Dear New School of Social Work Student,

Welcome to the rich information environment of the University Library! For your convenience, the Social Work Library is located within the School of Social Work Building. The brochure enclosed explains the Library’s services, policies, and how to contact Library staff. Keep it for future reference.

The purpose of this letter is to explain your responsibility in becoming a savvy user of library and electronic resources, and how we can help you achieve this. The Social Work Library provides a structured approach to information literacy, which is simply defined as: the ability to locate, evaluate and use information.

The Social Work Library’s information literacy model has five levels of competency ranging from Seeker, which you may have already achieved, to MSW, which prepares social work students for professional practice. For details about the information literacy model, see this web page: http://www.lib.umich.edu/socwork/infolitcomp.html.

You can accomplish the Novice (second) level before you arrive on campus for your first U-M class by working through SearchPath, a web-based interactive tutorial. SearchPath will show you:

- the scope of the U-M library system
- the difference between an index and a catalog, and how to navigate them
- why you might use a keyword search as opposed to a subject search
- the difference between the ‘web’ and other research tools
- how to recognize and avoid plagiarism
- how to locate books and articles and cite them correctly using APA style

Even if you are a graduate of the University of Michigan, it is required that you complete the first six modules of the SearchPath tutorial. The web address to SearchPath and the steps you need to follow to complete it are attached to this letter. After working through SearchPath, take the Social Work Orientation Quiz, as directed. The Orientation Quiz is required of ALL incoming students.

What else can you do now to prepare for the fall term? Read the School of Social Work New Student Orientation web page http://www.lib.umich.edu/socwork/rescue/orientation06.html as you follow along with the School of Social Work New Student Orientation guide enclosed.
These guides will introduce you to the University of Michigan e-mail system, Wolverine Access, IFS File Storage and other essential tools.

Social Work Library staff are ready to assist you during orientation and throughout the year for research assistance and class assignment help. Contact them at the library reference desk, via the Ask Us/Ask Us Now e-mail and chat reference services, or make an individual appointment with a librarian. Library contact information is at http://www.lib.umich.edu/socwork/swlhelp.html or call (734) 764-5169.

Best wishes for a successful beginning to your graduate education,

Richard Tolman, Associate Dean for Educational Programs and
Jennifer Nason Davis, Social Work Librarian

Enc:
SearchPath directions
School of Social Work New Student Orientation 2006
Social Work Library Brochure
To start this tutorial, please select a module:

- **starting smart 1**
- **finding books 3**
- **using the Web 5**
- **researching subjects 7**

- **2 choosing a topic**
- **4 finding articles**
- **6 citing sources**

- Find **SearchPath** at: [http://www.lib.umich.edu/ugl/searchpath/](http://www.lib.umich.edu/ugl/searchpath/)
- Work through the first six modules. Take the quiz at the end of each module as many times as you wish. Your results are not forwarded to the library.
- When you have mastered **SearchPath** and you have received your unique name and password, take the **Social Work Orientation Quiz** at: [https://lessons.ummu.umich.edu/2k/msw_competencies/searchpath_quiz_06](https://lessons.ummu.umich.edu/2k/msw_competencies/searchpath_quiz_06)
- Log-in any time before 12:00 AM October 1, 2006 at the site above. The quiz may be taken as many times as needed to get a passing grade of 80% correct.
- All questions are based on material in **SearchPath** and on the School of Social Work New Student Orientation guide at [http://www.lib.umich.edu/socwork/rescue/orientation06.html](http://www.lib.umich.edu/socwork/rescue/orientation06.html)
- If you do not have access to the internet from home, you can complete **SearchPath** and the **Quiz** in the Social Work Library during orientation week or during the first month of classes. Another option is to access our web pages from your local public library