

Teacher toolkit

Finding and referencing quality information

Provision for Sixth Form and Further Education teachers

The links contained in this teacher toolkit lead to a variety of printable and online learning materials. They are designed to be used within the school classroom or to aid in independent online learning. Themed Learning Objectives tied to relevant learning materials are outlined below.



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Strengths and weaknesses of information sources

Learning objectives:

- Recognise the types of information sources available and the differences between them
- Discuss when it is appropriate to use each type of resource

Teaching materials:

- Worksheet (exercise & answer sheet): [Advantages and disadvantages of information sources](#)
- Activity: ["High Score Wins" cards](#)



How and where to find resources

Learning objectives:

- Identify appropriate search tools to use when searching for openly available research information
- Identify and develop appropriate keywords for use in a search strategy
- Construct a basic search strategy
- Execute this search strategy
- Successfully refine your search results

Teaching materials:

- *Handout with links:* [Where to find good quality information](#)
- *Worksheet:* [Keyword Generator](#)
- *Video:* [Researching your topic using LibrarySearch](#)
- *Tutorial:* [Evaluating the evidence: finding good quality information online](#)
- *Video:* [Google search tips](#)



Choosing resources (critical evaluation)

Learning objectives:

- Recognise why you should evaluate information
- Appraise, discuss and reflect on the strengths and weaknesses of resources
- Identify good quality resources that are potentially relevant to a research task
- Recognise how to establish the credibility of the information you have found
- Execute techniques for critically reading your sources
- Use the above to select information that contributes effectively to your assignment

Teaching materials:

- *Tutorial:* [Evaluating the evidence: assessing the quality of your sources](#)
- *Infographic:* [Fake news](#)
- *Video:* [Wikipedia](#)
- *Video:* [Online verification \(lateral reading\)](#)
- *Worksheet:* [Zone of relevance](#)
- *Tutorial:* [Evaluating the evidence: critically reading your sources](#)



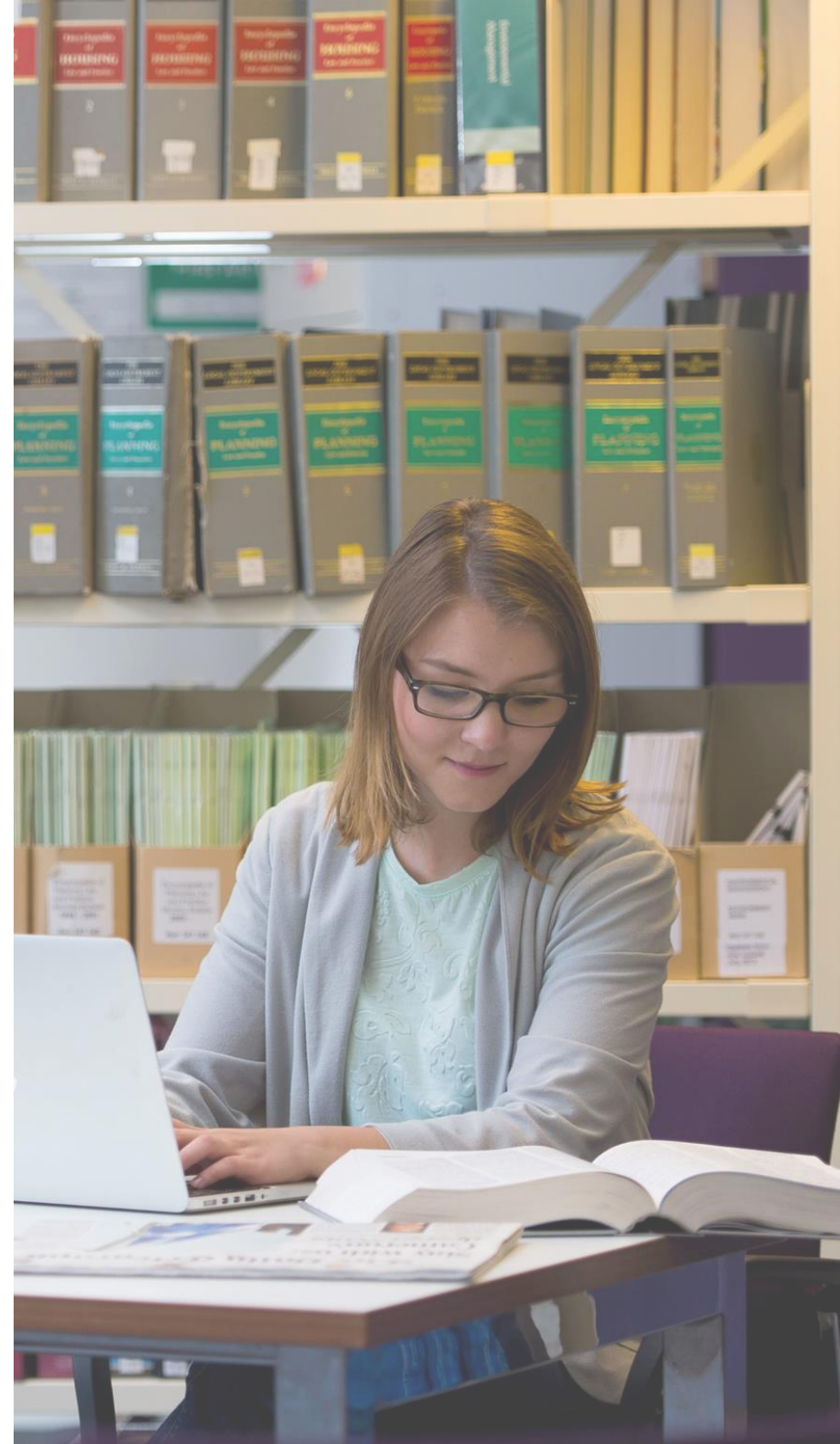
Using resources responsibly

Learning objectives:

- Define what plagiarism and collusion mean and what actions are viewed as plagiarism or collusion
- Define what citing and referencing mean and why they are important
- Recognise how to quote, paraphrase and summarize another author's research in your own work

Teaching materials:

- *Tutorial:* [Avoiding plagiarism: citing and referencing](#)
- *Quiz:* [Is it plagiarism?](#) (printable worksheet version: [Is it plagiarism?](#))
- *Activity:* [Avoiding plagiarism](#)
- *Activity:* [Citing in the text \(Harvard\)](#)
- *Activity:* [Compile the references \(Harvard\)](#)
- *Tutorial:* [Cardiff Harvard referencing tutorial](#)



More information

More teaching resources can be found in the Resource Hub area of the Cardiff University Library Service's [Information Literacy Resource Bank](#).

