

VALDOSTA STATE UNIVERSITY  
MASTER OF LIBRARY & INFORMATION SCIENCE  
MLIS 7150 Social Sciences Information Sources  
Syllabus—Spring Semester 2007  
Three Credit Hours

**Instructor:**

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**Catalog Description**

Prerequisites: MLIS 7100 or consent of the instructor. Examination of social science information domains and information resources, including the structures and bibliographies of the disciplines in electronic and print format. Various information formats are examined, and appropriate search and retrieval methods are explored.

**Course Outcomes**

At the conclusion of the course, the students will be able to:

- Utilize a variety of print and electronic resources in the social sciences
- Assess research needs in the social sciences and describe how information professionals may meet those needs
- Utilize a working knowledge of the literature in each of the selected disciplines of the humanities
- Identify appropriate resources for social sciences collection development

**Textbooks**

Herron, Nancy. Ed. *The Social Sciences: A Cross-Disciplinary Guide to Selected Sources*. 3rd ed. Libraries Unlimited, 2002.  
ISBN: 1-56308-882-7 (paperback)

*The World Almanac and Book of Facts 2007*. World Almanac Books.  
ISBN: 978-0-88687-995-2 (paperback)

Copies of both textbooks (listed above) are owned by the Odum Library on the Valdosta State University campus and are classified as reference items. As such, they do not circulate. The circulating copy of the Herron textbook is checked out to Dr. Ondrusek for her reference. By mutual agreement between the MLIS Program and the Interlibrary Loan (ILL) office in the Odum Library, required textbooks for courses offered this semester will not be available for interlibrary loan. ILL staff in the Odum Library are not responsible for obtaining books that are required texts for any VSU student during any given semester.

## **Instructor Availability & Support**

Dr. Ondrusek checks her e-mail and telephone messages at least once daily throughout normal business hours (M-F, 9-5) when discussions are in progress and when graded assignments are pending. By institutional policy, instructors are asked to communicate with students online through VSU accounts (Vista and BlazeNet e-mail). All discussion posts and assignment submissions for this online course must be sent via WebCT/Vista.

In the case that we encounter technical problems with the WebCT software, group e-mail assignments will be routed through BlazeNet. Opening and finding the MLIS 7150 BlazeNet account is, therefore, required. Your BlazeNet login and password serve as your WebCT/Vista login and password. The BlazeNet login page is at <http://luminis.valdosta.edu/cp/home/loginf>. For instructions on using a student BlazeNet account, go to: [http://www.valdosta.edu/blazenet/email-trans/help\\_stu.html](http://www.valdosta.edu/blazenet/email-trans/help_stu.html).

## **Attendance**

This is a Web-delivered course, with no required face-to-face meetings and no required synchronous online times.

## **Graded Course Requirements**

As a student in this class, you are expected to: (1) do all reading assignments and participate in the electronic discussions thereof; (2) examine the reference materials assigned and complete the accompanying exercises; (3) submit all projects on time and according to the format designated by the instructor; and (4) schedule time for in-person visits to a library in order to fulfill the Social Sciences Source Types Examination, and, if necessary, the preparation of Projects 1 and 2.

Assignments 2, 3, and 4 are designed to be completed from your home computer, assuming that your personal computer meets the technical requirements (outlined below). If this is not the case, then it becomes your responsibility to locate a computer or computer lab equipped to retrieve and receive the online materials required to complete these assignments.

Opening Discussion (required participation, ungraded)	
Assignment #1: Social Sciences Source Types Examination	15%
Assignment #2: The World Almanac Exercises	15%
Assignment #3: Social Sciences Database Exercise	15%
Assignment #4: Social Sciences Web Quest	15%
Project #1: Specialized Social Sciences Topic Project	20%
Project #2: Self-Development Project	20%

## Grading

Your final grade will be one of these letter grades:

Exceptionally exceeds minimum standards	A
Exceeds minimum standards	B
Meets minimum standards	C
Barely meets minimum standards	D
Fails to meet minimum standards	F

On individual course requirements, the instructor may assign plus and minus grades using this numerical scale:

A = 4.0   A minus = 3.7   B plus = 3.5   B = 3.0   B minus = 2.7   C plus = 2.5   C = 2.0

## Technical Requirements

All class materials will be placed on a password-protected Web site using the Vista/WebCT course management program. If you are a new Vista user, go to the Vista help pages at <http://www.valdosta.edu/vista/>. On the right margin are “Self Help” links. View the “Getting Started” tutorial first. Then return to the Vista page and login using your BlazeNet email ID and password.

To meet all class requirements, you should also be prepared to: (1) check the Vista/WebCT course homepage several times a week, sometimes daily, if a course discussion is in progress; (2) locate additional course readings using the GALILEO databases and download or print these out (this requires the Adobe Acrobat Reader on your computer); and (3) keep electronic backup copies of each assignment and project you submit.

All assignments must be submitted using a program compatible with VSU supported products. MS Word is the preferred document format. The OpenSource project makes available a free set of programs called the OpenOffice suite which includes a word processing program compatible with MS Word. You can download the entire OpenOffice Suite from the Web site <http://www.openoffice.org/>. WordPerfect 12 allows you to save your documents as Word documents. If you are using a lower version of WordPerfect or the OpenOffice word processor, save your documents in Rich Text Format (rtf). Pasting your text into an e-mail is not an acceptable solution and will not be accepted by Dr. Ondrusek.

The university's Information Technology department provides step-by-step guides on how to use VSU's email and other sources. The IT Help Desk is at <http://www.valdosta.edu/helpdesk/guides/> and their phone hot line is 229-245-4357.

## Distance Learning Support

A VSU reference librarian, Ms. Shiloh Smith, is responsible for coordinating library services for off-campus VSU students. She may be reached by email at [shismith@valdosta.edu](mailto:shismith@valdosta.edu) or by phone at 229-245-3717. An online guide for distance education students is on the Odum Library Web site at <http://books.valdosta.edu/dist/dmain.html>. A brochure for off-campus students provides valuable links to the reference desk and to the library's rather new reference chat service.

## **Academic Dishonesty**

"Valdosta State University expects that graduate students will pursue their academic endeavors and conduct themselves in a professional and ethical manner. All work that a student presents to satisfy course requirements should represent his or her own efforts, including appropriate use and acknowledgement of external sources."

Specific regulations related to student conduct and behavior are contained in the *Student Handbook, Student Code of Ethics*. Please acquaint yourself with the full [VSU policy on academic dishonesty](http://www.valdosta.edu/academic/Academic_Dishonesty.html) at [http://www.valdosta.edu/academic/Academic\\_Dishonesty.html](http://www.valdosta.edu/academic/Academic_Dishonesty.html).

## **Special Needs Statement**

Valdosta State University is an equal opportunity educational institution. It is not the intent of our institution to discriminate against any applicant for admission or any student or employee of the institution based on the sex, race, religion, color, national origin, or the handicap of the individual. It is the intent of the institution to comply with Title VI of the Civil Rights Act of 1964 and subsequent executive orders as well as the Title IX section 504 of the Rehabilitation Act of 1973. Students requiring classroom accommodations or modifications because of a documented disability should discuss this need with the professor at the beginning of the semester. Students not registered with the Special Services Program should contact Special Services in Nevins Hall, Room 2164, 229-245-2498.

## **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.