

# university preparation

## WORKSHEET - LISA

### Vocabulary

Lisa uses the words and phrases that are in the table below. Write the word / phrase next to the correct definition.



Word/phrase
break down
catalogue
critically assess
database
information literacy skills
key
keywords
motion pictures
research
sources
strategies

	Word/phrase	Definition
1		A collection of information stored on a computer. In the context of a library this would be information about publications (books, reports, journal articles, etc) that exist about a particular topic. Not all the publications that appear in this collection would be in one library.
2		Analyse, deconstruct, find the smaller parts or components of something
3		Deciding whether something is good quality or poor quality. In the study context it usually refers to deciding if information is suitable for use in your writing and if the ideas presented are clearly and logically expressed.
4		Documents or other published materials from which students can get information. E.g. books, encyclopaedias, journals, websites, videos, etc.
5		Films
6		Important words. These are used to help understand a topic or for finding information about a topic using a database or catalogue
7		The ability to find information. This includes being able to use catalogues and database, to find information about a topic.
8		The list of all the materials that the library has. This list is computerised and you can search for items in a number of ways.
9		The way in which something can be achieved / the thing that will help you achieve your aim
10		To find or try to find information (Verb) OR The work of finding information / the information that you have found (Noun)
11		Ways of doing something, approaches to achieving something

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Complete the following sentences by selecting a word/phrase from the box above.

1. I give them instruction for how to use the \_\_\_\_\_ and the library \_\_\_\_\_ .
2. I help students to develop \_\_\_\_\_ on how to do their research independently.
3. The most important aspect of my work is running the library classes and teaching \_\_\_\_\_ and that's another way of describing all the information skills that you'll acquire while you're studying.
4. It's not only find information, it's how to \_\_\_\_\_ the information, to know what's quality information and what's rubbish information...
5. A lot of students come to us when they don't know how to start going about their research, and what we'll do is help them \_\_\_\_\_ their essay topic into the main concepts.
6. We can help them find \_\_\_\_\_ and phrases to use in the online databases to conduct their searches.
7. Sometimes the most common term is not used in the catalogue and databases. So films are not called 'films', they're called \_\_\_\_\_ .
8. All academic subjects need information. When you write you assignments, you need to incorporate information from other \_\_\_\_\_ .
9. Knowing how to use the library is the \_\_\_\_\_ to finding the information you need.
10. The most basic difficulty is not knowing where to start, not knowing how to begin your \_\_\_\_\_ even where to look.... to start off to.... and how use the catalogue or what databases to go to.

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## Answers

**Vocabulary task** - Match the definition to the right word or phrase

	Word/phrase	Definition
1	database	A collection of information stored on a computer. In the context of a library this would be information about publications (books, reports, journal articles, etc) that exist about a particular topic. Not all the publications that appear in this collection would be in one library.
2	break down	Analyse, deconstruct, find the smaller parts or components of something
3	critically assess	Deciding whether something is good quality or poor quality. In the study context it usually refers to deciding if information is suitable for use in your writing and if the ideas presented are clearly and logically expressed.
4	sources	Documents or other published materials from which students can get information. E.g. books, encyclopaedias, journals, websites, videos, etc.
5	motion pictures	Films
6	keywords	Important words. These are used to help understand a topic or for finding information about a topic using a database or catalogue
7	information literacy skills	The ability to find information. This includes being able to use catalogues and database, to find information about a topic.
8	catalogue	The list of all the materials that the library has. This list is computerised and you can search for items in a number of ways.
9	key	The way in which something can be achieved / the thing that will help you achieve your aim
10	research	To find or try to find information (Verb) OR The work of finding information / the information that you have found (Noun)
11	strategies	Ways of doing something, approaches to achieving something

**Complete the following sentences by selecting a word/phrase from the box above.**

1. I give them instruction for how to use the \_\_\_ **catalogue** \_\_\_ and the library \_\_\_ **databases** \_\_\_ .
2. I help students to develop \_\_\_ **strategies** \_\_\_ on how to do their research independently.
3. The most important aspect of my work is running the library classes and teaching \_\_\_ **information literacy skills** \_\_\_ and that's another way of describing all the information skills that you'll acquire while you're studying.

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4. It's not only find information, it's how to \_\_\_**critically assess**\_\_\_ the information, to know what's quality information and what's rubbish information...
5. A lot of students come to us when they don't know how to start going about their research, and what we'll do is help them \_\_\_**break down**\_\_\_ their essay topic into the main concepts.
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7. Sometimes the most common term is not used in the catalogue and databases. So films are not called 'films', they're called \_\_\_**motion pictures**\_\_\_ .
8. All academic subjects need information. When you write you assignments, you need to incorporate information from other \_\_\_**sources**\_\_\_ .
9. Knowing how to use the library is the \_\_\_**key**\_\_\_ to finding the information you need.
10. The most basic difficulty is not knowing where to start, not knowing how to begin your \_\_\_**research**\_\_\_ even where to look.... to start off to.... and how use the catalogue or what databases to go to.