

# Course description

<b>Course abbreviation:</b>	KCH/USOLI	<b>Page:</b>	1 / 4
<b>Course name:</b>	Introduction to the Study of Specialist		
<b>Academic Year:</b>	2016/2017	<b>Printed:</b>	23.09.2017 23:37

<b>Department/Unit /</b>	KCH / USOLI	<b>Academic Year</b>	2016/2017
<b>Title</b>	Introduction to the Study of Specialist	<b>Type of completion</b>	Pre-Exam Credit
<b>Long Title</b>	Introduction to the Study of Specialist Literature		
<b>Accredited/Credits</b>	Yes, 2 Cred.	<b>Type of completion</b>	Oral
<b>Number of hours</b>	Přednáška 1 [Hours/Week] Seminář 1 [Hours/Week]		
<b>Occ/max</b>	Status A      Status B      Status C	<b>Course credit prior to</b>	NO
<b>Summer semester</b>	0 / -            26 / -            0 / 0	<b>Counted into average</b>	NO
<b>Winter semester</b>	0 / 0            0 / 0            0 / 0	<b>Min. (B+C) students</b>	not determined
<b>Timetable</b>	Yes	<b>Repeated registration</b>	NO
<b>Language of instruction</b>	Czech	<b>Semester taught</b>	Winter, Summer
<b>Substituted course</b>	None		
<b>Preclusive courses</b>	N/A		
<b>Prerequisite</b>	N/A		
<b>Informally recommended courses</b>	N/A		
<b>Courses depending on this Course</b>	KCH/UMZVI		

## Course objectives:

### Aims

The subject is focused on the students' familiarization with the present information media, the basic concepts of the information science, the information sources, their creation, organization, and application.

It forms a conceptual system in the field of information, their searching and processing valid for all studied branches. An explication can be completed with the information sources in the field of chemistry.

## Requirements on student

### Requirements

Achieving 70% of the total points from the written test after the lecture finishing.

Evaluation of the subject as well as the exam grading is made according to the articles No 31 - 33 in the Regulations on Study and Examinations University of Ostrava

## Content

### Content

1. The present information medium
  - 1.1. The information science as a scientific discipline.
  - 1.1. Terminology and standardization of the information science
  - 1.2. Structure of the information sources
  2. The primary information sources
    - 2.1. The scientific, technical, and special journals
    - 2.2. Reports from the scientific and expert meetings
    - 2.3. The scientific and technical reports
    - 2.4. The scientific qualifying works
    - 2.5. Patents, the utility models, the industrial models, trademarks.
    - 2.6. Norms
    - 2.7. The internal firm information
  3. Principles of preparation of the primary information sources
    - 3.1. The written publication - article (the text processing, structure, review, proof)
    - 3.2. Lecture, discussion, poster
    - 3.3. The opponency examination, the work discussion
    - 3.4. The patent application

4. The secondary information sources
  - 4.1. Compendia
  - 4.2. The papers journals
  - 4.3. The patent literature
  - 4.4. The citation literature, scientometry, the citation analysis
  - 4.5. The external firm information
  - 4.6. The external economic, business, and financial information
5. The tertiary information sources
  - 5.1. Encyclopaedias
  - 5.2. Monographs
  - 5.3. Textbooks
  - 5.4. Dictionaries
  - 5.5. Tables and handbooks
6. The information sources in the electronic form -databases, database centres.
7. Organization of library, the offered services, methodology of the information searching
8. Work with the special literature and information
  - 8.1. Selection of the information source and the survey strategy
  - 8.2. Examples of the survey and information queries
  - 8.3. The obtained information processing

### Prerequisites - other information about course preconditions

none

### Competences acquired

#### Competences

The basic orientation in the information medium and bases of the information sciences, knowledge of structure of the information sources and characteristic of the individual primary, secondary, tertiary, and other information sources. Knowledge of the basic rules of preparation of the special article and lecture. Orientation in the information sources of an electronic form, knowledge of searching in the special library, working out the literary survey, methodology of working out the search report. Ability of study and orientation in the relevant special literature.

Competences - communicative, study.

### Studijní opory

### Guarantors and lecturers

- **Guarantors:** doc. Ing. Jan Vymětal, CSc.
- **Lecturer:** doc. Ing. Jan Vymětal, CSc.
- **Seminar lecturer:** doc. Ing. Jan Vymětal, CSc.

### Literature

- **Basic:** VYMĚTAL,J.,VÁCHOVÁ,M. *Úvod do studia odborné literatury. ORAC, Praha, 2000..*
- **Extending:** VYMĚTAL,J. A KOL. *Odborná literatura a informace v chemii.Praha:ORAC.2001,377s.ISBN 80-86199-33-9.*
- **Recommended:** Časopisy. *Hospodářské noviny,Ekonom,Euro,Profit..*
- **Recommended:** Ed.Pryttherch,R.J.Hants:Gover. *4. Gover Handbook of Library and Information Management, Gover,1998,391s.ISBN 0-566-08052-4.*

### Time requirements

Activities	Time requirements for activity [h]
Being present in classes	26
Self-tutoring	14
Consultation of work with the teacher/tutor (incl. electronic)	10
<b>Total:</b>	<b>50</b>

**assessment methods****professional knowledge**

Continuous analysis of student's achievements

Written examination

**prerequisite****professional knowledge**

none

**teaching methods****professional knowledge**

Monologic (explanation, lecture, briefing)

**learning outcomes****professional knowledge**

Competences

The basic orientation in the information medium and bases of the information sciences, knowledge of structure of the information sources and characteristic of the individual primary, secondary, tertiary, and other information sources. Knowledge of the basic rules of preparation of the special article and lecture. Orientation in the information sources of an electronic form, knowledge of searching in the special library, working out the literary survey, methodology of working out the search report.

Ability of study and orientation in the relevant special literature.

Competences - communicative, study.

**Course is included in study programmes:**

Study Programme	Type of	Form of	Branch	Stage	St. plan v.	Year	Block	Status	R.year	R.
Biology	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2016	2016	Předměty všeobecné a rozšiřující	B	1	LS
Biology	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2012	2016	Předměty všeobecné a rozšiřující	B	1	LS
Biology	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2	2016	Povinně volitelné předměty	B	1	LS
Geography	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2012	2016	Předměty všeobecné a rozšiřující	B	1	LS
Geography	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2016	2016	Předměty všeobecné a rozšiřující	B	1	LS
Chemistry	Bachelor	Full-time	Chemistry	1	2012	2016	Povinně volitelné předměty	B	1	LS
Chemistry	Bachelor	Full-time	Chemistry with Other Degree Specialization	1	2	2016	Povinně volitelné předměty	B	1	LS
Chemistry	Bachelor	Full-time	Chemistry with Other Degree Specialization	1	2014	2016	Povinně volitelné předměty	B	1	LS
Chemistry	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2016	2016	Předměty všeobecné a rozšiřující	B	1	LS
Chemistry	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2012	2016	Předměty všeobecné a rozšiřující	B	1	LS
Information Science	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2012	2016	Předměty všeobecné a rozšiřující	B	1	LS

Study Programme	Type of	Form of	Branch	Stage	St. plan v.	Year	Block	Status	R.year	R.
Information Science	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2016	2016	Předměty všeobecné a rozšiřující	B	1	LS
Mathematics	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2016	2016	Předměty všeobecné a rozšiřující	B	1	LS
Mathematics	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2012	2016	Předměty všeobecné a rozšiřující	B	1	LS
Physics	Bachelor	Full-time	Chemistry with Other Degree Specialization	1	2014	2016	Povinně volitelné předměty	B	1	LS
Physics	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2	2016	Povinně volitelné předměty	B	1	LS
Physics	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2016	2016	Předměty všeobecné a rozšiřující	B	1	LS
Physics	Bachelor	Full-time	Společný základ dvouoborového Bc. studia	1	2012	2016	Předměty všeobecné a rozšiřující	B	1	LS