



This module sets out essential concepts and skills relating to identifying, searching, evaluating, organising, and communicating online information.

On completion of this module the candidate will be able to:

- Determine what online information is needed to meet a particular requirement.
- Search securely for online information using search engines and social media applications.
- Critically evaluate information using a range of criteria.
- Manage and organise information using a range of tools.
- Plan, draft, review and deliver online information.

WHAT ARE THE BENEFITS OF THIS MODULE?

- Certifies best practice in information literacy.
- Covers the key skills and knowledge needed when researching and evaluating topics on the web.
- Can be applied to research and information search relating to any topic area.
- Ensures that you can create factually sound, well-structured, well-researched, and appropriately expressed outputs.
- Developed by ECDL Foundation, a global social enterprise with 20 years of experience in developing individuals' digital competences.

HOW DO I GET STARTED?

To find out more about this module and to locate your nearest accredited test centre, please visit www.ecdl.org/programmes.

WHO IS IT FOR?

ECDL Information Literacy is primarily aimed at students in second and third level education, who wish to use online information to develop knowledge and create an output. The module is likely to be of interest to students who are interested in developing their competence in planning, finding, evaluating, and creating information.

SYLLABUS OUTLINE

CATEGORY	SKILL SET
Information Concepts	<ul style="list-style-type: none"> • Key Concepts • Information Sources
Searching for Information	<ul style="list-style-type: none"> • Defining the Information Need • Using a Search Engine • Using Social Media Applications
Evaluating and Organising Information	<ul style="list-style-type: none"> • Evaluating Information • Organising Information
Communicating Information	<ul style="list-style-type: none"> • Planning and Drafting Information • Reviewing and Delivering Information

