

## 25234 - Scientific and technical documentation

### Información del Plan Docente

<b>Academic Year</b>	2016/17
<b>Academic center</b>	201 - Escuela Politécnica Superior
<b>Degree</b>	277 - Degree in Environmental Sciences
<b>ECTS</b>	6.0
<b>Course</b>	
<b>Period</b>	Four-month period
<b>Subject Type</b>	Optional
<b>Module</b>	---

### **1.Basic info**

#### **1.1.Recommendations to take this course**

#### **1.2.Activities and key dates for the course**

### **2.Initiation**

#### **2.1.Learning outcomes that define the subject**

#### **2.2.Introduction**

### **3.Context and competences**

#### **3.1.Goals**

#### **3.2.Context and meaning of the subject in the degree**

#### **3.3.Competences**

#### **3.4.Importance of learning outcomes**

### **4.Evaluation**

### **5.Activities and resources**

#### **5.1.General methodological presentation**

The learning methods and strategies designed for the "Scientific and Technical Documentation" course include:

1. Lectures. The lectures are designed to provide the students with advanced knowledge about the scientific/technical documentation and the use of bibliographic resources and databases.
2. Problem-solving and practical computer room sessions. Within this activity, the students will acquire advanced skills in the use of the most important scientific/technical databases and resources and internet search tools.
3. Project. This is a group activity. The students will undertake an exhaustive bibliographic search on a selected topic (preferably regarding Environmental Sciences), elaborate a written report and make an oral exposition.

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### 5.2. Learning activities

1. Lectures (23 h). The main objectives of each lesson will be highlighted and an interactive environment will be created for the discussion of the theory contents. The students will have a computer and internet access, in this manner they will follow practical examples.
2. Problem-solving and practical computer sessions (25 h). The students will have a computer and internet access. These sessions involve practical exhaustive bibliographic search and open-answer problems.
3. Project (12 h). The students will carry out this activity in small groups. The tutor will give the students regular feedback on progress. The project requires the students to construct logical reasoning to communicate efficiently. Teamwork skills will be acquired during this activity.

### 5.3. Program

#### THEORY

1. Scientific and Technical Information: characteristics and techniques
2. Types of Scientific and Technical information resources
3. Principles and techniques of the representation of scientific documents:
  1. Documentary Analysis.
  2. Bibliographic Repertory.
  4. Network information systems.
  5. Techniques for data recovery:
    1. The planning of a search processes
    2. Terminological approximation.
    3. Resource and source selection.
    4. Formulating the query.
  5. Analysis and assessment of results
6. Library Catalogues:
  1. Collective catalogues.
7. Internet Search Tools.
  1. Directories.
  2. Search Engines and Metasearch engines.
  3. Social labelling.
8. Sources of scientific and technical information
  1. Themed Directories.
  2. Referencial Data Bases.
  3. Directories of online magazines.
  4. Institutional.
9. Electronic magazines
  1. Editoriales platforms.
  2. OpenAccess magazines.
10. Quality and productivity of publications and investigations: impact factors.

#### PROGRAM PRACTICALS

1. Identification of types of scientific-technical documents and their components.
2. Index keyword proposals.
3. Making summaries of scientific documents.
4. Considering the necessities of information: identification, terminology and selection of resources.



**5.5. Bibliography and recommended resources**

- BB** Centro de Documentación e Información Territorial de Aragón : Guía de recursos : cartográficos documentales y de internet Zaragoza : CDITA, 2005
- BB** Derecho de acceso a la información ambiental : Documentos básicos Zaragoza : Ayuntamiento de Zaragoza, Agenda 21 Local, D.L. 2006
- BB** Manual de ciencias de la documentación / coordinador, José López Yepes ; [autores, María Francisca Abad García... et al.] Madrid : Pirámide, D.L. 2002
- BC** Tendencias en documentación digital / Jesús Tramullas (Coord.) . Zaragoza : Trea, 2006

**URLs:**

[BAIGET, Tomás y TORRES-SALINAS, Javier. Informe APEI sobre publicación en revistas científicas. Gijón: Asociación Profesional de Especialistas en Información, 2013](#)