INFO 5000 INFORMATION AND KNOWLEDGE PROFESSIONS

Summer 2021 - 5W2

COURSE INSTRUCTOR

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OFFICE HOURS

Office hours are via Zoom. Students are welcome to make an appointment with the instructor at any time to discuss course-related questions, issues, or concerns. Please send a message via Canvas inbox to your instructor to schedule a meeting.

COURSE FORMAT

We will have a mandatory online orientation meeting (through Zoom) for the first day of class at 7:00 p.m. CST on Tuesday, July 6, 2021.

Most of our coursework will be done online at your own pace by the specified due dates. There will be weekly synchronous meetings, which are optional but strongly recommended. These weekly synchronous meetings will be recorded and made available on Canvas.

COURSE DESCRIPTION

3 hours. This course examines the history, roles, and scope of the information and knowledge professions. Basic concepts and issues (e.g., impact of information technology on the individual, intellectual freedom, privacy and diversity) are discussed. Legal and ethical aspects of managing information and knowledge organizations are examined. Course activities emphasize these goals:

COURSE OBJECTIVES

- Developing in-depth understanding of Library and Information Sciences as a discipline;
- Developing creative and critical thinking capabilities by exploring various IS topics independently, critically, and creatively;
- Analyzing, synthesizing, and presenting information in a logical, coherent, and professional manner;
- Understanding the life cycle and norms of research activities and practicing scholarly communication skills; and
- Developing team-building skills and involving in professional societies/associations.

LEARNING OUTCOMES

Upon completion of this course, students will have:

- Developed a basic understanding of the nature and scope of the information professions;
- Acquired a knowledge of the history of information and library sciences;
- Examined ethics, values, norms, and foundational principles of the IS profession;
- Investigated current and emerging issues in information and library sciences and their impact on information professions;
- Gathered an understanding of the role and attributes of an effective IS professional;
- Gained knowledge about the impact of technology on individuals, society and the information profession;
- Developed skills in scholarly communication, research, and writing that are key to the success of both an academic program and the future career goals;
- Evaluated IS literature independently, critically, and creatively;
- Applied rules and norms of scholarly communication frequently in the academic writing process; and
- Utilized current software to cite, organize, and present information professionally;

COURSE READING MATERIAL

Each module has required and optional readings. Refer to the module reading list on the Canvas course website (under the Module tab); they are either directly linked from the website or can be found through the UNT Electronic Library.

Reference and Citation Style

- American Psychological Association (2020). *Publication Manual of the American Psychological Association* (7th ed.). Washington, DC: American Psychological Association.

COURSE OUTLINE

The course is organized into 8 Learning Modules:

- Module 1: Introduction to Information Science
- Module 2: Information Institutions
- Module 3: Information Profession Values and Code of Conducts
- Module 4: Diversity, Globalization, and Leadership
- Module 5: The Information and Knowledge Evolving Professions
- Module 6: Impact of Technology on Individuals and Society
- Module 7: Technology and Data Innovation
- Module 8: Emerging Trends in the Information and Knowledge Professions

COURSE REQUIREMENTS

1. **Orientation Attendance (4% of total grade)**

All students are expected to attend the Online Orientations scheduled via Zoom. If a student cannot attend the orientation, the student must inform the instructor in advance and obtain instructor approval. If the student absence is excused by the instructor, alternative arrangement will be made.

2. **Introduce Yourself (1% of total grade)**

As part of our "Start Here" module, all students are expected to introduce him/herself to the class.

3. **Job Analysis Assignment (20% of total grade)**

Designed to help students understand basic research (data collection, analysis, interpretation, and visualization) and produce a presentation in the form of PowerPoint presentation that can be used to highlight the trends in that area.

4. **Module Discussions (25% of total grade)**

These are graded discussions, and students are required to participate and post thoughtful and reflective arguments. It is important to demonstrate original thoughts that are supported by specific examples, relevant experiences, and assigned/self-selected readings. Initial post (at least 250 words) should cite a minimum of one article from the reading list in the module as relevant. You must respond to at least one post by another student in the class (at least 100 words).

5. **Module Quizzes (10% of total grade)**
Students are required to complete online quizzes to show the understanding of the readings and the key concepts.
6. **Final Assignment (35% of total grade)**

Gain an in-depth understanding of an area related to the information and knowledge professions and learn the process of conducting research through analyzing, reviewing, and synthesizing the literature.

7. **ePortfolio Welcome Page (5% of total grade)**

Students will complete the "Welcome" page of their e-Portfolio.

Schedule

Dates	Modules	Requirements
7/5-7/7	"Start Here" Module	Introduce yourself (5 points) by 7/7
		"Start Here" practice quiz (0 points)
		Attend Orientation (5 points) on 7/6
7/8-7/11	Module 1	Module 1 Discussion (5 points) by 7/11
		Module 1 Quiz (5 points) by 7/11
7/12-7/14	Module 2	Module 2 Discussion (5 points) by 7/14
		Module 2 Quiz (5 points) by 7/14

		Attend Zoom Meeting I on 7/12 (not required but recommended)
7/15-7/18	Module 3	Module 3 Discussion (5 points) by 7/18
		Final Assignment Part I (5 points) by 7/18
7/19-7/21	Module 4	Module 4 Discussion (5 points) by 7/21
		Attend Zoom Meeting II on 7/19 (not required but recommended)
7/22-7/25	Module 5	Module 5 Discussion (5 points) by 7/25
		Job Analysis Assignment (15 points) by 7/25
7/26-7/28	Module 6	Module 6 Discussion (5 points) by 7/28
		Attend Zoom Meeting III on 7/26 (not required but recommended)
7/29-8/1	Module 7 & Module 8	Module 7 Discussion (5 points) by 8/1
		ePortfolio Welcome page (5 points) by 8/1
8/3		Final Assignment Part II (25 points) by 8/3

GRADING SCALE

The UNT scale for **grading** is as follows:

- A = 90 - 100 points
- B = 80 - 89 points
- C = 70 - 79 points
- D = 60 - 69 points
- F = 59 points and below

SCHOLARLY EXPECTATIONS

All works submitted for credit must be original works created by the scholar uniquely for the class. It is considered inappropriate and unethical, particularly at the graduate level, to make duplicate submissions of a single work for credit in multiple classes, unless specifically requested by the instructor. Work submitted at the graduate level is expected to demonstrate higher-order thinking skills and be of significantly higher quality than work produced at the undergraduate level.

COMMUNICATIONS

Course information will be posted on the "Announcements" section of the Canvas course site and students are expected to monitor this area. Students are also expected to check their Canvas Inbox

and UNT email address regularly, as this is the main avenue of communication the Teaching Team will use to contact you individually.

If students have questions that might be of interest to other students, they are encouraged to post them in the "Virtual Office" thread under the "Discussions" of the Canvas course site. It is likely that someone else has the same question. If a student needs an instructor's immediate attention to some questions, the questions can be sent via Canvas Inbox to the instructor AND the TA.

COURSE EVALUATION

Student feedback is an important and essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available before the end of a semester to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the anonymous survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted.

COURSE POLICIES

- **Online Course Attendance**

  Student Attendance and Authorized Absences Policy number 06.039

- **Late Work**

  All students are expected to submit their module activities and other assignments by the due date. We will deduct points for late submissions. If you submit an assignment after the deadline, we will deduct 0.5 points per delayed day (24 hours) from the assessed score.

  This prevents students from getting too far behind in the course and allows the instructor to assign grades in a consistent manner. Assignments are due by 11:59 p.m. (midnight) on the date due. If an extenuating circumstance such as a medically diagnosed illness or family emergency arises, request an extension **prior to the due date** in a professional and effective manner. Contact the instructor AND TA via Canvas Inbox.

- **Academic Dishonesty**

  Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam [or specify alternative sanction, such as course failure]. Additionally, the incident will be reported to the Office of Student Rights and Responsibilities, which may impose for further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another

person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

- **Acceptable Student Behavior**

  Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.deanofstudents.unt.edu.

- **Copyright Notice**

  Some or all of the materials on this course website may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the express and written permission of the copyright owner, unless fair use or another exemption under copyright law applies.

UNT Policies

- **Incomplete**

  An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule. The student must arrange with the instructor to finish the course at a later date by completing specific requirements. Please refer to https://registrar.unt.edu/grades/incompletes for more information. It is your responsibility to contact the instructor to request an incomplete and discuss requirements for completing the course. If you do not remove the incomplete within one calendar year, you will receive a grade of F.

- **Dropping a class**

  Please refer to https://registrar.unt.edu/registration/dropping-class

- **Americans with Disabilities Act Compliance Statement**

  The University of North Texas is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 – The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans with Disabilities Act of 1990 (ADA) as amended, pursuant to section 504 of the Rehabilitation Act, there is a renewed focus on providing this population with the same opportunities enjoyed by all citizens.
  As a faculty member, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing faculty of their need for accommodation and in providing

authorized documentation through designated administrative channels. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at www.unt.edu/oda. Also, you may visit the Office of Disability Accommodation in the University Union (room 321) or call (940) 565-4323.

- **Sexual Discrimination, Harassment, & Assault**

  UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) have experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

- **Policy on Server Unavailability or Other Technical Difficulties**

  The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty that prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the UNT Student Help Desk at 940.565.2324. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

Important Notice for F-1 Students taking Distance Education Courses:

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website at http://www.ecfr.gov/ (Links to an external site.). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f) (6) (i) (G). The paragraph reads: (G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam,

participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

- Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
- Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.