Information Literacy Teaching Framework

We are bombarded with information from every direction so it is imperative that we equip students with the information literacy skills to effectively search, evaluate and reference the information they encounter. These skills go beyond enabling students to reach their potential at Royal Holloway, impacting their career choices and employability. Employers demand that graduates have transferable skills and are confident independent learners. Information literacy skills enable students to approach assignments with confidence and enter the job market with skills integral to their ongoing success. Specialist library staff can equip students with these skills by delivering teaching tailored to their specific needs.

**Discovering**

- **Introduction to searching:** Students learn to identify keywords and use these effectively to find relevant material in LibrarySearch and key e-resources for their subject.
- **Intermediate searching skills:** Students learn how to develop an effective search strategy by combining search terms and applying other search techniques. They learn how to search other relevant e-resources and access information beyond our collections.
- **Advanced search skills:** Students learn how to conduct citation searching. They receive support on conducting literature reviews and systematic reviews.

**Benefits to students’ academic studies and employability**

- Students can identify their information needs and carry out effective searches.
- This supports their research for assignments and enables them to explore confidently beyond their reading lists.
- This skill is essential for helping students research career options and use evidence to make informed decisions in future job roles.

**Evaluating**

- **Thinking about information:** Students learn about the issues of unreliable information such as fake news, online scams and filter bubbles and understand the importance of selecting good quality information.
- **Selecting information:** Students learn how to apply a set of criteria to assess the reliability and usefulness of resources for their academic work.
- **Thinking critically:** Students develop an in-depth understanding of how to critically evaluate information in their subject area.

**Benefits to students’ academic studies and employability**

- Students are able to choose reliable and relevant information for assignments.
- They can avoid misinformation and reach conclusions based on sound evidence and research, an invaluable skill in the workplace.
- The ethical and legal use of information is important in a wide range of jobs and careers.
- Enabling students to reference and manage information will support their achievement in assignments and equip them with the skills to manage information in the future.

**Referencing**

- **Principles of referencing (in collaboration with CeDAS):** Students learn about the principles of referencing so they can avoid plagiarism and understand the potential consequences of mismanaging information.
- **Your subject’s reference style guide:** Students examine the general rules for referencing and how to create references using their subject’s reference style guide.
- **Reference management tools:** Students learn about using a reference management tool and how to use this to store and manage their references.

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- Enabling students to reference and manage information will support their achievement in assignments and equip them with the skills to manage information in the future.
- Students are able to manage their digital presence effectively to ensure it works to their advantage.
- We can support students in sharing their research appropriately and increasing its impact.

**Communicating**

- **What would employers and others learn from your digital self? (in collaboration with Careers and Employability):** Students learn how to manage their online identity and why this is important.
- **Sharing and communicating your research:** Students learn how they can promote their thesis or research to reach an audience.

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