

Enhancing Competencies for Learning, Researching, and Working in a Digital Society: A Framework for Digital and Information Literacy Skills at GIHE

The following Digital and Information Literacy Skills Framework provides a comprehensive set of skills and competencies for higher education students to effectively find, evaluate, manage and communicate information, as well as understand and engage in a digital society.

	I. Directed	II. Guided	III. Self-directed	IV. Professional
	Learning stage with specific guidance from a teacher, instructor, or mentor.	Learning stage with some assistance and resources provided, but student has autonomy in decision making.	Learning stage where student takes responsibility for their own learning and relies on their own initiative.	Learning stage where student is expected to demonstrate high level of proficiency in skills associated with their profession.
A. FIND	A.I.1. Understand the information needs and requirements for a specific task	A.I.1. Select appropriate search strategies to find information efficiently	A.III.1. Explore different search engines and online databases to find information	A.IV.1. Employ social media and networking tools to identify and connect with experts in a field
	A.I.2. Navigate library catalogs and databases to locate relevant materials	A.II.2. Use advanced search techniques and specialized databases to locate information	A.III.2. Use citation indices and bibliographic databases to track scholarly publications	A.IV.2. Conduct systematic reviews of literature and synthesize information from multiple sources
	A.I.3. Use basic search techniques to find information on the web	A.II.3. Evaluate search results and modify search strategies as needed	A.III.3. Monitor sources for emerging trends and developments	A.IV.3. Stay current with trends and developments in the field through continuing education and professional development opportunities
B. EVALUATE	B.I.1. Understand the purpose and authority of sources	B.II.1. Use established criteria to evaluate the quality and credibility of sources	B.III.1. Evaluate sources based on personal criteria and priorities	B.IV.1. Evaluate sources within the context of their professional field or discipline
	B.I.2. Evaluate the relevance of sources to a specific task or project	B.II.2. Assess bias and recognize potential conflicts of interest	B.III.2. Recognize different types of bias and evaluate sources accordingly	B.IV.2. Evaluate research studies based on established criteria and standards
	B.I.3. Assess the reliability and credibility of sources	B.II.3. Understand the role of peer review in evaluating scholarly publications	B.III.3. Critically analyze sources and arguments to form informed opinions	B.IV.3. Critique scholarly publications and engage in peer review processes
C. MANAGE AND COMMUNICATE	C.I.1. Organize and manage information using basic tools	C.II.1. Use citation management tools to organize and manage references	C.III.1. Develop effective strategies for organizing and managing information	C.IV.1. Use advanced tools and strategies for managing and sharing information
	C.I.2. Understand and follow established citation and referencing conventions	C.II.2. Use advanced tools for writing, presentation, and data visualization	C.III.2. Create and maintain digital archives for personal and professional use	C.IV.2. Develop effective writing and presentation skills for professional communication
	C.I.3. Use basic writing and presentation tools to communicate information effectively	C.II.3. Understand and apply copyright and fair use guidelines	C.III.3. Use multimedia tools to communicate information effectively	C.IV.3. Engage in collaborative writing and editing processes
D. UNDERSTAND AND EVALUATE	D.I.1. Understand the ethical and legal implications of information use and sharing	D.II.1. Understand and apply principles of responsible information use and sharing	D.III.1. Develop personal and professional policies for responsible information use and sharing	D.IV.1. Understand and navigate complex ethical and legal issues related to information use and sharing
	D.I.2. Understand and follow basic guidelines for privacy and security	D.II.2. Use advanced tools and techniques for online privacy and security	D.III.2. Use advanced tools and techniques for online privacy and security	D.IV.2. Develop and implement institutional policies and guidelines related to information use and sharing
	D.I.3. Understand basic social media tools and communication conventions	D.II.3. Use social media effectively for personal and professional communication	D.III.3. Engage in social media and online communities to build professional networks	D.IV.3. Use social media and online communities to promote professional development and collaboration.