

## Crystal VanderTuig

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**From:** Carole Brown  
**Sent:** Tuesday, January 26, 2016 7:27 AM  
**To:** Karen Lawler; Jean Honny; Learning Resource Coordinator; Don Wright; Aaron Gauden  
**Cc:** Crystal VanderTuig; Annette Austerman  
**Subject:** RE: SJVC LLRC Coordinator Professional Development Course

Dear LLRC Coordinators,

As you all know, one of the components of the WASC recommendation is to create and implement information literacy training program for all library personnel. To that end, SJVC has purchased a subscription to Credo's information literacy courseware – which I believe you are all somewhat familiar with. We have created a custom course for all librarians to complete. To demonstrate progress on our recommendation, we need you to complete the following modules and lessons by the due dates specified below:

MODULE(s)	LESSON(s)	DUE DATE
Why Information Literacy Matters		March 1, 2016
Getting Started with Research	1. The Research Process 2. Choosing a Topic	March 1, 2016
Sources of Information	1. How information is Produced 2. Types of Sources 3. How to Read Scholarly Materials	April 1, 2016
Searching for Information	1. Search Strategies 2. Search Techniques	May 2, 2016
Evaluating Information	1. Evaluating Information 2. Extending Evaluation	May 2, 2016
Using Information	1. Synthesizing Information	June 1, 2016
Citations	1. Why Citations Matter	June 1, 2016
Presenting Information	1. The Research Paper	July 1, 2016
Ethical and Social Issues	1. Academic Integrity 2. Social Issues	July 1, 2016

Please refer to the email you received from Beth Ardner on January 21, 2016 for information on how to access and log-in to Credo. Email is attached below.

Thank you in advance for your participation in this course – we are extremely confident that not only will this program satisfy the WASC recommendation but it will also better equip us to provide high quality services to our students!

Please let me know if you have any questions.

Carole Brown  
Vice President of Academic Affairs

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**From:** Beth Ardner [<mailto:beth.ardner@credoreference.com>]

**Sent:** Thursday, January 21, 2016 3:27 PM

**To:** Don Wright <[don.wright@sjvc.edu](mailto:don.wright@sjvc.edu)>; Aaron Gaulden <[Aaron.Gaulden@sjvc.edu](mailto:Aaron.Gaulden@sjvc.edu)>; Karen Lawler <[Karen.Lawler@sjvc.edu](mailto:Karen.Lawler@sjvc.edu)>; Jean Honny <[Jean.Honny@sjvc.edu](mailto:Jean.Honny@sjvc.edu)>; Monique Silva <[Monique.Silva@sjvc.edu](mailto:Monique.Silva@sjvc.edu)>; Anna Carlson <[Anna.Carlson@sjvc.edu](mailto:Anna.Carlson@sjvc.edu)>; Corina Jimenez <[corina.jimenez@sjvc.edu](mailto:corina.jimenez@sjvc.edu)>; Danya Sanchez <[Danya.Sanchez@sjvc.edu](mailto:Danya.Sanchez@sjvc.edu)>; Erin Schlanger <[Erin.Schlanger@sjvc.edu](mailto:Erin.Schlanger@sjvc.edu)>; Jacob Wiens <[Jacob.Wiens@sjvc.edu](mailto:Jacob.Wiens@sjvc.edu)>; Jessica Collins <[Jessica.Collins@sjvc.edu](mailto:Jessica.Collins@sjvc.edu)>; Leigh Chavarria <[Leigh.Chavarria@sjvc.edu](mailto:Leigh.Chavarria@sjvc.edu)>; Michelle Tapp <[michelle.tapp@sjvc.edu](mailto:michelle.tapp@sjvc.edu)>; Nancy Hale <[Nancy.Hale@sjvc.edu](mailto:Nancy.Hale@sjvc.edu)>; Serineh Keshishian <[Serineh.Keshishian@sjvc.edu](mailto:Serineh.Keshishian@sjvc.edu)>; Tamara Earnhardt <[Tamara.Earnhardt@sjvc.edu](mailto:Tamara.Earnhardt@sjvc.edu)>; Vanessa Carlos <[Vanessa.Carlos@sjvc.edu](mailto:Vanessa.Carlos@sjvc.edu)>

**Cc:** Rochelle McEvoy <[Rochelle.McEvoy@sjvc.edu](mailto:Rochelle.McEvoy@sjvc.edu)>; Natalia Dominguez <[Natalia.Dominguez@sjvc.edu](mailto:Natalia.Dominguez@sjvc.edu)>

**Subject:** SJVC LLRC Coordinator Professional Development Course

Hello all,

Greetings from Credo! I hope you are each having a great day. I am writing to provide you with information about accessing the LLRC Coordinator Professional Development course.

Each of you should receive an e-mail from Credo inviting you to enroll in the course. Following are the steps you should take to be fully enrolled:

1. Click on the link in the Credo e-mail you received.
2. When you are on the course description page click the "Enroll In" button. This will direct you to create an account.
3. Complete the registration form by providing your e-mail, full name, public username, and password. Please also be sure to tick the Terms of Service box.
4. Once you have completed the form you will receive an email from Credo containing an activation link. Please click this link to begin using your Credo access.
5. Kindly respond to this e-mail if you do not receive the enrollment e-mail or if you have any difficulty with setting up an account. I'm glad to help!

Once you have completed this you can access your course content at any time by navigating to <http://sjvc.credocourseware.com> and logging in.

Please also watch for an e-mail providing you with more details about the sections and lessons that you should complete for the course.

Have a great evening and a lovely weekend!

All the best,  
Beth

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