

## Checklist for Information Literacy<sup>1</sup>

Student product		
Criterion		Checklist
1	Orientation	<input type="checkbox"/> Good orientation on topic <input type="checkbox"/> Own focus or research question
2	Reference list	<input type="checkbox"/> Reference list complete <input type="checkbox"/> Citation style correct and consistent (according to specific citation style) <input type="checkbox"/> Identification of documents easy, e.g. web resources (also online journal articles) not only URL mentioned
3	Quality of information sources (books, journal articles, websites etc.)	<input type="checkbox"/> Reliable <input type="checkbox"/> Up-to-date <input type="checkbox"/> Relevant <input type="checkbox"/> From different points of view
4	In-text citations	<input type="checkbox"/> Avoided plagiarism by using and citing sources (also images, tables etc.) correctly: <ul style="list-style-type: none"> <li>○ Citations in the right place and consistent (according to specific citation style)</li> <li>○ Correctly quoting, paraphrasing, and summarising sources</li> </ul>
5	Creation new knowledge out of relevant information	<input type="checkbox"/> Analysed information from different sources <input type="checkbox"/> Formulated new insights, hypotheses or applications

Search strategy		
Criterion		Checklist
6	Subject searching	<input type="checkbox"/> Identified key concepts (split topic into main themes) correctly <input type="checkbox"/> Used relevant search terms, synonyms and related terms <input type="checkbox"/> Combined search terms and concepts in a logical way by using Boolean operators (and parentheses) <input type="checkbox"/> Applied relevant database-specific search tools <input type="checkbox"/> Revised search if necessary (refined and adapted)
7	Use of finding aids (Google Scholar, bibliographic databases, catalogues)	<input type="checkbox"/> Used a variety of finding aids <input type="checkbox"/> Searched databases most relevant to the topic

<sup>1</sup> Based on and adapted from a scoring rubric developed by Jos van Helvoort (2010)

### Reference

Helvoort J. van, 2010. A scoring rubric for performance assessment of information literacy in Dutch Higher Education. *Journal of Information Literacy*, 4(1), 22-39.  
<http://dx.doi.org/10.11645/4.1.1256>

