Using and Organizing Information

Evaluating Information

Not all sources are equally reliable or of equal quality. When looking for information, do not assume that something is truthful or trustworthy because it appears in print or on the Internet. It should be based on incorrect or outdated information or on poor logic and the author's knowledge/view of the subject may be too limited. Students need to be extra careful when using Internet resources as the information is not usually evaluated or reviewed by experts or referees and are generally self-published.

When evaluating information, students can be guided by following criteria:

Authorship and Authority

When using information from a source the author should always be identified. Once identification of the author has been done, the authoritativeness of the information must be looked at. This can be done by looking for the author's credentials in the field - professional title or affiliation or a list of publications that have been produced. When looking for information from a website look for a link to a home page. Just as a publisher is given for print resources, so to should the name of the sponsoring organization of the site. They should also have access to information about the organization itself. To determine the kind of organization from which a website emanates look at the last part of the domain name. This allows you to identify where the sources originates e.g.:

. com – a commercial enterprise

. edu – an educational institution

. gov – a government agency

. org – a non-profit organization

. net – companies or organizations with large networks

There are no guarantees that the information is always reliable but knowing the organization involved might be useful to keep in mind when looking for information.

Accuracy

All sources used when doing research should be stated so that the information can be verified. The citations/bibliographies can be used to indicate the breath of the author's knowledge, as well as any biases that may exist. When using information from a website, the author of a Web publication light supply hyper textual links to the sources. There may also be an email address for the author or the sponsoring organization for further information or clarification.

Currency

The publication date suggests how current the information is in a Reference source. In online/web page documents or sites, although they may have the potential for continual updating, they very often remain in their original states and may be out of date. When considering any Reference source, ensure that at least one date is assigned to it. Also, remember that several dates may be listed for a publication online – if a document on the Internet was in print before, and then published online, both dates should be there.
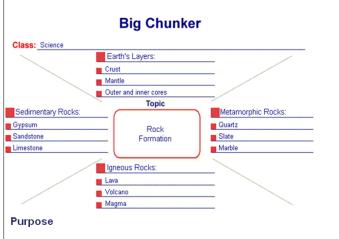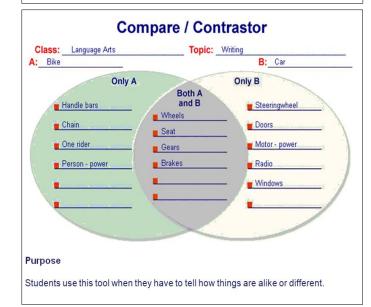
Organisation Information

Source: http://big6.com/pages/lessons/lessons/organizing-information-pictures-lesson.php

Ways to Organise

Big Chunker

Class: Science

- Earth's Layers:
  - Crust
  - Mantle
  - Outer and inner cores

Topic

- Sedimentary Rocks:
  - Gypsum
  - Sandstone
  - Limestone

Rock Formation

- Metamorphic Rocks:
  - Quartz
  - Slate
  - Marble

- Igneous Rocks:
  - Lava
  - Volcano
  - Magma

Purpose

Students use this tool to organize details and parts about a main idea.

Chunker

Class: _____

Sub – Topic
Woodwinds

Sub – Topic
Brass

Topic

- clarinet
- saxaphone
- oboe
- _____
- _____
- _____

Band Instruments

- trombone
- tuba
- trumpet
- french horn
- _____
- _____

Purpose

Students use this tool to keep track of details for two parts about a main idea.

Compare / Contrastor

Class: Language Arts   **Topic:** Writing
A: Bike   **B:** Car

Only A
- Handle bars
- Chain
- One rider
- Person - power

Both A and B
- Wheels
- Seat
- Gears
- Brakes

Only B
- Steeringwheel
- Doors
- Motor - power
- Radio
- Windows

Purpose

Students use this tool when they have to tell how things are alike or different.

Making a List

Class or Text: Science

Planets in our solar system

1. Mercury
2. Venus
3. Earth
4. Mars
5. Jupiter
6. Saturn
7. Uranus
8. Neptun
9. Pluto
10. _____

Purpose

Students use this tool when they have a number of things to learn about a big idea.

Outliner

Class: Science   **Topic:** Matter (Pages 8 - 12)

I. What is matter?
A. Everything in universe
  1. air
  2. liquids
  3. solids
B. Properties of matter
  1. mass
  2. volume
  3.

II. Examples of matter
A. Air
  1. made of gases
  2. have no shape
  3. expand
B. Liquid
  1. have no shape
  2. can flow
  3.

Purpose

Students use this tool to organize lecture notes, discussion, or readings for a topic they are studying.

Source : http://kidtools.org/See_iKidSkills.php