

VALDOSTA STATE UNIVERSITY
MASTER OF LIBRARY & INFORMATION SCIENCE
MLIS 7500 Computer Applications for Information Professionals
Syllabus--Spring Semester 2009
Three Credit Hours

Instructor:

Fatih Oguz

Odum Library - 1500 N. Patterson Street

Valdosta, GA 31698-0150

Office Hours: by appointment, in person or online

Phone: (229) 245- 3715

Fax: (229) 259- 5055

E-mail: foguz@valdosta.edu

Course Description:

Prerequisite: consent of the instructor. A study of concepts, applications, issues, and trends for information professionals. Topics include hardware and software, networks and the Internet, data security, digital media, database basics, and programming basics. The impact of information technologies on libraries and information centers is emphasized.

Course Objectives:

Upon completion the student will be able to:

- Understand and explain basic computer concepts (hardware and software)
- Develop basic understanding of microcomputer applications and networking
- Address and assess basic computer hardware and software problems in libraries
- Evaluate trends in computer technologies for library settings
- Make informed computer system purchasing decisions

Class Activities:

Class activities include a set of readings, podcasts, assignments and quizzes, and synchronous/asynchronous online discussions. Students will complete weekly assignments that provide an opportunity to demonstrate familiarity with the course content. Assignments will provide students with conceptual and practical understanding of microcomputer concepts, issues, trends, and their impact on information professionals and libraries. Selftest quizzes will help students measure their understanding of the course content. A set of podcasts of each Issue article in the book will be made available. Students should participate in online meetings to discuss and share their opinions of the week's topics, assignments, and readings. The purpose of the term project is to allow students to demonstrate their understanding of impact of microcomputer applications or other information technology products in library settings. Term project report should document the whole process of content production from digitization to its dissemination and brief evaluation of the project.

Textbook:

- Parsons, J. J., & Oja, D. (2007). *Computer Concepts Illustrated Complete* (6th. ed.). Boston: Thomson Course Technology. ISBN: 1418860387.

Grading:

Grades will be calculated as follows:

- Participation: 15%
- Assignments: 55%
- Quizzes: 20%
- Readings & Discussions: 10%

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 7500 Course Calendar posted on the course home page on WebCT Vista.
- There is 1-day grace period for each graded activity after its original due date.
- Missing a deadline for any graded activity may result in a reduction in your grade (i.e., 5% deduction from the original mark for each day after 1-day grace period) unless you can arrange a mutually acceptable alternative with the instructor.

Course Requirements:**Participation (15%)**

- The course is designed for online delivery.
- Students should participate in online meetings to discuss and share their opinions of the week's topics, assignments, and readings.
- Date and time information for online meetings will be made available on WebCT.
- All questions regarding content, assignments, quizzes, and readings should be posted to class discussion board on WebCT.
- Students are expected to answer such questions posted by their classmates and it will count towards their grade.

Assignments (55%) & Quizzes (20%)

- Students will complete weekly assignments that provide an opportunity to demonstrate familiarity with the course content.
- Collaboration on homework assignments is encouraged. You may consult outside reference materials, other students, or the instructor. However, all of your answers should reflect your understanding of the subject matter at the time of writing.
- Assignments will provide students with conceptual understanding of automated library systems.
- Self-test quizzes are designed to help students measure their understanding of the course content.

Readings & Discussions (10%)

There are also required, supplemental readings to cover broad areas of networks and the internet, data security, database design and management, and digital libraries. These readings

are made available to the student through the web as pdf files or hyperlinks to original material. It is expected that each student will have the ability to download and open up both pdf files and Word (doc) files. Readings will be made available to students as pdf files or links to original material through WebCT.

Students should post their views about each article at the designated area on the message board for discussion.

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. As mentioned above, it is expected that each student will be capable of dealing with pdf files and Word documents (doc files).

Course communications will use . . .

1. WebCT Vista email system and discussion board are official means of communication in this class. In addition, VSU email system may be used alternatively in case WebCT Vista fails.
2. A WebCT Vista website, used by the instructor to make links available for each unit of the topical units

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> .

VSU Policies:

Please become aware of and be guided by these VSU policies.

- Access Office for Students with Disabilities: <http://www.valdosta.edu/access/>
- Academic Dishonesty, p. 269 of Graduate Catalog, 2008/09: <http://www.valdosta.edu/catalog/0809/grad/documents/grad266-296.pdf>
- Student Code of Conduct, p. 56: <http://www.valdosta.edu/studentaffairs/StudentHandbook.shtml>
- Equal Opportunity Statement: <http://www.valdosta.edu/eopma/aboutus/eos.shtml>
- Sexual Harassment: <http://www.valdosta.edu/legal/shp.shtml>

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.