

## Information Literacy Summative Assessment: Outline & Rubric

**Competency Name:** Information Literacy

**Competency Statement:** Evaluate and cite various information resources necessary to complete an academic research project.

**Summative Assessment Submission Title:** Writing a Literature Review

**Competency Objectives:**

1. Determine the nature and extent of the information needed to answer research questions.
2. Locate, evaluate, and cite sources and utilize appropriate research tools.
3. Determine credibility of sources.
4. Understand concepts of plagiarism and intellectual property rights.
5. Synthesize information from a variety of appropriate academic and professional sources.
6. Produce a research project with proper citation.

**Program Learning Outcome(s):** N/A

**Institutional Learning Outcome(s):** N/A

### Purpose of this Assessment

The final assessment for this competency is a “selective” literature review of at least ten sources on a scholarly topic of your choice. This assignment is intended to be an introduction for you on writing literature reviews, something you may be requested to do for future competencies and/or professional projects.

### Items Required for Submission

The item required for this assessment is a literature review of at least five pages (1,250 – 1500 words, excluding the title page and reference list), following APA guidelines. Please note: an abstract is not required for this assignment.

### Step ONE: Preparation

- This sample literature review from Purdue University provides a general sample you may find helpful as you plan your own review: [http://faculty.mwsu.edu/psychology/Laura.Spiller/Experimental/sample\\_apa\\_style\\_litreview.pdf](http://faculty.mwsu.edu/psychology/Laura.Spiller/Experimental/sample_apa_style_litreview.pdf)
- Determine a topic and related research question that you are interested in examining through your literature review.

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- Go to the Brandman.edu library: <http://www.brandman.edu/current-students/resources/library>. Review articles, books, or other scholarly works on the topic from various journals and databases located through the Brandman online library.
- Select 10 sources (from at least 7 different authors/works within a collection) that you will utilize to examine your topic area within this literature review.
- You may opt to create an annotated bibliography to assist in beginning to assess the key points, strengths, and weaknesses within your sources. If you have prepared for the assessment by completing your annotated bibliography, you should be in great shape to begin your literature review. For a refresher on annotated bibliographies, review <https://owl.english.purdue.edu/owl/resource/614/01/>. Examples of annotated bibliographies are available at <https://owl.english.purdue.edu/owl/resource/614/03/>

Note: A literature review is not a traditional paper; it is a comparative analysis of the similarities and differences between sources identified through research. The main purpose of the literature review is to examine and synthesize current content in the field from academic sources and to demonstrate your ability to conduct research in the field. This is not simply a summary of each of the sources.

### Step TWO: Outline the Literature Review

- Create an outline for your literature review. The format and content of a literature review can vary depending on its purpose and the discipline for which you are writing.

#### I. Introduction

In the introduction you should:

- a. define or identify the general topic, issue or area of concern
- b. point out overall trends in what has already been published
- c. establish your point of view for reviewing the literature [**Include your research question!**]
- d. indicate the organization of the review

#### II. Body

In the body you should:

- a. group research studies and other relevant literature according to a common theme [for example, you may find prevailing theories and/or practices involved with your research; you can use these as thematic sections for the body of your literature review]

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- b. summarize each item of the literature appropriately according to its significance
- c. compare and evaluate each item of the literature
- d. provide topic sentences at the beginning of paragraphs and summary sentences at the end of sections to help the reader understand the main issues.

### **III. Conclusion**

In the conclusion you should:

- a. summarize the literature maintaining the focus presented in the introduction
- b. evaluate the current "state of the art" [or state of the topic that represents your research question] [by] pointing out gaps in the literature, inconsistencies and issues that are important for future study
- c. conclude by giving some insight into the relationship between your topic and a larger area of study or area of professional practice ("What is the structure of a literature review," p. 3)

### **IV. Reference Page**

With respect to references you should:

- a. Start the reference list on a separate page following the literature review
- b. Include the word References centered at the top of the page
- c. Properly format your citations in your reference list using APA guidelines and verify that these sources are correctly incorporated as in-text or parenthetical citations throughout the body of your literature review

## **Step THREE: Editing Your Literature Review**

Once you have completed a draft of your literature review, read it out loud, ask another person you trust to read it for clarity and consistency, and make the necessary edits to polish your draft into a well-written final version.

## **Step FOUR: Complete Checklist for Submission**

Before you submit, check to see if you believe you have met the criteria noted below.

Did you....

- ✓ Clearly identify and examine your research question(s) throughout your paper?
- ✓ Provide an introduction with a well-defined general topic, issue or area of concern?


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- ✓ Outline within the introduction the major areas that will be covered within the literature review?
- ✓ Research ten credible and scholarly sources from at least eight different authors or works within a collection?
- ✓ Develop a conclusion that is clearly based on the evidence presented in the body of the review?
- ✓ Ensure the overall organization of the literature review is organized and demonstrates logical sequencing and structure throughout?
- ✓ Effectively integrate credible, academic sources into the literature review with proper use of APA guidelines for in-text citations?
- ✓ Include a references page identifying your scholarly sources using APA formatting?
- ✓ Write using varying opening words and structure for the sentences within the literature review?
- ✓ Proof read the paper to ensure a demonstration of mastery of writing conventions and watch for any grammar, spelling, or punctuation errors?

### **Step FIVE: Submit Your Work**

- Your completed final assessment documents should be submitted through the Final Assessment page of your competency.
- Please note, for files smaller than 10MB (i.e., most Word documents), use the corresponding “+UPLOAD STUDENT FILE” button to upload your final assessment assignments. For larger files of any type (i.e., voice-over PowerPoint files, videos, or image-heavy documents), please use the optional TEXT EDITOR to provide a URL where your grader can download your file.

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 BRANDMAN  
University  
CHAPMAN UNIVERSITY SYSTEM

Dashboard

Competencies

Learning Journal







+ SRM FA Doc1.docx

+ Upload additional files to this assignment. This is optional

Assignment 5

5. A 10- to 15-slide PowerPoint presentation with supporting voice-over

Use File Uploader

**B** *I* |   |   |  

Download URL for Assignment 5: <https://fwk.box.com/s/2nwjgkwooz6pa7wm8uzojjwerzb7sl2>

Comments (Optional)

- How you create a download URL is up to you, but various free online providers, including Google Drive, Box.com, or Dropbox, offer this service. Please make sure that the URL you provide can be accessed by anyone with the link. For further instructions on how to create public links for uploaded files, consult the support pages for your chosen provider.

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## Scoring Rubric for Summative Assessment

<b>Criterion</b>	<b>EMERGING (1)</b>	<b>DEVELOPING (2)</b>	<b>PROFICIENT (3)</b>	<b>EXEMPLARY (4)</b>
Research Question	Research question is not formed and/or is not clearly stated in the literature review.	Research question is present, but is unclearly stated or is not supported by the body of the literature review.	Research question is stated and supported by the body of the literature review.	Research question(s) are formed through the literature review and clearly stated.
Background/ Foundation	The introduction does not define the general topic, issue, or area of concern. This introduction provides no outline of the major components of the literature review.	The introduction unclearly defines the general topic, issue, or area of concern. This introduction provides an unclear outline of the major components of the literature review.	The introduction somewhat defines the general topic, issue, or area of concern. This introduction provides a general idea of the major components of the literature review.	The introduction clearly defines the general topic, issue, or area of concern. This introduction provides a well formed outline of the major components of the literature review.
Research	Fewer than five sources; sources may be mostly popular or primarily come from one author/works within a collection.	Fewer than seven sources; sources may be a mix of scholarly and popular or come from only one or two authors/works within a collection.	Ten scholarly sources; sources may include one or two popular sources that are credible and relevant to the research question; sources come from more than seven different authors/works within a collection.	Ten scholarly sources; sources come from at least eight different authors/works within a collection and are all credible sources.

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Conclusion	The literature review comes to no conclusion about the state of research on the writer's chosen topic.	The literature review comes to a weak conclusion that is only partially supported by the evidence provided.	The literature review comes to a clear conclusion primarily based on the evidence; it may miss minor points or draw an unsupported conclusion that does not significantly impair the argument.	The literature review comes to a detailed conclusion that is clearly based on the evidence presented in the body of the review.
Organization	The review has no clear organization, sequencing, or structure.	The review has inconsistent organization, logical sequencing or structure.	The review is well organized, but may demonstrate illogical sequencing or structure in places.	The review is well organized, and demonstrates logical sequencing and structure throughout.
Sources and Citations	Does not consistently integrate credible academic sources into the review; inconsistent adherence to APA guidelines (which may compromise integrity of the review); inaccurate References page; the essay does not use at least five scholarly sources.	Somewhat integrates credible academic sources into the literature review; adherence to APA guidelines may be inconsistent (but does not compromise the integrity of the essay); References page may contain consistent errors; the essay uses at least seven scholarly sources.	Generally integrates credible academic sources into the literature review; proper use of APA guidelines for in-text citations which may contain minor errors; accurate References page which may contain minor errors; the essay uses at least ten scholarly sources.	Effectively integrates credible, academic sources into the literature review; proper use of APA guidelines for in-text citations; accurate References page; the essay uses at least ten scholarly sources.
Mechanics	Literature Review's sentences reveal	Literature Review's sentences lack variety	Literature Review's sentences are	Literature Review's sentences are

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	frequent syntax, grammar, and/or misspelling errors that impair meaning; numerous contractions, fragments, or other significant errors that impair meaning.	(frequently repeated opening words and sentence structure); awkward syntax and grammar confuse writer's point and may impair meaning; some misspellings, contractions, fragments, or other errors that impair meaning in some places.	generally effective, but may lack appropriate variety (some repeated opening words and structure); syntax and grammar may be awkward in places (but do not impair meaning); a few misspellings (but do not impair meaning).	marked by varying opening words and structure; effective syntax and grammar demonstrate a mastery of writing conventions and serve the author's purpose; absence of misspellings, punctuation errors.
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