Overview of the Online Lab

The English 101A lab consists of the online Research Skills lab program in Canvas and a research paper, which is to be assigned and graded by your instructor.

Getting Started

To access the online lab program in Canvas, go to: https://ohlone.instructure.com. Use your Web Advisor Username and Password to login.

Click on the English 101A shell on your Canvas Dashboard to access the lab shell. All content is in the Modules link. To complete the lab program, read the pages in each module, and then take the quiz or complete the assignment, at the end of each one. (There is also a separate Assignments link, where you can access Lab Quizzes/Assignments for each module directly.)

Lab Quizzes

Lab Quizzes for Modules 1, 2, 4, and 7 are True/False or Multiple Choice self-scoring quizzes within Canvas. (You can view your scores in the Grades link on the left. Scores will automatically appear once you have completed each quiz.)

Lab Quizzes for Modules 3, 5, and 6 will require you to submit a document to your instructor for grading. Follow your instructor’s instructions for submitting assignments for Lab Quizzes 3, 5, and 6. (They may request that you turn in hard copy for these assignments, which they will grade and return to you, or they may instead request that you submit these assignments as attached documents in Canvas, which they will grade in Canvas.)

Due Dates and Late Policy

Your instructor will assign due dates for the modules and will determine the late policy for labs within your class.

Other links in Canvas

The Discussions link takes you to a list of links with discussion topics corresponding to each of the Research Skills Lab Modules. Check with your instructor to determine whether or not you will be using the Discussions area of the lab program in your class.

Check with your instructor to see whether or not you will be using the Calendar or Inbox areas in Canvas in your class.

Content of the Modules

Students are expected to read the content of each module and complete each quiz or assignment by the due dates set by their instructor. The module pages should be read before completing the quiz or assignment for that module.
1) Planning the Documented Paper
This module outlines the concepts of understanding the scope and purpose of a documented paper, identifying the steps required, and creating a timeline for assignments during the semester. Outlining is also covered in this module.

This module concludes with a self-scoring quiz.

2) Avoiding Plagiarism
This module introduces students to the definition and consequences of plagiarism, citing local standards and describing strategies students can use to avoid plagiarism in their writing.

**This Module directs students to a LibGuides page to access the content of the Module.

This module concludes with a self-scoring quiz. (Students must return to Canvas to take the Module 2 Quiz.)

3) Finding Information.
This module discusses various sources of information such as library catalogs, books, periodicals, periodical databases, and the World Wide Web, and describes the role of each type of source in effective research. The differences (and overlap) between traditional library resources and Internet sources are discussed. Finally, the module introduces students to specific research tools available through the library web site: the online catalog HANS; the library’s eBook collections; online reference and periodical databases; the Federated search tool Central Search; and Links to Internet Resources.

**This Module directs students to a LibGuides page to access the content of the Module.

This module concludes with a Research Practice assignment, which guides students through the use of various library finding tools. An MLA Works Cited listing is required for each source gathered in the assignment. A link to the Ohlone Library MLA Citation Guide is provided, along with tips for locating MLA citations to copy and paste from within the various databases.

This assignment requires instructor scoring and feedback. (The document for the Research Practice activity is provided through a link in the Module 3 LibGuides tutorial and can be found on either the first or last page of the LibGuide for Lab 3.)

4) Evaluating Information
This module introduces students to the importance of evaluating sources of information for quality. It covers why, when and how to approach the process of critical evaluating, focusing on the five criteria of relevancy, authority, purpose, currency, and objectivity. Distinctions between types of sources such as scholarly vs. popular periodicals are explored, and the particular concerns in evaluating web sites are highlighted.

**This Module directs students to a LibGuides page to access the content of the Module.
The module concludes with a **self-scoring quiz. (Students must return to Canvas to take the Module 4 Quiz.)**

5) **Using Parenthetical Citations**  
This module provides basic MLA guidelines for citing sources within a paper and illustrates a variety of parenthetical citation examples.

This module **concludes with an assignment** which asks students to generate sample parenthetical citations.

This assignment **requires instructor scoring and feedback.**

6) **Integrating Quotations**  
This module guides students through a variety of strategies for integrating quotations and discusses the what, when, and how of integrating quotations.

This module **concludes with an assignment** which asks students to generate sample integrated quotations.

This assignment **requires instructor scoring and feedback.**

7) **Preparing the Works Cited List**  
This module introduces the elements of MLA citation for print and digital resources, and provides answers to frequently asked questions about formatting and creating a list of works cited using MLA format.

The module concludes with a **self-scoring quiz.**

**Student Support**

Contact your instructor for questions relating to the lab in your class.

For technical questions or additional help with Canvas, go to the **Online Classes page:**  
[http://www2.ohlone.edu/instr/onlinededucation/students.html](http://www2.ohlone.edu/instr/onlinededucation/students.html)

For general lab questions, you may also contact the ELC lab staff directly, at (510) 659-6087;  
[rsamy@ohlone.edu](mailto:rsamy@ohlone.edu).

For a basic overview of the English 101A lab, or to find out hours when the ELC is open, or for information about tutoring or other ELC services, go to the **ELC web site:**  