

Share knowledge



INFORMATION SKILLS PROCESS OR "HOW TO CREATE AWESOME PROJECTS!"

DEFINING

A silhouette of a person's head and arms is shown in profile, looking through a dark lattice structure. The background is a warm, golden-brown color with a pattern of reeds or bamboo stalks. The overall mood is contemplative and artistic.

- What do I really want to find out?
- What are the key words?

LOCATING



- What do I already know?
- What do I still need to find out?

SELECTING

A film strip graphic is overlaid on a dark background. The film strip contains several frames: a close-up of a green eye, a bridge structure, and a windmill. The film strip is curved and has sprocket holes.

- How relevant is my information?
- How will I record it?

ORGANISING

A photograph of a desk with various office supplies. In the foreground, there is a spiral-bound notebook with a calendar page open. To its right is a large sheet of paper with horizontal lines, possibly a checklist or a calendar page. In the background, there is a laptop, a printer, and several stacks of papers and sticky notes. The scene is dimly lit, with a dark overlay on the image.

- Do I have enough information?
- How can I use it?

PRESENTING

• How will I present this?

• Who will I share this with?

Sample	Cu per sample (µg/g)	Fe per sample (µg/g)	%Cu	%Fe
T1	3.74	1.83	68.9	31.1
T2	5.33	2.14	40.1	59.9
T3	3.95	2.21	65.3	34.7
T4	1.99	1.89	95.2	4.8
T5	1.79	1.90	106.4	3.6
T6	3.29	1.86	56.8	43.2
T7	2.77	2.05	74.0	26.0
T8	3.71	2.00	54.0	46.0
T9	2.83	2.13	75.3	24.7
T10	2.00	1.98	99.1	0.9
B02G T6	4.18	1.88	43.0	57.0
B02G T7	1.93	1.89	97.9	2.1

• Quantitative analysis by FAAS was able to quantify amounts of Fe and Cu for the Goose Lake site and two trees from Bunk O2G.

ASSESSING

- What did I learn from this?
- Did I find out what I needed to?
- Did I do a good job?



A silhouette of a person in a dynamic, athletic pose, possibly a dancer or athlete, set against a vibrant sunset sky. The person's right arm is raised high, and their left arm is extended forward. The background features a gradient of colors from deep purple and blue at the top to bright orange and yellow near the horizon, with a dark silhouette of a landscape or water in the foreground.

If you work through these 6 steps, they will keep you on track. Now go and do awesome things!

USING THE INFORMATION SKILLS PROCESS

Task: Use the 6 steps of the Information Skills Process to research your chosen topic.



1. What are the key words in the question you have chosen?



2. Do you know anything about the topic already? Write it down, if you do. List the websites or books where you can find your information.



3. Go to your information sources. Write down the facts you want to use in your own words.



4. Organise your information into paragraphs. Write down the references that you have used, so that you can include them.



5. How are you going to present your information? Create your document. Don't forget to edit your work and list the references you used.



6. If you were marking your work, what score would you give yourself out of 10? Why? Write a glowing and growing comment for yourself. Share your work with a friend and give them a glowing and growing comment too.