



INFO IN ACTION COURSE SYLLABUS & RESEARCH PROFILE

Please turn in this sheet at the library reference desk.

INFO IN ACTION courses are graded 1-credit courses that introduce you to part of the research process using libraries and other information resources. Incompletes are not available for these courses. This contract defines the completion date for the course and the due dates for the assignments.

Follow these steps to ensure that you'll complete the course and get full credit:

1. Register for INFO IN ACTION courses at any time during the first 3 weeks of the quarter
2. Fill out the course contract below -- you must complete the course within 3 weeks of registering. If you are taking more than one credit in this series, accommodation will be made. Please indicate which INFO IN ACTION courses you are taking:

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3. Meet with your instructor and sign the form
4. Take the course & submit the assignments according to the schedule

Syllabus Contract

Course #: Instructor:
INFO

I have read, understand, and accept the grading policies as outlined in the syllabus and course directions. I have reviewed the course schedule and syllabus and I understand that all course work must be completed by the due date listed below.

PRINT YOUR NAME

YOUR SIGNATURE

Date Registered:

Final Completion Date (4 weeks
from first Monday):

On the date this contract is received, your instructor will know you have begun class.

Your Assignment Schedule

Plan your time -- fill in due dates for each assignment in each unit. Note: Your course may have fewer units and/or assignments than shown in the table. All assignments are due by 4 p.m. on the final date.

	Unit 1	Unit 2	Unit 3	Unit 4
Assignment	Due:	Due:	Due:	Due:
Assignment	Due:	Due:	Due:	Due:
Assignment	Due:	Due:	Due:	Due:
Assignment	Due:	Due:	Due:	Due:

Research Profile

Provide some information about your research background.

1. Have you ever written a research paper? Please describe.
2. Have you ever used research databases such as ProQuest or Academic Search Premier? If so, which ones?
3. What libraries have you used?
4. Is there anything you want your instructor to know about you related to this course?