

HELPFUL HINTS WHEN USING THE INTERNET

To search the internet there are many different ways to start. You may choose a **search engine** or a **subject directory** (such as **yahoo**), or you may even just type your keywords directly into the address bar and see what comes up.

If you have chosen your **keywords** and **search engines** carefully the quality of "hits" you get when you press the **search** button should be reasonably relevant. However, the sites which your search brings up will not all be useful.

Remember there are many reasons for people posting information on the internet; some sites are produced for propaganda, some for academic research, some for personal interest, some for advertising etc – do not believe everything you read! Some sites are deliberately biased and others may be untrue, try and check that the ones you use are reliable.

WEBSITE EVALUATION

Authority & Credibility

Who is the author/responsible for creating the website? What are their qualifications and associations?

Are they credible? Do they give information about themselves on the website itself –if so can you check it?

Purpose

Ask yourself "Why has this website been published" Eg. For information and facts, to sell something, to persuade or to entertain.

Objectivity

Is the information biased in any way?

People are biased when they give one opinion without looking at the other point of view.

Currency

Check how up-to-date the website is by looking at the date it was created or updated. This is usually at the bottom of the page, if you can't find it there click on FILE then PROPERTIES.

Accuracy

Cross check any facts (especially statistics) with other sources, including books.

Suitability

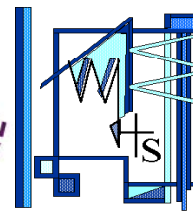
You have to decide if the website is suitable to your needs:-

- Aimed at children or adults?
- Easy to understand?
- Written for people who already have knowledge of the subject?

Design

Ask these questions:-

- Easy to move around?
- Easy to read and understand?
- Any distractions/adverts?



EXPLORE Research Skills

Explore is an Information Literacy model that will help your child to find out information when researching a topic.

This booklet aims to help you support your child in becoming skilled at knowing when and why they need information, where to find it and how to evaluate, use and communicate this information.

In order to help children with research, the skills have been broken down into 5 simple steps:

Ex

P Plan



L Locate



O Organise



R Represent



E Evaluate



PLAN

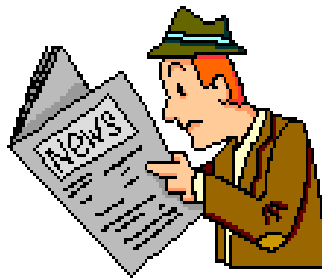
- Think about the subject
- What do you already know?
- What do you need to find out?
- Choose relevant keywords which you will use to search for information
- Decide where you will begin to look for information

LOCATE

What resources will you use to help you find information about the subject?

For example:

- TV
- Internet
- Books
- DVDs
- People
- Newspapers
- Maps



ORGANISE

- Look through all the information you have found
- Keep anything that is relevant
- Get rid of anything that doesn't really answer the questions you wrote at the beginning
- Organise all the information you are keeping so that it answers your questions in a sensible order.



REPRESENT

- Introduce your subject, so that people reading it or listening to you know what areas you are going to cover.
- Use all the information you have gathered to answer your questions.



BUT – remember to put it in your own words.

DO NOT just cut and paste information straight from the internet or books.

- Finish your project with a BIBLIOGRAPHY – a list of all the books, websites and any other sources you have used to find information.

EVALUATE

- After you have finished your think about how you found the information
- Are there things you would do next time?
- Are there things you definitely wouldn't do again?
- What else could you do next time to make your research even better?

