital Citizenship

Avoiding Predators Online
Botnet (found in Viruses and Spam)
Cell Phone Etiquette
Communications Decency Act
COPPA
Cyberbullying
Cyberstalker
Digital citizenship
Digital Etiquette
E-thugging (Texting, Sexting, and Flaming)
Firewall
Flaming
Identity Theft
Megan Meier Cyberbullying Prevention Act
Netiquette (Digital Etiquette
Privacy and Hacking
Sexting (Digital Footprint)
Sexual Predators
Spambots
Spyware
Poke (Texting, Sexting, and Flaming)
The Social Media Privacy Act
Troll (found in Texting, Sexting, and Flaming)
Tyler Clementi Higher Education Anti-Harassment Act
Viruses and Spam