**Syllabus**

**Day/Time:** Monday and Wednesday, 11:00am - 12: 15pm

**Location**: Manning Hall, Manning 307

**Instructor**: Earl Bailey

**Email:** [ebailey@unc.edu](mailto:ebailey@unc.edu)

**Telephone (mobile):** 919.349.4935 (for emergencies or appointments only)

**Office hours:** By appointment.  Please contact me by email to arrange a specific meeting time and place or to set up a Skype meeting.

**Mailbox:** I have a mail folder in the SILS Main Office that you may use to drop off hard copy correspondence should you need to do so outside of scheduled meeting hours.  The SILS office is open and staffed Monday through Friday 8:00 am to 5:00 pm with the exception of University holidays.

**Course Description**  
  
Brief description: The behavioral and cognitive activities of those who interact with information, with emphasis on the role of information mediators; how information needs are recognized and resolved; and the use and dissemination of information.  
  
Rationale and relationship to the current curriculum: This course undergirds much of our curriculum, because it introduces the students to core concepts that have implications for the practice of information science and librarianship. While it is a formal prerequisite only for INLS 780, Research Methods, it is expected that it will be taken early in the student's career at SILS.

**Objectives for the Course**  
  
Students completing this course will:

* be familiar with the empirical and theoretical literature related to information seeking, including the recognition of information needs, actions taken to resolve those needs, the roles of intermediaries   (both human and machine), and the retrieval and use of information;
* understand key concepts related to the ways in which information is created, structured, disseminated and used, with particular emphasis on scholarly information behaviors;
* be able to identify the ways in which the context of an information interaction can affect the process and outcomes of that interaction;
* explore the impact of technology on human information interactions; and
* critically apply theories and empirical findings to the definition and solution of problems related to human information interactions, as encountered in the information professions.

**Readings for the Course**  
  
Since this is a "survey" course, students will be expected to complete several readings in preparation for each class meeting. The assigned readings are listed on the course schedule and will be made available electronically online or through the Sakai site for the course. No textbook is required.

**How to Succeed in this Course**

Honor Code:

It is expected that all students will comply with the University honor code as set forth at: <http://instrument.unc.edu/>  The work you turn in for this course should be yours alone, except when working on group assignments. Written work used from other sources should be quoted and cited. I expect and encourage students to discuss the class and the assignments with one another, but take care that what you turn in to me for grading is yours alone.

Class Preparation and Participation:

I expect all students to attend class, arriving on time and prepared. The schedule will list readings for each class session. I expect you to have completed the readings and be ready to take part in the discussions that day. I consider class participation to be a critical part of this class, and your participation grade will be based upon your readiness and ability to discuss the assigned readings. Active participation includes:

* demonstrating familiarity with the readings for that session;
* sharing your analysis and opinions related to the readings and the session topic;
* active listening to the analysis and opinions of your classmates; and
* civil debate when disagreements occur.

Please bring your laptops to class. We will use them to complete polls and other short assignments. Laptop use during class should be related to class work.

Remember that this class is not about finding right answers – it is about the process of finding answers. Discussion and debate over the way to accomplish this is not only expected but also encouraged.

Communication and Feedback:

Email is the best way for you to ask me questions about your assignments and to inform me of conflicts or other situations. Normally you should expect a response within 24 hours.  Discussion of grades and other issues will be done by appointment either in person, on Skype, or by telephone.

We will periodically give feedback to one another. You will give me feedback on how well the course is meeting your educational needs, and I will give you feedback on how well you are meeting the course objectives. The purpose of both of these is to improve the class experience and to provide constructive criticism.

When bad things happen to good people:

Sometimes circumstances beyond your control make it impossible for you to attend class or to turn in an assignment on time. Missing class for illness or emergencies will be excused provided you inform me via email of the reasons for your absence. You will still be responsible for any work or assignments related to that class. Missing class for other reasons may be excused provided we discuss the reason before class and agree that it is a valid reason to be absent. Missing three consecutive class sessions or any six class sessions throughout the semester will result in my report of your absences to your adviser and will severely impact your final grade.

Missing assignment due dates is a serious issue as it is expected that you are working on these well before the date due. Unless you are given a rare extension, your grade for that assignment will be lowered by one point per day the assignment is late.

**Assignments**

Assignments have due dates that space them out throughout the semester and I expect you to meet those due dates. I am happy to discuss assignments with you either in person or through email. I am also happy to look at drafts of assignments to give feedback on direction. Of course I will be able to help the most if you give me time before the assignment is due!

I expect your final version of any assignment to be well formatted and free of any errors in spelling or grammar. All assignments with references should use the APA (American Psychological Association) guidelines. Page lengths for all assignments assume 1 inch margins and double spaced lines.  
  
Assignments will be submitted electronically via the Sakai website using either Word or PDF files.

Some assignments for this class are mandatory, but for others you will be able to choose from an ala carte list. Core assignments will account for 60 percent of your final grade. The other 40 percent you may choose from one of two choices. **Your final decision on assignments is required by week 2 (August 27th).** This will help me to plan the course for the remainder of the semester.

I do not offer individual extra credit, however each student may resubmit one graded assignment to earn up to half the points you lost (except the final).

**Mandatory Assignments (60%)**

* Class Participation (20%) - Each student is expected to be prepared for each class by completing the assigned reading(s); and to ask questions and participate in class discussions and activities both in class and online.
* Blogs and Meta-Reflections (20%) - You will create one blog entry on Sakai for each day of class there is an assigned reading. This means if there are two readings assigned for one day, you only need to create one entry. Your blog entries are due at 8 AM on the date the readings have been assigned. You will not receive credit for late blog entries, so it is imperative that you carefully schedule your time. Your blog entries will allow you to reflect on the course readings and connect them together and to your own personal experiences. Your blog will also give you a chance to reflect critically on issues addressed in the readings and in class. Your blog entries will also allow you to reflect on how your knowledge of information science is changing. Finally, your blog entries will help me track your progress throughout the course. On three occasions, you will create **meta-reflections**. To construct a meta-reflection, you should look back over all your blog entries for the period, reflect on them and create a summary of them.
* Final Reflection Paper (20%) - Each student will sum up their entire class experience using their previous reflection papers as well as class notes, readings, and discussions. Papers are informal and should be 7-10 pages long. Due December 7th at 8am.

**Assignment Choice 1 (40% total)**

* Solution Memo (40%) - student will identify, analyze, and synthesize the findings of a well-bounded body of literature related to a problem/question in information and library science practice. The findings and recommendations based on them will be presented in the form of a memo. To be completed by November 12, with several intermediate deliverables due in September and October.

**Assignment Choice 2 (40% total)**

* Information Seeking Diary (20%) - student will keep a diary of a personal information-seeking event and analyze the event in terms of the concepts and ideas discussed in the course. To be completed October 15.
* Group Assignment - In-depth examination of an example of scholarly communication (20%) - Students will work in small groups (3-4 people) to select a set of articles/works    from the "additional readings" page of the course website or elsewhere. Each team will analyze the structure and content of the papers selected, as well as the way they have been used by other scholars (i.e., through an analysis of citations from, to and among    the papers). To be completed November 19, with one intermediate deliverable due on October 29. All members of the team will received the same grade for the project.