Supporting Flexible Learning - Example

- Non-synchronous, flexible learning model for a full programme of study across three stages
- Content embedded in different modules across the stage where most appropriate for assignments and academic work
- Produced as modules suitable for embedding into Canvas course
- Synchronous timetabled session using Zoom at Stage 3 to provide additional support for research projects

Stage	Delivery	Aim and learning outcomes	Learning materials and activity
Stage 1 Semester 1	Canvas	**Topic: Library Induction** To introduce students to the range of Library services with main focus on how to get in contact/ get help when needed. - Locate module reading lists within Canvas and use active links to access online reading - Locate the library website to access essential service information - Identify appropriate subject guide and routes to help - Locate Library Search and be able to perform a basic search to find information	**Watch/ Read:** Welcome to the Library video and introductory Sway **Read:** Interpreting your reading list **Watch:** Reading list overview video **Read:** Why use Library Search and why Google isn't enough. **Watch:** Finding books and ebooks in Library Search **Practice:** Canvas quiz questions based on finding information on a reading list and Library Search **Explore:** Visit the Library Website, check your reading lists in you other modules and look up some key reading in Library Search. **1 Hour**

Stage 1 Semester 1	Canvas	**Topic: Referencing** Providing supporting resources for academic team lecture/ activities. • Describe what referencing is and why it is important. • Identify any preferred referencing style for their School, programme or module.	**Watch:** [What is referencing](#) **Watch:** [How to reference](#) **Watch:** [Understanding plagiarism](#) **Explore:** Embedded link to [Cite Them Right Online](#) **30 minutes**
Stage 1 Semester 1	Canvas	**Topic: Finding information** Encourage students to create a simple literature search plan, using keywords and making critical judgements about the type of information that is needed. • Recognise different types of information and when they are most appropriate to use, focusing on academic journals, professional literature and print resources. • Identify appropriate keywords, synonyms and alternative language to be combined in a successful search • Describe what academic information is, how they would find it and perform the following with <u>Library Search</u>: o basic keyword searching.	**Watch:** [Types of information](#) **Read:** different types of information and why you would use them, focusing on differing types of books, academic and professional journals. **Read:** planning a simple search, finding keywords and combining them. **Watch:** Recorded short lecture demonstrating searching for architecture information using Library search and Avery. **Practice:** Literature searching quiz activity, searching for given examples in Library Search. **Read:** Importance of using information sources critically and considering the purpose of the task you have been given. **Practice:** [Evaluating information tutorial](#) **Discussion**: Discussion board in Canvas available during the week of the timetabled session. Liaison Librarian available to answer any questions or queries about finding information.

		o simple refining techniques. o find an item on Library shelves and access an electronic item. • Identify appropriate subject specific resources and be able to locate the SAPL subject guide • Recognise the need to evaluate the information you find.	**2 hours**
Stage 1 Semester 1		**Topic 2: Referencing in the Harvard and MHRA styles** • Construct an accurate reference for the most commonly used information types in their discipline (e.g. books and journal articles). • Apply referencing principles in order to avoid plagiarism and the unethical use of information.	**Read:** what is referencing, why it is important and managing information tips **Read:** Referencing different information types **Practice:** Referencing styles quiz – spot the errors. **Practice:** Cite Them Right embedded tutorial **1 hour**
Stage 2 Semester 2	Canvas (adapted to F2F if allowed)	**Topic 1: Finding and evaluating information** • Use the subject guide to find links to subject specific resources. • Identify an information need and select the correct types of information and resource to fulfil that need. • Develop a search strategy for an independent research project:	**Read:** Breaking a topic into a search question and planning a literature search. Finding the right keywords. **Read/ Watch:** Basic search techniques to combine keywords **Practice**: Canvas quiz on keywords and search techniques. **Watch:** recorded talking head considering why you would use certain resources e.g. When to use Avery, Building Types Online rather than library search.

		- describe the subject scope and relevance of a chosen resource. - apply BOOLEAN searching (Combining key words with AND/OR/NOT). - begin to use synonyms for key search terms to expand search results. - use the refining and limiting options in a range of resources. • Discover and use a wider range of sources (such as legislation, government publications, audio visual and websites.	**Practice:** Searching activities for Library Search, Building Types Online and Avery **Explore:** Signpost to Subject and resource guides. **Read:** Finding and using images and AV material. Using images from Building Types Online and creative commons image searching **Practice:** Building Types Online activities **Read:** Referencing other types of information – images, videos, websites. **Practice:** Use the search planner to create a search plan and send it to the library for feedback. **2 hours**
Stage 2 Semester 2		**Topic 2: Referencing** Providing supporting resources for academic team lecture/ activities. • Construct an accurate reference for the most commonly used information types in their discipline (e.g. books and journal articles). • Apply referencing principles in order to avoid plagiarism and the unethical use of information. • Locate and use the sources of referencing help available (such as Cite	**Read/ Practice:** Cite Them Right embedded tutorial **Explore**: Signposting to Managing information Guide and Cite Them Right Online.

		Them Right, Referencing Guide, Library Help and Writing Development Centre).	
Stage 3 Semester 1	Canvas	**Topic 1: Finding information for independent research** Encourage students to plan a methodical literature search by developing a search strategy, making use of the many different types of information in Library resources for a literature review. - Develop and refine a search strategy for your own research topic - Identify appropriate keywords, synonyms and alternative language to be combined in a successful search - Understand different types of information and when they are most appropriate to use, focusing on academic journals, authoritative sources and experts. - Explain what a 360° search is (moving backwards through references and forwards through citing documents), describe how it might be useful and employ it in their own searching. - Perform an advanced search in library search to find books and articles.	**Read:** Breaking a topic into a search question and planning a literature search. Finding the right keywords. **Read/ Watch:** Basic search techniques to combine keywords **Practice**: Canvas quiz on keywords and search techniques. **Watch:** recorded talking head considering why you would use certain resources e.g. when to use Avery, Building Types Online rather than library search. **Watch/Practice:** For each resource, watch a demo video and then complete practice searching activities on their own topic. - Library Search - Avery - Proquest Social Sciences Premium collection - Scopus – including 'cited by' function **Read:** Finding and using images and AV material. Using images from Building Types Online and creative commons image searching **Practice:** Building Types Online activities **Watch:** Rcap/screencast from Librarians other types of sources you may want to consider. E.g. using the example topic, how you might use statistics or guidance from gov.uk, Statista, a video on BoB, and newspaper items. **Explore:** Signpost Resource Guides

		• Identify appropriate subject specific resources and be able to locate the SAPL subject guide • Articulate and justify the information chosen and using sources appropriate to research topic and task at hand	**Practice:** Canvas Quiz search Statista and Newspapers in Lexis Nexis. **Practice:** Use the [search planner](#) to create a search plan and send it to the Library for feedback. **Discussion**: Discussion board in Canvas available during the week of the timetabled session. Liaison Librarian available to answer any questions or queries about finding information. **2 Hours**
Stage 3 Semester 1	Canvas Zoom	**Topic 2: referencing clinic** • Decide on a workflow for managing information which suits their purposes • Construct an accurate reference for all information types necessary for a research project (e.g. multimedia and social media). • Proofread their referencing for common mistakes and rectify them accordingly.	**Collaborate:** Pre-session use a Canvas collaborations document to contribute questions about referencing that can be answered online and in the drop-in **Read:** Introduction to the importance of referencing, recap of basic principles and tips for managing information. **Practice:** Canvas referencing style quiz, testing spotting errors in a reference list for a wide range of information types, including websites, online reports, images, journal articles, books and documentaries. **Discuss –** Zoom referencing drop-in during a timetabled slot **1 Hour**