

VALDOSTA STATE UNIVERSITY
MASTER OF LIBRARY & INFORMATION SCIENCE
MLIS 7150 Social Sciences Information Sources
Syllabus—Spring Semester 2011
Three Credit Hours

Instructor:

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Catalog Description

Prerequisites: MLIS 7100 or consent of the instructor. Examination of social science information domains and information resources, including the structures and bibliographies of the disciplines in electronic and print format. Various information formats are examined, and appropriate search and retrieval methods are explored.

Learning Outcomes

Students will:

- Utilize a variety of print and electronic resources in the social sciences
- Assess research needs in the social sciences and describe how information professionals may meet those needs
- Utilize a working knowledge of the literature in each of the selected disciplines of the social sciences
- Identify appropriate resources for social sciences collection development

Textbooks

No textbook required.

Instructor Availability & Support

Check with your instructor for her/his policy on how frequently e-mail and telephone messages will be returned. By institutional policy, instructors are asked to communicate with students online through VSU accounts (BlazeView and VSU e-mail). If you are registered for the course as a non-degree student, a VSU email account will be assigned to you for this semester.

All discussion posts and assignment submissions for this online course must be sent via BlazeView. Your VSU email username serves as your BlazeView login. The BlazeVIEW password requires at least one capital letter in it. See the section on ‘Technical Requirements’ on this syllabus for contact information in the case you need technical help.

Attendance

This is a Web-delivered course using the BlazeVIEW course management program. All course communications, activities, and materials will be available exclusively through the BlazeVIEW web site and require checking the website several times a week. The instructor will schedule real-time instruction using Live Classroom as needed.

Course Design: Problem-based Learning

The course is based on a problem-based learning format that I think you will find challenging and one that will give you an opportunity to set the tone and select content for your own learning.

You will work as a group to solve a problem related to the social sciences sources and services needed to support adult users of today's academic and public libraries. Your instructor acts as a facilitator. She presents the problem and identifies resources for the group(s) to use to work toward a solution to the problem.

You will find a full description of the problem-based scenario that will drive your learning in your BlazeVIEW course site. It is based on a scenario involving collection development and user services.

Assignment Calendar

<i>Week of:</i>	<i>Activities:</i>
First days Mon. Jan. 10-13	<u>Introduction</u> Submit a post to the Discussion 1 , called "A Social Scientist's Profile of Yourself" in which you introduce yourself to the class using characteristics that a social scientist might study. Required, not graded.
Part 1 (1 week) Fri. Jan. 14- Thur. Jan. 20	<u>Subject Areas of the Social Sciences</u> Identify the key subject areas from the social sciences that you feel will be relevant to the users of the proposed merged facility.
Part 2 (3 weeks) Fri. Jan. 21- Thur. Feb.10	<u>Core Materials in the Social Sciences</u> Using the key subject areas identified in the Week 2 assignment as guides, compile a classified guide to core reference materials from those areas (monographs and journals, print and electronic, and subscription databases). Each committee member selects one subject to research and develop into a core list.

- Part 3 (2 weeks)
Fri. Feb. 11-
Thur. Feb. 24
- E-Government as a Social Sciences Service
- Investigate e-government services and how they are being provided to users in both academic and public libraries. What similarities and differences in services are there between these two groups? Committee members may divide up research on this topic and report to each other.
- Thur. Mar. 3
- Last day to withdraw from a class without academic penalty.**
- Part 4 (2 weeks)
Fri. Feb. 25-
Thur. Mar. 10
- Free Electronic Tools and Resources
- Examine free databases, retrieval engines, and e-collections available on the Internet relevant to the users of the proposed merged facility. Split up the work.
- Mar. 14-18
- Spring Break. Most university offices close. The Odum Library remains open.**
- Part 5 (1 week)
Fri. Mar. 18-
Thur. Mar. 24
- A Starter List of Free Materials
- Using the intelligence gathered on e-government resources and free electronic tools and resources, develop an annotated starter list of materials from those sources (look for exemplars, not a comprehensive list). Collaborate on this.
- Part 6 (2 weeks)
Fri. Mar. 25-
Thur. Apr. 7
- User Guides for Social Sciences Collections
- Give recommendations for creating user guides to social sciences materials. Include links to existing examples or provide your own original prototype or template (again, look for exemplars on a few topics that can be replicated for other social sciences topics). Collaborate on this.
- Part 7 (1 week)
Fri. Apr. 8-
Thur. Apr. 14
- Joint User Management Issues
- Share suggestions on how access to this collection and staffing of these services could be shared by or divided between the librarians from both libraries. Collaborate on this.
- Final Project
(3 weeks)
Fri. Apr. 15-
Thur. Apr. 28
- Executive Summary of Recommendations
- Collate your findings, core lists, examples, and recommendations into a report. Divide this into sections and split up the writing.

Graded Course Requirements

As a student in this class, you are expected to: (1) read or view all assigned background materials; (2) participate fully in all group activities, including setting goals and identifying materials for your learning and for sharing with group mates; (3) attend online meetings; (4) submit all projects on time and according to the format designated by the instructor; and (5) conduct your research and composition according to the rules of academic integrity (see Academic Honesty section on page 5 of this syllabus).

At the end of the semester, you will review each other. These peer reviews will be confidential. They will be based on criteria that reflects your performance throughout the project, including:

- Quality of contributions (your materials were accurate in content and professionally prepared)
- Quantity of contributions (you did your share of the work)
- Research effort (your contributions are derived from examination of the materials provided by the facilitator and extended searching on your own initiative)
- Communication (you attended Live meetings and posted to discussion boards and responded to questions, requests, and concerns posed by your group mates)
- Keeping to a deadline (you submitted your share of each part of the project on time)
- Other (comment freely, but respectfully, on any other aspect of your group mates)

Your final grade will be based on your peer reviews combined with impressions from the facilitator.

Letter Grading

Your final grade will be one of these letter grades:

Exceptionally exceeds minimum standards	A
Exceeds minimum standards	B
Meets minimum standards	C
Barely meets minimum standards	D
Fails to meet minimum standards	F

Technical Requirements

All class materials will be placed on a password-protected Web site using the BlazeVIEW course management program. If you are a new BlazeVIEW user, go to the BlazeVIEW help pages at <http://www.valdosta.edu/vista/students.shtml>. Then return to the BlazeVIEW page and login using your BlazeNet email ID and password.

To meet all class requirements, you should be prepared to: (1) open and save or print all documents that are required background reading - this requires the Adobe Acrobat Reader on your computer; (2) view all PowerPoints placed on the course BlazeVIEW site – these are saved to **Powerpoint 97-2003**; (3) participate in Live Classroom sessions – login links and instructions will be available through your BlazeVIEW course homepage; (4) check discussion groups as needed; and (5) keep electronic backup copies of each assignment and project you submit.

Unless otherwise stated, assignments must be submitted using a word processing program compatible with Microsoft (MS) Word. BlazeVIEW accepts documents in **MS Word 97-2003 or MS Word 2007**. Since MS Word 2010 is new, we shall see whether documents in this format upload easily. If you are using WordPerfect or sharing documents with classmates who have a different version of Word, save your documents in Rich Text Format (rtf). Documents that cannot be opened on VSU equipment will be returned to you for re-formatting.

The university's Information Technology department provides step-by-step guides on how to use VSU's email and other sources. The IT Help Desk is at <http://www.valdosta.edu/helpdesk/guides/> and their phone hot line is 229-245-4357.

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 acknowledgement of external sources."

Specific regulations related to student conduct and behavior are contained in the *Student Handbook*, *Student Code of Ethics*. Please acquaint yourself with the full policy at <http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml>.

It is **your responsibility** to make sure you understand how to avoid breeches of academic integrity. The instructor posts rules for citing, quoting, and appropriate use of resources for assignments that require written compositions, reviews, or commentary.

Noncompliance with rules on appropriate use of resources will result in zero credit for those parts of the assignment affected. If you are unsure about the parameters of an assignment, ask for clarification.

Asking librarians or staff in a library to provide answers or to conduct research to fulfill any part of a graded course requirement is an infraction of academic integrity. The same policy applies to contacting any free or commercial reference service for assistance with a graded assignment.

An overall grade of zero can be assigned to an entire paper or project if the instructor determines that its contents, or parts of its contents, were completed by a second party. This, of course, does not apply to group projects that require collaboration on a final product.

Distance Learning Support

The university's Information Technology department provides step-by-step guides on how to use VSU's email and other sources. The IT Help Desk is at <http://www.valdosta.edu/helpdesk/guides/> and their phone hot line is 229-245-4357.

To ask questions about **availability or location of VSU online resources**, use the VSU Library's Live Chat or E-mail at: <http://www.valdosta.edu/library/ask.php>. You may also phone the VSU Library's reference service at (229) 333-7149.

Special Needs Statement

Valdosta State University is an equal opportunity educational institution. It is not the intent of our 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, or the handicap of the individual. It is the intent of the institution to comply with Title VI of the Civil Rights Act of 1964 and subsequent executive orders as well as the Title IX section 504 of the Rehabilitation Act of 1973. Students requiring classroom accommodations or modifications because of a documented disability should discuss this need with the professor at the beginning of the semester. Students requesting classroom accommodations or modifications due to a documented disability must contact the Access Office for Students with Disabilities located in room 1115 Nevins Hall. The phone numbers are 245-2498 (V/VP) and 219-1348 (TTY).

Student Agreements

Enrollment in this class signifies that you agree 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 if extraordinary circumstances arise during the course of the semester.

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) (<http://www.valdosta.edu/academic/SafeAssignforStudents.shtml>).