Information Management

IC3 Digital Literacy Certification, Global Standard 6 (GS6)

2 objectives · Certiport IC3 Digital Literacy GS6

An effective search starts with a clear question and well-chosen words, then uses tools to narrow or broaden the results. Boolean operators give precise control and are most useful in databases, library catalogues and advanced search forms.

Every objective and its key skills

3.1 Construct an effective information search

Turn your question into key concepts and drop filler words; think of synonyms and related terms.

AND requires every term and narrows results: solar AND battery.

3.2 Evaluate digital information sources and multiple search results

Accuracy: can the facts be checked against other reliable sources, and are data, references or links given?

Every site has a purpose: to inform, persuade, sell, entertain or collect data, and that purpose shapes what it shows.

Common pitfalls

- AND narrows and OR broadens; mixing them up gives far too few or far too many results.
- A professional design, a high ranking or many shares do not prove a source is accurate.

ExamDragon, examdragon.com/ic3. Independent exam preparation, not affiliated with or endorsed by Certiport or Pearson VUE; written in our own words from Certiport's IC3 Digital Literacy GS6 objectives.