

**Information Literacy Across the Curriculum  
Request for Proposal for an  
Information Literacy Module  
Submission Form**

Discipline Faculty Name \_\_\_Maureen McBeth\_\_\_\_\_

Librarian Name \_\_\_\_\_ Judy Wagner\_\_\_\_\_

Your Division \_\_\_\_\_ Business & Technology\_\_\_\_\_

Your Associate Dean \_\_\_\_\_ Karen Randall\_\_\_\_\_

Module/Activity Title \_\_\_\_\_ Financial Information Analysis Project

**Project Description**

1. Write a brief description of the module that you are proposing (please attach the description if submitting by writing).

Students in Accounting 1140 – Principles of Financial Accounting - are introduced to the elements of a company's financial statements and related disclosures in the annual report. The annual report is a primary source of information on a company's performance. However there is a wealth of other information on a company's performance available for the students to analyze. This project will provide our students with an opportunity to evaluate the financial condition of a company based not only on the financial statements found in the company's annual report but also on outside sources of financial information about a company and its performance.

This module will be designed for the online offering of Accounting 1140, and it will be the first online course in the Accounting program with a Library-based project. In this module the students will select a publicly-held company and study the consolidated financial statements and other disclosures in the company's annual report which can be found on the company's web site. They will then compare and contrast that information with other financial information about the company such as analysts' reports and magazine/newspaper articles available on the Library's business databases. Based on both types of information, students will analyze and discuss the financial viability of the company in a final written report.

Students will access the company's web site and the Library's business databases to conduct their research. In order to prepare the students for the project, we will prepare an online research guide that introduces them to the various business databases. In addition, Judy will develop a specific online tutorial for Business & Company ASAP and/or ABI Inform using the software Camtasia under the tutelage of Denise Cote, database librarian, and Colin Koteles, Web librarian. This will serve as a model for the future development of Camtasia-based tutorials for the other business databases as well. Students will also be required to demonstrate their ability to use the databases early on in the course by completing a graded online worksheet that will be submitted to the instructor.

This project will increase students' awareness and understanding of the types of information that are available to analyze the financial viability of a company. Since this is the first time an information literacy module has been included in an online accounting course, it will also serve as a model and testing ground for library-related projects that might be incorporated into other online accounting courses. In addition, the development of a business database tutorial using Camtasia software will give the business librarian an opportunity to learn the software and ultimately use it with other business databases in other online courses.

2. In addition, please answer these questions:

- What are the student learning outcomes for the module?  
Upon completion of this project students will be able to:
  - Access and retrieve company information from the annual report on the company's web site and newspaper and magazine articles from the business databases.
  - Extract and synthesize pertinent details and concepts from the retrieved sources.
  - Examine and compare information from various sources in order to determine the reliability, validity, accuracy, authority, timeliness, and point of view or bias of those sources.
  - Organize the gathered information in a logical and useful manner,
  - Integrate the new information with previous information or knowledge.
  - Communicate the new knowledge to others in a written format.
  
- In what other ways will your module benefit your students that are particular to your course and/ or discipline?
  - Students will have an opportunity in an online accounting course to complete a Library-based research project.
  - Students will gain an understanding of the content of an annual report.
  - Students will be able to evaluate the different perspectives available on a company's performance.
  - Students will gain skills in evaluating a company's financial performance - skills that are critical to success in future business and accounting courses.
  
- What are the main learning activities of the module?
  - Class discussion on the elements of the project on the message board.
  - Class assignment requiring students to complete tutorial on business database and online worksheet demonstrating competence in the use of the database.

- Application of module to course topics throughout the class.
- Written report to be prepared and completed at the end of the course.
- How will you assess student learning?
  - Student's activity on the message center will be evaluated.
  - The online worksheet will be submitted and graded.
  - The written report will be submitted and graded based on criteria established for the module.
- How many students do you expect to enroll in the course that includes this module (per quarter or per year)?
  - The on-line accounting course usually enrolls approximately 35 students per quarter.
- How will your module benefit your faculty colleagues and their students?
  - This module can be used in other sections of on-line accounting.
  - This project will serve as a model for other faculty teaching online accounting courses who would like to incorporate Library-based projects in their courses.

3. Please provide any additional information that you think would persuade the selection committee to approve your module.

Other Accounting faculty have also expressed interest in developing information literacy projects for their online courses, so there is definite support for these kinds of projects within the department. Jeannie Folk and Kathy Horton, for example, have both discussed with Judy the possibility of designing similar projects even though they did not respond to this Information Literacy Request for Proposals. The completion of this particular project will provide impetus and serve as a model for future online activities in the Accounting program.

### **Support Required**

- What support do you anticipate needing in order to successfully complete this module/activity, such as clerical or technical support, specialized support (graphics, video, sound programming)?

Judy will receive support in the development of the Camtasia-based tutorial from Denise Cote, database librarian, and Colin Koteles, Web librarian. Both have already agreed to do so.

Judy uses an online worksheet for the FastTrack program which will serve as a model for the worksheet that students will complete in this online course to demonstrate their competency in the use of the databases.

- What special training will you need in order to complete this module?

Judy will receive special training from Denise and Colin in the use of Camtasia software to develop a database tutorial.

### **Module Delivery Method**

Where will your module be taught? Check all that apply.

Classroom       C.I.L.       Online

### **Signatures**

***Please acquire the signatures below before submitting your proposal.***

We believe this project would make a worthy contribution to the educational mission of the College of DuPage.

Discipline Faculty \_\_\_\_\_ Date \_\_\_\_\_

Library Faculty \_\_\_\_\_ Date \_\_\_\_\_

Dean of Library \_\_\_\_\_ Date \_\_\_\_\_

Dean of Division \_\_\_\_\_ Date \_\_\_\_\_