VALDOSTA STATE UNIVERSITY
MASTER OF LIBRARY& INFORMATION SCIENCE
MLIS 7580 Digital Libraries
Syllabus--Spring Semester 2012
Three Credit Hours

Instructor: Phone: (229) 333-7185
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Course Description:

Prerequisite or corequisite: MLIS 7000 or consent of the instructor.

Current trends in digital libraries research and practice. The impact of digital libraries on society will be emphasized.

Learning Outcomes:

Students will:
- Explain basic concepts of digital libraries
- Discuss digitization, preservation, and dissemination of digital content
- Describe processes to develop a digital library system
- Develop metadata guidelines for digital collections
- Recognize current trends in digital library technologies and standards
- Assess digital library technologies and standards

Class Activities:

Class activities include a set of readings, assignments, online discussions, and digital collection development projects. Details for each week are posted in the appropriate folder on the course website. *It is the student's responsibility to check the course calendar for DUE DATES for all class work and the weekly folders and assignment folders for all required and supplemental readings and other materials.* Full descriptions of all required course work are provided in the assignments section of the course website.

Textbooks and Required Readings:

Required textbook:

Lesk, M. (2005). *UnderstandingDigitalLibraries*(2nd ed). Morgan Kaufmann Publisher. ISBN: 9781558609242

Grading:

Grades will be calculated as follows:

- Participation (weekly reading discussion board) = 20pts
- Discussion Moderation =10 pts
- Three Assignments = 40 pts
- Digital Library Project = 30 pts

Final grades will be assigned as follows:

- A   90 - 100
- B   80 - 89
- C   70 - 79
- D   60 - 69
- F   0 - 59

Assignment Submission:

- Deadlines for each graded activity are clearly stated on the MLIS 7580 Course Calendar posted on the course home page on BlazeView.
- There is a one (1) day grace period for each graded activity after its original due date: No grace period for discussion postings
- Missing a deadline for any graded activity may result in a reduction in grade (i.e., 10% deduction from the original mark for each day after 1-day grace period) unless a mutually acceptable alternative is arranged with the instructor.
- All assignments must be submitted via assignment drop box on BlazeView.

Course Requirements:

Participation (20 pts)

- The course is designed for online delivery.
- Students should participate in weekly asynchronous discussions on BlazeView to share their opinions of the week's topics and reading assignments.

Discussion Moderation (10 pts)

- Students will need to sign up for topics to moderate several discussions on class discussion board on weekly reading material. A moderator is expected to initiate the discussion by posing questions or issues raised in the article, monitor the discussion thread, and respond to answers, questions, or feedback posted by other students.

Assignment (40pts)

- Students will complete three assignments that provide an opportunity to demonstrate familiarity with the course content.
- Collaboration on homework assignments is encouraged (keep in mind that collaborative work on assignments doesn't mean that one can plagiarize another person's work).
- You may consult outside reference materials, other students, or the instructor. However, all of your solutions should reflect your understanding of the subject matter at the time of writing.
- Assignments will provide students with conceptual and practical understanding of digital libraries.

Digital Library Project (**30 pts**)

- Students will build a small-scale digital library.
- Materials (text, video, images) for collections in digital format will be prepared by students
- Digital library software will be used.

Technological Requirements:

As this is an online course that also focuses its attention on online information services, students must have almost daily access to the Internet. That access will use email and the web (through the student's browser) for class-related communication. It is expected that each student will be capable of dealing with PDF files and MS Words documents.

To meet all class requirements, you should also be prepared to: (1) check the BlazeVIEW course homepage several times a week, sometimes daily, if a course discussion is in progress; (2) locate additional course readings using the GALILEO databases and download or print these out (this may require a PDF reader application on your computer); and (3) keep electronic backup copies of each assignment and project you submit.

Communication

Faculty Office discussion board: The faculty office discussion board will be available for the duration of the semester. Please post course-related questions that may be relevant to your classmates on the discussion board. Please read the faculty office discussion board regularly.

If you have a personal question please send it to me via BlazeView course e-mail. Instructor checks his e-mail and telephone messages at least twice daily throughout normal business hours (M-F, 9-5).

By institutional policy, instructors are asked to communicate with students online through VSU accounts (BlazeView and VSU Email). Opening and finding the BlazeView account is, therefore, required. For instructions on using a student BlazeView account, go to IT Helpdesk at http://www.valdosta.edu/helpdesk/ .

Distance Learning Support:

To help address concerns of off-campus and online students, the library maintains the Library Services and Resources for Distance Education Student webpage at http://www.valdosta.edu/library/services/distancestudents.shtml . If at any time you have general questions about the library or specific questions about library resources, please call the Odum Library Reference Desk at (229) 333-7149 or email at http://www.valdosta.edu/library/forms/disted.php . Chat reference is available at http://www.valdosta.edu/library/ask.shtml .

UNIVERSITY POLICIES

Academic Honesty

Valdosta State University expects that graduate students will pursue their academic endeavors and conduct themselves in a professional and ethical manner. All work that a student presents to satisfy course requirements should represent his or her own efforts, including appropriate use and acknowledgment of external sources. Specific regulations related to student conduct and behaviors are contained in the *Student Handbook, Student Code of Ethics.* See http://www.valdosta.edu/academic/AcademicHonestyatVSU.shtml . It is your responsibility to make sure you understand how to avoid breeches of academic integrity. If you are unsure about the parameters of an assignment, ask for clarification. If you need help with citations and research resources and techniques, the university provides extensive resources for students. For help please start at the Odum Library's "how to" page: http://www.valdosta.edu/library/learn/howto.shtml

Using SafeAssign

By taking this course, you agree that all required course work may be subject to submission for textual similarity review to SafeAssign, a tool within BlazeVIEW. For

more information on the use of SafeAssign at VSU see SafeAssign for Students
(http://www.valdosta.edu/academic/SafeAssignforStudents.shtml).

Equal Opportunity Statement

Valdosta State University is an equal opportunity educational institution. It is not the
intent of the institution to discriminate against any applicant for admission or any student
or employee of the institution based on the sex, race, religion, color, national origin,
disability, or sexual orientation of the individual. It is the intent of the institution to
comply with the Civil Rights Act of 1964 and subsequent Executive Orders as well as
Title IX, Equal Pay Act of 1963, Vietnam Era Veterans Readjustment Act of 1974, Age
Discrimination of employment Act of 1967, and the Rehabilitation Act of 1973.

Accommodations Statement

Valdosta State University complies fully with the requirements of the Americans with
Disabilities Act (ADA). The Access Office for Students with Disabilities (Access Office)
serves students who have documented disabilities, have met the Valdosta State University
(VSU) admission criteria, and are otherwise qualified. Students requesting
accommodations or modifications due to a documented disability must contact the
Access Office for Students with Disabilities located in the Farber Hall. The phone
numbers are 229-245-2498 (V/VP) and 229-219-1348 (TTY). The website is
http://www.valdosta.edu/access/

Student Agreement

Enrollment in this class signifies that the student has agreed to abide by and adhere to the
policies and regulations specified above. It is understood that the instructor may adapt or
change this syllabus and the assignments contained within it according to circumstances
that may arise during the course of the semester.