IIST 605 Information Sources and Services - Spring 2012

Thursdays 7:15pm-10:05pm Husted 004

Instructor: Barbara Via, Librarian Emerita, University at Albany Email: bvia@albany.edu
Office hour: By appt.

Class Attendance: The class meets 12 times during the semester. There are no classes on the following dates: February 23, March 8, March 15 (Spring break), April 12. Attendance is taken at each class. Students who miss 3 or more classes may have their final grade lowered by a half or whole grade (an A will be lowered to an A- or B). Students need to attend class to get full benefit from the course. Please contact the instructor by email before class if you know in advance of an absence. Participation in class discussions and in-class assignments are important.

Readings: There is no text book. The required readings are articles. All students are expected to do all of the required readings. The amount of reading is not onerous. We will discuss the readings in class. Additional readings may be assigned throughout the course.

Time required to complete the coursework: This class meets for approximately 3 hours each week. Homework should take about two to two and a half hours per each contact hour. Therefore, you should plan to spend approximately 6 to 9 hours outside of class each week.

Objectives for Students: Students who finish this course should be able to:

• Demonstrate a sense of professional identity by applying the concepts and principles of library and information sciences and related disciplines. (IST Departmental Goal 1)

• Select, organize, describe, manage, retrieve, and disseminate information retrieval using relevant theories and practices. (IST Departmental Goal 3)

• Understand the information needs of diverse and underserved populations and provide resources and instruction to meet those needs. (IST Departmental Goal 4)

• Recognize the crucial role of users in the development and delivery of user-centered information systems and services. (IST Departmental Goal 4)

• Promote and demonstrate the use of ethical standards in the creation, management, and use of information. (IST Departmental Goal 7)

• Select, assess and evaluate reference services and collections. (IST Goal 3)

• Discuss current issues in reference services, including policies and trends (IST Goal 1 and Goal 7)
**Assessment of Objectives:** Students will demonstrate the successful fulfillment of course objectives through:

Assignment: Environmental Scan   (IST Goal 1)

Assignment: Bibliographic (IST Goal 3)

Assignment: Biographical Sources   (IST Goal 3)

Assignment: Article summary (IST Goal 4)

Assignment: Database Searching   (IST Goal 3 and Goal 4)

Assignment: Database Evaluation   (IST Goal 3 and Goal 4)

Assignment: Ref. ques. interpretation (IST Goal 3, 4 and 7)

Assignment: Pathfinder (IST Goal 3)

Discussion of readings (IST Goal 1,4,7)

**Email:** The professor will use email to contact students with course updates and questions. Therefore, each student is expected regularly check his/her email account. Email is the best method of communication with the instructor concerning assignments, questions, and readings. Each student must also subscribe to IST-L, the Information Studies listserv.

**Incompletes and late assignments:** No grade of Incomplete will be given in this class without the permission of the instructor in advance of the end of the semester. Students who turn in assignments and papers late without the permission of the instructor will have their paper grade lowered by ½ a grade (e.g. an A grade would be lowered to an A-). Assignments submitted more than one week late will be graded one grade lower (e.g. an A will be lowered to a B).

**Food, Phones, and Comfort:** You may bring a snack to class. Avoid peanuts or products containing peanuts (some people have allergies) and aromatic or messy foods. Turn off your cell phone or turn off the ringer. If you have any condition that would make different presentation of materials (e.g., size of type), placement in the room, special seating, or different teaching style (where possible) beneficial to you, please discuss with the professor.

**Plagiarism and Cheating:** Students are encouraged to work together to talk about and work on assignments together. However, each student is expected to complete each assignment and turn it in. Plagiarism or cheating will result in a failing grade for the course. In addition, the instructor will pursue further disciplinary action at the University level.

**Student Performance Evaluation:** Evaluation is based upon the point weights:
Assignment I 10 points
Assignment II 15 points
Assignment III 15 points
Assignment IV 15 points
Assignment V 15 points
Final Project 20 points
Attendance/Particip. 10 points

Total 100

Grades/Points
A = 95-100 points  A- = 90-94 points  B+ = 85-90 points  B = 80-84 points  C= 75-79 points less than 74 = E (failure)

Note the following specifications for all the assignments for the course:

- Assignments are due on the date specified
- Students should have papers ready at the beginning of the class and be prepared to discuss their findings and conclusions with the class.
- Papers should be word-processed, double-spaced, and single-sided, with 12 point type
- Please make sure to paginate your papers and put your name on them. Do not use report covers—a staple in the upper left-hand corner is sufficient.

For additional course information: the course web page is:
http://libguides.library.albany.edu/605spring