

California State University
Northridge

MICHAEL D. EISNER COLLEGE OF EDUCATION
Department of Educational Psychology and Counseling

RECOMMENDATIONS FOR CONSIDERATION

September 5, 2001
Revised September 19, 2001

1. APA style is required for research-based papers and for thesis/project/comps.
2. Department faculty should identify core courses that require students to participate in at least one class session at the library. At a minimum, the list should include the following: EPC 451 and 602.
3. Each program will develop its own sequence of research papers to integrate IC skills/competencies and avoid redundancy and gaps.
4. Library sessions should include specific content areas such as:
 - a. Orientation to on-line services
 - b. Free services available to graduates (i.e., CARL-uncover)
 - c. The scholarly nature (and "status" of) various journals and books
 - d. Government documents
 - e. Ethics in referencing and plagiarism
5. The following information will be included in the application packet for all students applying for Fall 2002 graduate programs:

Applicants are required to have an e-mail address and submit it with the departmental application. Please check your email at least every other day as important application and enrollment information may be sent to you via email. If you have not submitted your e-mail address, please e-mail: isabel.garetson@csun.edu. She will enter your e-mail address into our departmental database.

In this packet is a list of basic technological and research skills. The EPC department faculty recommends that each student acquire these skills before entering the graduate program.

If you do not currently possess these skills, you should identify which skills you need to acquire and/or improve and develop a learning plan that will result in your meeting these competencies. Your learning plan may include one or more of the following approaches:

1. Be tutored by a knowledgeable friend or colleague
2. Take an on-line tutorial to improve library skills. The CSUN *Information Competence Tutorial* is great!
<http://library.csu.edu/infocomp/modules>. This on-line tutorial will help you locate and retrieve information through databases, etc.
3. Participate in a 45-minute overview class at the library. To find out when these classes are given: <http://library.csun.edu/classes.html>
4. Take a self-instructional program through the library:
 - Research strategies: A "How to" guide for doing Library Research at: <http://library.csun.edu/strategies.html>
 - Information about each database or database services at <http://library.csun.edu/libinfo.html>
 - Self-paced database tutorials at <http://library.csun.edu/tutorials>
5. Ask specific computer questions by calling the CSUN Information Help Desk at 677-1400
6. Take a computer workshop to improve skills. List of workshops at www.vcsun.org/~cummings/shopsF01.html
7. Copy and read online computer training guides on such topics as email at CSUN, Excel, Office 2000, Netscape, Windows, and Word.
www.csun.edu/itr/guides/index.html
