INFO 5620/4620:
Information and Access Services in the Humanities

Minimester 2017

Welcome!

Welcome to Information and Access Services in the Humanities! This course is taught in a Web-based format through Blackboard. The course is organized around the Course Calendar (also accessible on the course homepage), which will guide you through the lectures, assignments, and activities of the course. This syllabus includes contact information for your instructors, provides the course description and learning outcomes, explains course policies and assignments, and delineates the grading procedures. All of the information you need to succeed in the course is contained in the Course Calendar and in this syllabus.

The Teaching Team

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You may contact your instructors any time via Blackboard email, which is accessible in the sidebar of the course. The faculty is available for phone or chat conferences by appointment. **Please only use Blackboard email to contact us unless Blackboard goes down or if there is an emergency.**

Introduction

This course will introduce you to the field of information access and services in the humanities. The humanities incorporates the areas of art, music, philosophy, religion, language, and literature, and you will be introduced to these disciplines and the wealth of information resources available in each of these. The literature of each one of the disciplines has unique characteristics that you will explore in the course. As you progress, we hope that you will experience the full meaning of the humanities.

We have prepared a comprehensive and challenging course for you, and please be aware that you will need to devote quite a bit of time to completing your assignments. We have great expectations for your work in the course, as it should be of high quality and submitted in a timely manner.

We want to encourage you to get to know your fellow classmates as this will create a sense of community in the course. Networking is an important part of our profession, and this class will give you an opportunity to network with future information professionals.

We look forward to working with you this semester!

Course Description

Information resources, methods, needs and services in the humanities. Comparative study of individual fields. Communication patterns and bibliographic organization. Role of professional organizations and government. Representative problems and practice.

Learning Outcomes

By the end of the course, students will be able to:

1. Describe a specific set of disciplines which we call the humanities.
2. Explain the process of **how to learn about the literature** of the humanities.
3. Characterize the information-seeking behavior of humanists.
4. Identify the types of information services provided to a variety of clients in the humanities.
5. Evaluate and use major information resources in the humanities including new technology.
6. Identify trends in the humanities.

Course Outline

The course is organized into three components:

1. Background and Basics of the Humanities
2. Background of the Subject Areas
3. Major Information Resources in the Subject Areas

Background and Basics of the Humanities covers the following:

- Introduction to the Course
- Historical Overview of the Humanities
- The Meaning of the Humanities Today
- Subject Literatures
- Bibliographic Organization in the Field
- Key Humanities Databases
- Selection and Evaluation of Resources
- Scholarship and Research in the Humanities
- Information Services in the Humanities
- Professional Organizations

- The Government and the Humanities
- Humanities in the Digital Age

Background of the Subject Areas provides an introduction to each of the humanities subject areas covered in the course, including philosophy, religion, art, music, literature, and language. For each of the subject areas, we will explore the following:

- Definition
- Major Divisions in the Area
- Brief Historical Survey
- Major Classification Schemes
- Subject Headings
- Forms of Literature
- Current Areas of Research and Scholarship
- Major Societies
- Special Collections and Information Centers
- Major Publishers

Major Information Resources in the Subject Areas present the practical application tools necessary to be able to access and retrieve information efficiently and effectively in each of the subject areas. The type of resources covered include:

- General Works
- Guides
- Bibliographies & Catalogs
- Indexes & Abstracts
- Dictionaries
- Encyclopedias
- Almanacs & Yearbooks
- Serials (e.g. journals)
- Handbooks & Manuals
- Biographical Sources
- Geographical Sources
- Government Publications
- Statistical Sources
- Audio & Video Sources
- Electronic/Digital Resources (including apps)
- Others, as appropriate to specific subject areas

Course Assignments

- Reading Reactions
- Information Hunt: Electronic Resources
- Evaluation of Humanities Web Sites
- Final Project

Reading Reactions (10%)

Purpose	To provide the students with an introduction and background for information services in the humanities.
Description	The readings for the course are composed of textbook chapters and articles. The readings are divided into two sets: **required** and **additional**. The readings are accessible through the **Course Homepage**.
Instructions	Each student will read **all** of the required readings and select **two** readings from the additional readings. You will write a **500-700 word critical reaction** to the readings. Include the required and additional readings in your reaction. Do not summarize the readings. Your reaction should highlight key points in the readings, and your personal thoughts on the readings.
Submission	**Your reaction should be formatted as follows:** - In the top right hand corner, provide your name, course number and section, and the date. - At the beginning of your reaction, give full bibliographic citations of your <u>selected additional readings</u>. (You do not need to give the citations of the required readings.) *Example of a full bibliographic citation*: Haslam, T. J. (2017). Wikipedia and the humanities in higher education: Past time to renegotiate the relationship. *International Journal of Information and Education Technology, 7*(4), 246. - You *must* use the Blackboard Assignment dropbox. Do not submit the assignments using Blackboard e-mail. - **To use the Assignment dropbox:** Use Microsoft Word to create your file, and save your file with a .doc or .rtf extension. Your filename

should **not** contain any spaces, and name it following the format: **Yourlastname_Reaction.doc (i.e. Cleveland_Reaction.doc)**

- Go to the Assignment Dropboxes in the left-hand side menu to access the "**Reading Reactions**" to "drop" your assignment file.

Information Hunt: Electronic Resources (20%)

Purpose	To familiarize the student with a broad range of humanities information resources, and to assess the students' ability to use electronic information resources.
Description	When completing the assignment, you should take time to learn the sources you are using to answer the questions. The questions are representative of the types of information requests in the humanities.
Instructions	To access the assignment, go to the "Information Hunts and Evaluation of Web Sites" icon on the course homepage. Information Hunt answers should include the source where you found the information and the answer. For **electronic sources**, follow the directions given in the Assessment page for each of the information hunts. Answer the question and include the citation information (such as the URL of the page on which you found the answer). **Note:** See example below.
Submission	Once you answer all of the questions in the Information Hunt, press the submit button. **Be sure to save your answers to each of the Information Hunt questions as you work through them.**
Example	Question: I'm taking a class in philosophy, and my professor talks about logical paradoxes. What is a logical paradox? Your response should be: **Source**: The Internet Encyclopedia of Philosophy - http://www.iep.utm.edu/par-log/

Evaluation of Humanities Web Sites Assignment (20%)

Purpose	To give the students experience in evaluating humanities Web sites.
Description	For this assignment, you will be evaluating major Web sites related to the humanities.
Instructions	To access the Evaluation of Humanities Web Sites Assignment, go to the "Information Hunts and Evaluation of Web Sites" icon on the course homepage for the corresponding assignment. You will evaluate assigned Web sites based on authority, scope, arrangement, currency, and special features.
Submission	You will submit your evaluations of the Web sites using the **Assessment** feature of Blackboard. Once you answer all of the questions in the Evaluation, press the submit button. **Be sure to save your answers to each of the Evaluation questions as you work through them.**

Final Project (50%)

Purpose	To introduce the students to the background and literature of a subject area in the humanities. In order to deliver information service, you must have an understanding and familiarity with the disciplines and the types of information resources characteristic of each subject area in the humanities.
Description	The final project consists of developing a written report on the background and information resources on an assigned subject area. **The class will be divided into groups for this project.**
Instructions	The final project will be developed in **two** parts, the Background of the Subject Literature and Representative Information Resources in a Subject

Area. You will prepare a written report covering both parts of the final project. Compile a bibliography of sources consulted for the report.

Instructions for Written Report

Part I: Background of the Subject Literature

The first part of your written report covers the background of an assigned subject area.

Important Guidelines for Getting Started:

- Choose a group leader if there is more than one person in your group to organize the group's activities and to communicate with the Teaching Team.
- Identify guide(s) in your subject area (see the Working Bibliography) to help you learn more about your subject area.
- Narrow down your subject area, such as Literature: 19th Century British Literature, Art: Cubism, Music: Jazz, Religion: Taoism, Language: Linguistics, or Philosophy: Epistemology.

The written report should include the following:

- The definition(s) for the broad subject area (e.g. philosophy) and the narrow subject area selected (e.g. epistemology).
  Hint: Consult both general and subject specific dictionaries and encyclopedias.
- A description of the major fields (divisions) of the broad subject area (e.g. philosophy).
  Hint: Check general sources dealing with your discipline and/or go to encyclopedias.
- A description of how the Library of Congress and Dewey Classification deal with the broad subject area (e.g. philosophy).
  Hint: Consult the textbook.
- A description of the formats of the literature in the broad subject area (e.g. music - music scores; art - sales catalogs; religion-commentaries).
  Hint: Think of the different forms – basically, describe how the sources look.
- A description of **all** the potential clientele you will be serving in the broad subject area (e.g. religion - seminary students; art - museum curators; music - composers)
  Hint: Identify who might want to use your collection of sources. Think broadly!

To gather the information required above, consult the following resources:

- Working Bibliography - a document that we have prepared for you
- Textbooks - the one for this class and others related to your assigned area
- General Reference Resources (either print or electronic) - including, but not limited to, dictionaries, encyclopedias, or guides

Part II: Representative Information Resources in a Subject Area

The second part of your written report covers the representative information resources in the broad and narrowed subject areas.

For this part of the report, compile an annotated bibliography with a **minimum** of ten (10) print sources and fifteen (15) Internet sources, which includes representatives of the following types of resources:

- General Works
- Guides
- Bibliographies & Catalogs
- Indexes & Abstracts
- Dictionaries
- Encyclopedias Almanacs & Yearbooks
- Serials (e.g. journals)
- Handbooks & Manuals
- Biographical Sources
- Geographical Sources
- Government Publications
- Statistical Sources
- Audio & Video Sources
- Electronic/Digital Resources (including apps)
- Others, as appropriate to specific subject areas
  (**Note: Be sure to identify the types of sources that are specific to your discipline**)

For each source, provide the following information:

- Give a brief description of the content of the source
- Create (one) typical question that could be answered using the source and provide the answer to the question, noting the location of the answer by giving the page number or URL.

	To compile the annotated bibliography, consult the following resources: • Working Bibliography - a document that we have prepared for you; pay close attention to the guides in your area • Guides - both general reference guides and specific subject guides • Selection Tools - including reviews in *Choice* and *Library Journal* or online reviews
Submission	Submit the Narrowed Final Project Topic and Name of Group Leader to the **"Final Project Topic and Group Leader"** dropbox in the Assignment Dropboxes linked in the left-hand side menu. Submit the written report to the **"Final Projects"** dropbox in the Assignment Dropboxes linked in the left-hand side menu **AND** the Final Projects Discussions topic in Blackboard.

Grading Information

Reading Reactions	10%
Information Hunt: Electronic Resources	20%
Evaluation of Web Sites	20%
Final Project	50%
TOTAL	100%

To view all of your grades for the course: Click on My Grades in the course sidebar on the left. When you click on this, a page containing all of your grades for the course will appear.

Required Textbook
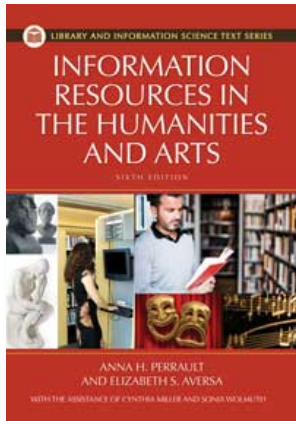
Perrault, A. & Aversa, E, eds. (2012). *Information resources in the humanities and the arts*. 6th ed. Santa Clara, CA: Libraries Unlimited.
(ISBN#978-1-59884-833-5)

Technology Requirements

To effectively navigate through the course, you will need to be aware of several technology requirements:

- You need a reliable Internet connection.
- You need a browser that interfaces well with Blackboard, such as Microsoft Internet Explorer or Firefox.
- It is important to read and understand the Technology Hardware and Software Requirements outlined by LIS at: http://informationscience.unt.edu/technology-requirements. Be sure to note that Microsoft Office is the standard software for this course as well as LIS.

Course Policies

Attendance

Students are expected to fulfill their online responsibilities, unless otherwise arranged with the course faculty. Not meeting this requirement can impact your final grade.

Communication

Your e-mails will be read as soon as possible, but please **DO NOT EXPECT** immediate answers. We make every effort to answer your e-mails within 48 hours.

When you submit your homework, DO NOT ask for confirmation. We will contact you if we have NOT received your homework by the deadline. You will receive confirmation from the dropbox that your assignment has been submitted. **KEEP COPIES OF EVERYTHING YOU SUBMIT**.

The Blackboard discussions area is a public domain that will be seen by all students. If you have questions or concerns that you do not want made public, please direct them to the course faculty in Blackboard e-mail.

Please be sure to include your name on all documents that are sent as attachments. When attachments are printed, they become separate from the e-mail that you originally sent. Including your name on all attachments will help insure that your assignments are received and that you are given credit for them. **PUT YOUR NAME ON EVERYTHING YOU SUBMIT. Your name and section number should be included in the top right hand corner of the document.**

Late Assignments

Students are expected to submit all of their assignments on time unless other arrangements have been made with the faculty prior to the due date of the assignment(s). **Late work will not be accepted unless approved by the faculty**.

Tracking

Blackboard enables the faculty to track information on the number of Web sites visited, number of postings created, and time of last posting. This information can be used in your grade.

Downloading

Paper copies of lecture materials and slides may be downloaded and printed.

University Policies

The Department fully subscribes to the University's codes, policies, and procedures involving academic misconduct, grievances, sexual and ethnic harassment, and discrimination based upon physical handicap. You should acquaint yourself with both your responsibilities and your protections.

Academic Misconduct

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty.

Students are encouraged to review the UNT Student Academic Integrity Policy (https://policy.unt.edu/policy/06-003), which provides definitions of "cheating" and "plagiarism."

Note: In this course, cheating and/or plagiarism will not be tolerated.

Acceptable Classroom 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 Center for Student Rights and Responsibilities 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 http://www.unt.edu/csrr/student_conduct/index.html

Statement on ADA Compliance Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at http://disability.unt.edu. You may also contact them by phone at (940) 565-4323.