MASTER OF LIBRARY AND INFORMATION STUDIES PROGRAM
Valdosta State University

Government Information Sources

MLIS 7120

Site Map

SPRING 2003 SYLLABUS

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Course Purpose

Contact

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Office Hours and Class Meetings

This is a Web-based class.

What does that mean? We will NOT meet in a classroom. There will be no F2F (face to face) lectures, no DE-TV lectures. Instruction will be conducted via these pages and through e-mail.

There are those of us who believe that the Web-based class is here to stay. There are both positive and negative elements to this mode of instruction. On the plus side, students need not come to campus for class meetings and, for the most part, they can choose their learning time.

This class follows the university calendar. Assignments are due when they are due. The course is quasi self paced. By that I mean, there are weekly assignments. You are expected to complete those assignments during the scheduled week, when during the week you choose to do them is up to you.

It is my opinion that process and informational instruction can be conducted effectively using Web-based instruction. Skills based instruction is more problematic. For that reason, when we turn to the use of various electronic search and retrieval tools like GILS, LEXIS, and Dialog, we will use streaming video for demo purposes. I have set aside a three week block of time for familiarization with these services.

Policy

The following are official statements of University policy taken from a memorandum dated August 2000. Please feel free to discuss these with me at any time. If any of these policies apply to you, please do not hestitate to bring your concerns or requirements to my attention. We will adhere to both the spirit and the letter of these policies.

Sexual Harassment Policy/Sexual Assault Policy
Racial and Ethnic Harassement Policy
Discrimination Policy - Other than Racial/Ethnic or Sexual
Religious Holidays
Reasonable Accomodation
Academic Misconduct

Text Books

Two texts are assigned for this course

Joe Morehead, **Introduction to United States Government Information Sources**, 6th. ed. Libraries Unlimited, 1999

and

Peter Hernon, John Shuler, and Robert Dugan, **US Government on the Web**, Libraries Unlimited, 2 ed 2001. Information and a guide for this book can be found at http://www.suffolk.edu/sawlib/govwebbook/toc.html

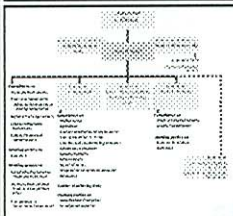
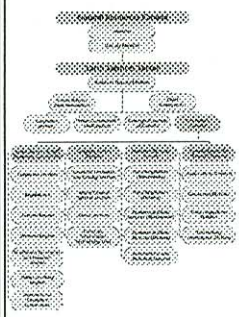
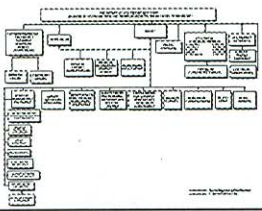
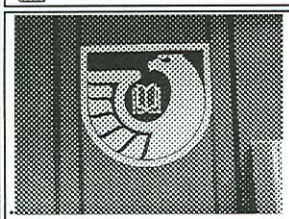
These books are available at online booksellers like Amazon, Barnes and Noble, and Borders.

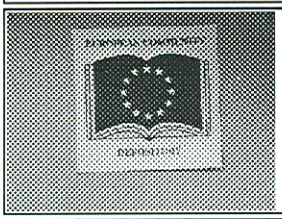
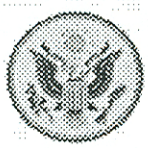
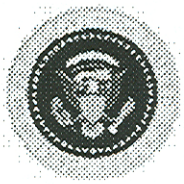
You will note that these books address United States government information sources. They do a fine job of what they do. What they don't do is address state and local government or non-US governments.

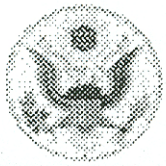
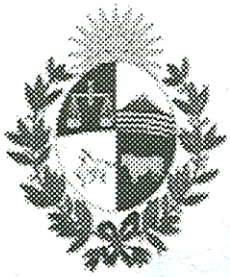
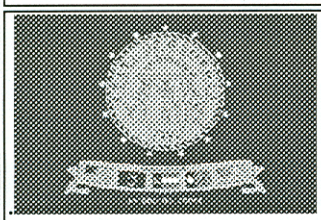
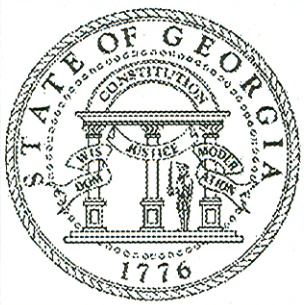
You may find the course lectures a little light in the last three weeks of the course. It is, in fact, not light. We will lean heavily on the texts. For me to in effect copy what the texts do so well is at best redundent and most likely represents a waste of time for us all.

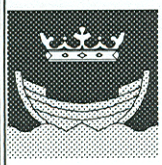
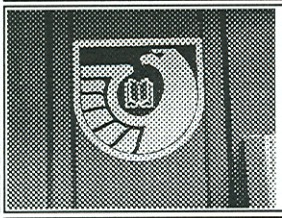
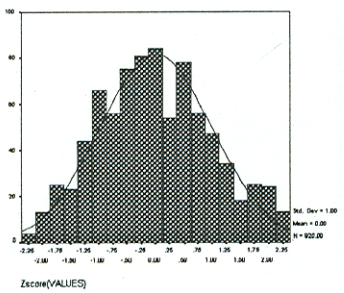
One final note on these books. As with all things, these books out date rapidly. These books may out date more rapidly than some. Web links to change, although government links are stable as links go. New resources are created. Old ones are modified or disappear. The model persists however. Governments are moving more and more to electronic media, our courses and texts need necessarily to keep pace.

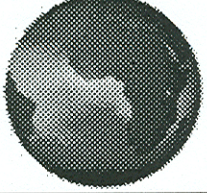
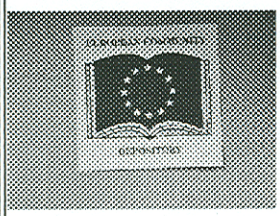
Week 1		Procedural Documents - Statistical Documents - **Reading:** Hernon, Shuler & Dugan, Ch 1 Morehead, Ch 1, 2
Week 2 Week 2 Week 2 Week 2 Week 2		Field Trip to a Depository Library Students are required to tour a government documents depository. No library is specified. Make an appointment with the depository librarian at the library you have selected to visit. Inform him/her of your reasons for visiting. Prepare a brief report of your visit and submit it by the end of week 3. VSU Website From print to digital The GPO **Catalog of US Government Documents**: http://www.access.gpo.gov/su_docs/locators/cgp/index.html Key Resources for US are: Government Documents Collection at VSU -- http://books.valdosta.edu/gov/gov.html University of Georgia -- http://www.libs.uga.edu/govdocs/collections/index.html **Readings:** Hernon, Shuler & Dugan, Ch 4, 5, 6, 7 Morehead, Ch 3
Week 3 Week 3 Week 3 Week 3		**A. Document Classification** ***SuDoc Classification*** ***UN Document Classification*** ***ECDocument Classification*** ***Depository Libraries*** **B. What Do Governments Do and What Do They Look**

Week 3		**Like -- or Political Science 101** **Readings:** Hernon, Shuler & Dugan, Ch 2 Morehead, pp. 35-41, Ch 5-8
Week 4 Week 4 Week 4 Week 4 Week 4	  	***A.*** What Do Governments Do and What Do They Look Like -- ***or Political Science 101 #2*** **Terms and Concepts** **Readings:** Hernon, Shuler & Dugan, Ch 4, 5, 6, 7 - and continued to the following week Morehead, Ch 5-8 (same as last week)
.		**SEARCH TOOLS**
Week 5 Week 5 Week 5 Week 5 Week 5	**GILS** **DIALOG** **LEXIS-NEXIS** **Web Engines** **Z39.50** **FindLaw**	**A. "Traditional" Finding Tools** Discuss lessons learned from the library tour. How do depository libraries manage their collections? **B. Electronic Finding Tools** GILS **Reading:** Hernon, Shuler & Dugan, Ch 3, 14 Morehead, Ch 4.

Week 5		An Office of Electric Government, see: http://www.fcw.com/fcw/articles/2000/0918/web-bank-09-22-00.asp
Week 6 Week 6 Week 6 Week 6	**GILS** **DIALOG** **LEXIS-NEXIS** **Web Engines** **Z39.50** **FindLaw**	**Electronic Finding Tools** *R*eading: Hernon, Shuler & Dugan, Ch 3, 14 Morehead, Ch 4.
Week 7 Week 7 Week 7 Week 7 Week 7	**GILS** **DIALOG** **LEXIS-NEXIS** **Web Engines** **Z39.50** **FindLaw**	**Electronic Finding Tools** **Reading:** Hernon, Shuler & Dugan, Ch 3, 14 Morehead, Ch 4.
.		**Government Documents By Organization**
Week 8 Week 8 Week 8 Week 8	  	**The United States federal government** The US federal government is a very complex series of institutions. Simply put, it consists of the executive (President, Cabinet, Departments, etc.), the legislative branch (Congress: House of Representatives and the Senate), and the Judiciary (Supreme Court, Courts of Appeals, District Courts, etc.). Each of these has a multitude of document sources, document purposes, document nomenclature, etc. Readings Morehead, Ch 11

		
Week 9 Week 9 Week 9 Week 9 Week 9 Week 9	  	**National Governments (other than the United States), including Tribal and Indigenous Peoples Governments** Just when you thought it was getting easy -- there are some 200 plus countries -- sovereign nations-- each with its own system, document stream, structures, printing, publishing, and cataloging schemes. If it were ever true that government documents librarians were not required to be aware of and pay attention to these documents, those days are over. Note for example that many US federal depository libraries are also depository libraries for the UN, the EC, state governments, and other entities. National government -Link NativeAmerican-Link
Week 10 Week 10 Week 10 Week 10	 	**State and Local Documents** Stategov-Link **Readings** University of Oklahoma Student Association Student Congress at http://www.ou.edu/uosa-congress/ Tulsa City Council at http://www.tulsacouncil.org/
Week 11		**Comparative and International Documents** **International and Regional Government Documents**

Week 11 Week 11 Week 11 Week 11	 	IGO-Link **Regional and Local Governments (Non-US)** Gov-Link **Non Governmental Organizations** NGO-Link
.		**Government Documents By Function**
Week 12 Week 12 Week 12	 	**Statistical Sources** Nearly all governments and IGOs publish a statistical yearbook. All are available in paper and many are now on-line (or summaries are): see for example Japan, Greenland, or Finland. The Yearbooks are abbreviated statistics. Almost every agency of every government produces statistical reports of one kind or another. We explore these at some length. **Readings:** Hernon, Shuler & Dugan, Ch 12, 13 Morehead, Ch 10
Week 13 Week 13 Week 13	**NTIS** 	**The Technical Literature** NTIS, National Labs, OSTI, etc. NTIS Search **Readings:** Hernon, Shuler & Dugan, Ch 8. Morehead, Ch 9
Week 14		**Geographic Literature** CIA World Factbook

Week 14 Week 14		**<u>Geographic Pages</u>** **Readings:** Hernon, Shuler & Dugan, Ch 11 Morehead, Ch 12.
Week 15		**Intellectual Property** **<u>Issues</u>** Patents Trademarks Copyright **Readings:** Morehead, Ch 10 Hernon, Shuler & Dugan, Ch 12