IRLS515-001/010 Organization of Information

Updated Mon, 08/24/2009 - 19:00

COURSE NAME, NUMBER AND PREREQUISITES:

IRLS 515-001/010 Organization of Information

[Prerequisite: IRLS 504 or consent of the instructor.]

Instructor: Hong Cui

COURSE DESCRIPTION:

Official Course Description

Introduction to the theories and practices used in the organization of information. Overview of national and international standards and practices for access to information in collections.

Specific Course Description

We will study the history, theories, and practices in the organization of recorded information, print and digital. An introductory course, IRLS 515 will survey the information and knowledge organization techniques that exist or are emerging, such as controlled vocabularies and the Semantic Web. We will focus on standards and tools that are used in large text-based information environments. We will approach these fascinating topics through intellectual discussions and hands-on exercises. We will be using the D2L (Desire to Learn) learning support system. All course related materials can be found there. Log on D2L at http://d2l.arizona.edu using your UA username and password. That website also contains d2l tutorials you may consult. Further D2L help can be found at D2L@email.arizona.edu or (520) 626-6804.

COURSE OBJECTIVES:

The main goal of the course is to help students become familiar with the concepts and practices of bibliographic and non-bibliographic information organization and to nurture students’ interests in exploring this field further after completing the course. By the end of the course, the student will be able to:

· Understand the existing and new challenges involved in organization of information.

· Define a number of approaches that have been used to organize information in different settings and for different purposes.

· Compare and contrast the range of information organization approaches.

· Describe the main theories of information organization in library settings.
Demonstrate basic skills in controlled vocabulary creation.

Demonstrate basic knowledge of at least two metadata standards.

Demonstrate basic skills in database construction.

Articulate the similarities and differences between foundational concepts such as a thesaurus, ontology, authority file, subject heading list, and library classification scheme.

REQUIRED COURSE MATERIALS:

Taylor, Arlene. 2004. The Organization of Information. Englewood, CO: Libraries Unlimited. [We will use this text only in the first half of the term. This text provides a comprehensive coverage on more traditional IO approaches, even though some content in the text is out of date. A few chapters from this text are available at our course site.]

Other course readings are online. Students will be able to access them without charge. [We will use these readings mostly in the second half of the term. Readings marked as “for interested readers” are not required.]

It is absolutely necessary for students to complete all required readings and note their questions before coming to the class.

COURSE REQUIREMENTS:

Students will complete five assignments. Assignments to be completed by 2-3 students as a group are marked with a (G). Assignments 3-5 build on assignment 2, so in some sense assignment 2 is especially important. Students are encouraged to be creative in assignment 2, but be sure to check with instructor to avoid regrets.

1. Encoding Standards
2. Metadata Schema and Revision
3. Controlled Vocabulary
4. Database Theory and Construction
5. (G) Metadata Crosswalk

COURSE, SCHOOL, AND UNIVERSITY POLICIES:

Academic Code of Integrity

Students are expected to abide by The University of Arizona Code of Academic Integrity. ‘The guiding principle of academic integrity is that a student’s submitted work must be the student’s own.’ If you have any questions regarding what is acceptable practice under this Code, please ask an Instructor.

Accommodating Disabilities

The University has a Disability Resource Center. If you anticipate the need for reasonable accommodations to meet the requirements of this course, you must register with the Disability Resource Center and request that the DRC send me, the Instructor, official notification of your accommodation needs as soon as possible. Please plan to meet with me by appointment or during office hours to discuss accommodations and how my course requirements and activities may impact your ability to fully participate.

Assignment Policies
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- All work must be turned in on the dates due by midnight (12:00pm) Arizona time. Late work without prior notice to and approval from the Instructor will receive 5% deduction for each late day. For example, if your work is marked at 80% but you hand it in 1 min after the midnight, your mark for that assignment will be 80%*0.95=76%. Assignments late for 5 days will not be marked unless an extension is granted by the Instructor.

- In case of D2L malfunctions, email your assignment to hong1.cui@gmail.com (so your assignment will not be marked as late) and then resubmit your assignment to D2L dropbox (or “late” dropbox). Only assignments in D2L dropbox will be graded. Email submissions only establish a timestamp on an assignment.

- Be sure to check your submissions are successful. “I am not sure what had happened, but I honestly thought I had submitted my assignment on time” is not an acceptable excuse for waiving the late penalties.

- HTML format must be used for all written assignments turned in for grading. Assignments in any other format are discarded without grading. Feel free to use any editor to produce the HTML documents.

- Missing one assignment will result in a C, so please DO stick to these guidelines. You’ve been warned.

- An assignment is due on the same date the next assignment is assigned. See the schedule for the starting dates.

- All work may be checked by Turnitin.com or other tools made available to the Instructor.

Incompletes

The current Catalog reads

The grade of I may be awarded only at the end of a term, when all but a minor portion of the course work has been satisfactorily completed. The grade of I is not to be awarded in place of a failing grade or when the student is expected to repeat the course; in such a case, a grade other than I must be assigned. Students should make arrangements with the instructor to receive an incomplete grade before the end of the term ...

If the incomplete is not removed by the instructor within one year the I grade will revert to a failing grade.

GRADING:
Course grades will be assigned as follows:
A=90+ (Superior Work)
B=80-89 (Very Good)
C=70-79 (Marginally Satisfactory)
F=0-69 (Failed to meet requirements)

INSTRUCTOR NAME AND CONTACT ADDRESSES:

Dr. Hong Cui
hongcui@email.arizona.edu

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- Required first course: IRLS504
Guided exploration

Click a term to initiate a search.

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Related categories

Course: IRLS515
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Guided keyword