TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Information Management

INFO 520: INFORMATION AND SOCIETY

Trimester One 2010

COURSE OUTLINE

Contact Details

Course Coordinator:	**Name**	Dr Dan Dorner
	Room	EA 213, Easterfield Building
	Tel	+64 4 463-5781
	Email	dan.dorner@vuw.ac.nz
Programme Administrator:	**Name**	Chris King
	Room	121 Easterfield Bldg, Kelburn Pde, Wellington
	Tel	463 5309
	Email:	chris.king@vuw.ac.nz

Class times

INFO 520 will be held in the first trimester (1 March-6 June) of the 2010 academic year. There will be no classes during the mid-term break (April 5-18).

- **Internal students**
  There will be a seminar on Mondays (from 1.10-3.00 p.m.) in the Murphy Lecture Theatre, MYLT 102.
- **Open learning students**
  The weekly conference sessions will be held on Mondays from 6.45-8.15 p.m.
- **Open learning students (within Auckland)**
  Sessions for Auckland students will be delivered by a mixture of audioconferencing (Wednesdays from 5.00-6.30 p.m.) and face-to-face teaching. Auckland students should refer to the separate 'Auckland mode' timetable for details.

Week	Dates	Topic
1	1-5 March	The Information Society
2	8-12 March	Information and knowledge, and the professions that manage them
3	15-19 March	Serving the community at large: Public and school libraries
4	22-16 March	Serving the scholarly and research communities: Academic and research libraries
5	29 March-2 April	Serving the government, corporate and not-for-profit sectors: Special libraries, knowledge management, records management, and archives
		Mid-trimester break
6	19-23 April	Economics of information
7	26-30 April	Information policy
8	3-7 May	Freedom of information
9	10-14 May	Protection of personal privacy
10	17-21 May	Intellectual property
11	24-28 May	Censorship
12	31 May-4 June	Information management and professionalism; Researchable aspects of information management

Course description

INFO 520, Information and Society, deals with theories used to delineate the relationships between data, information, and knowledge, theories of communication, the role of libraries, archives and records management operations as stores of printed material, and their emerging roles in the electronic era. The course continues with a consideration of the ways in which various groups in society are dealing with information, including the economics of information, the development of national and international plans and policies, and legal issues concerned with copyright and intellectual property rights. The course also considers wider public policy issues

related to censorship, intellectual freedom, access to government information, and personal privacy. It concludes with a consideration of issues of professionalism, and the future role of librarians and information specialists in a rapidly changing environment.

Remember that this course deals with concepts and ideas. Some of these are drawn from the social sciences, philosophy, history and philosophy of science, economics, law, and many other areas that may be new to you. Do not be concerned if some of the ideas, theories, and concepts are difficult to understand. Some of the issues are indeed extremely complex and may represent idiosyncratic points of view that, although they are of interest to some of us, may not always commend themselves to our particular orientation and way of thinking. You should aim for a relatively deep understanding of some of the ideas and issues -- particularly those that greatly interest you – or are relevant to your area of specialisation -- rather than a superficial overview of all the issues that are introduced in the weekly modules, the assignment readings, the focus questions, and class discussions.

In assessing your written work, we shall look particularly for your understanding of the relevant issues and concepts that you would like to raise, rather than for a superficial breadth of knowledge. If there are concepts, issues, and theories that you do not understand (or indeed, ones with which you do not agree), then say so, and give your reasons.

If you plan to complete a Master's level qualification, the issues discussed in this course also provide rich territory for possible topics for your INFO 528 assignments and your INFO 580 research project. It is always worth noting down references to books or journal articles about political, social, or economic issues relevant to specific aspects of information management that you find particularly interesting -- because they may contain the seeds for research topics that you may want to use in future courses.

Each week during the second half of the course I want you to identify researchable problems or phenomena related to key issues in the readings and discussions, so that we can spend a few minutes in each class talking about possible topics for your INFO 580 projects.

Learning objectives

By the end of the INFO 520 course, students should be able to:

1.   Identify and critically assess the key social, economic, political, and ethical issues and trends that impact upon information in modern society, with special reference to New Zealand and its people.

2.   Discuss the roles played by different types of libraries, archives, and records centres in the provision of access to information to specific client groups.

3.   Critically evaluate government policy in New Zealand on issues related to the individual's rights with respect to access to government information, to personal privacy, to intellectual property, and to intellectual freedom.

4.   Assess the evidence that supports the claim that librarianship, archives management, and records management are professions.

5.   Explain the importance of research to the information professions, and demonstrate critical thinking about researchable aspects of information related issues that are important to information professionals and to society as a whole.

Assessment

This course will be internally assessed. **Full details, including explanatory notes and criteria, are available under "Assessments" on Blackboard**.

Assignment	Date due	Value	Length
1. Essay (including topic selection and topic discussion board contributions)	See Blackboard; essay due 11:59 pm on 29 April 2010	45%	2200 words max.
2. Report (including scenario selection and blog participation)	See Blackboard; report due 11:59 pm on 10 June 2010	45%	2200 words max.
3. Individual Participation	See Blackboard	10%	See Blackboard

Late assignments

Assignments submitted or postmarked after they are due will have a 10% penalty imposed. Assignments submitted more than one week late without an extension will be given a zero grade. **All requests for extensions must be made in writing or via email before the due date, and must state a reason for the extension**.

Word count

All work submitted MUST contain a word count, easily available from your word-processing program. The word count should appear under your name. (Note: your name should appear only on the last page of the assignment.)

Presentation

Details of assignment policies, including information regarding presentation and plagiarism, will be found in the Information Studies pages under 'My Organizations' on Blackboard..

Plagiarism

You should read and take heed of the statement on collaboration and plagiarism on the University website and also in the Administration Handbook; you must acknowledge all sources you use. You are expected to present information in your own words, based on your understanding of the background material you read. Any assignment which is extensively plagiarised will receive an automatic fail grade.

Note: Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine http://www.turnitin.com. Turnitin is an on-line plagiarism prevention tool which compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

Submission

Remember to keep a copy of each assignment you send us, just in case the original goes astray. Assignments should be submitted electronically via the links under "Assessment" in Blackboard.

Time commitment

To achieve satisfactory grades, you should expect to spend around twelve hours per week on INFO 520 (including time spent in the weekly session). Up to two hours per week will be spent in the weekly session. The balance of your time should be spent reading the material in the CD-ROM, on Blackboard and on the Internet, and doing your preparation work for the weekly session and assignments.

Mandatory course requirements

To fulfil the mandatory course requirements for this course, you must:

- attend a minimum of 75% of the scheduled class sessions, and participate in class discussions;
- complete all of the assignments in the required timeframe.

Withdrawal from courses:

Withdrawal dates: Late withdrawals with Associate Dean (Students) permission (**See Section 8: Withdrawals - from the Personal Courses of Study Statute**)
http://policy.vuw.ac.nz/Amphora!~~policy.vuw.ac.nz~POLICY~000000001743.pdf

Withdrawal dates: Refunds:
http://www.victoria.ac.nz/home/admisenrol/payments/withdrawlsrefunds.aspx

Class representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Course resources

The course material includes a CD-ROM containing readings and course notes associated with each of the modules; this material is augmented by the Blackboard website for INFO 520 (See Online Information below).

Learning outcomes are specified for each study module. Students should note that some modules include exercises and discussion points; it is important that you complete or prepare these before the weekly session. As the sessions are meant to be interactive, you should be prepared to answer questions, contribute comments, and ask for clarification of issues pertaining to the material under discussion. In some sessions you may be asked to talk about a specific topic, or to share your experience in exploring the resources we are discussing with the rest of your seminar group. You should always be prepared for this.

Using or quoting course notes

The course notes used in the Information Studies Programmes have been developed over a period of time. As a result, each set of modules is likely to include new material contributed by the coordinator and staff involved in the current offering of the course, as well as material contributed by staff involved in earlier offerings. Every effort has been made by our academic and editorial staff to ensure that all material is correctly attributed and complies with the University's copyright license obligations. If quoting or referring to material written specifically for this course, you should treat it as being contributed anonymously rather than being attributable to the person delivering the particular module in which it appears, unless the authorship is clearly indicated.

Online information

You can access the School's Blackboard online learning environment at:

http://blackboard.vuw.ac.nz/

The Blackboard pages will contain a Web-based forum for discussion of issues related to the course, links to sites of interest, additional readings and information, updates, etc. You should read the appropriate module pages and course notes in conjunction with the material on your CD-ROM. If you have any difficulties logging on please contact the Help Desk, at:

its-service@vuw.ac.nz

All students will also be automatically enrolled in the Information Studies community under 'My Organizations' on Blackboard. General announcements and information will be posted here, and students should check this site regularly.

Internet conferencing

Distance sessions are conducted via the Internet; in order to participate students will need an Internet-connected PC running Windows Vista, XP or Windows 2000, microphone, and headphones/speakers. To connect, go to the Internet conferencing page (and read the "Getting Started" information) at

https://conferencing.sim.vuw.ac.nz/

There is also an 'Internet Conferencing' button linking to this page in Blackboard.

Some days before your first session, and at least 15 minutes before each subsequent session, you should test your system by going to the Echo Room. Regular classes will be held in the IST Room; additional Discussion Rooms are available for breakout groups, and as a "waiting room" if a class is proceeding in the main IST room. Study groups can use the discussion rooms out of regular class times. For further information, follow the help links on the Internet Conferencing page; further details, including screen name conventions, are also available on the Information Studies pages under 'My Organizations' on Blackboard.

For problems with the Internet Conferencing site itself, first check the online help information. If your problem is not resolved please contact our in-house IT Support, which is available only during the evening Internet Conferencing sessions:

- Freephone: 0800 116 299 (5-8 p.m. only) -- office phone forwarded directly to distance education support analyst during evenings
- Email: simconferencing@vuw.ac.nz

If for some reason a session does not run, check on Blackboard for an announcement of any alternative arrangements that the lecturer is making. Recordings of all distance sessions are also available for downloading from Blackboard.

Students email list

Staff of the Information Studies Programmes use the ist-students email discussion list to make important announcements, and to share news and ideas relating to the programmes. It is very important that you are subscribed to this list. Please make sure that a current email address which you check regularly is subscribed. We suggest that you remain a member of this list until after you graduate, because the list is used as the main channel to communicate important administration messages (including those about arrangements for graduation).

Emails are sent to ist-students regularly, so if you have not received any list messages for a few weeks it is a good idea to make sure you are still subscribed. If a list message is rejected by your email account you will automatically be unsubscribed from the list. To subscribe, unsubscribe, and change your email address or options:

> http://lists.vuw.ac.nz/mailman/listinfo/ist-students

General University information

For the following important information follow the links provided:

Academic Integrity and Plagiarism
http://www.victoria.ac.nz/home/study/plagiarism.aspx

General University Policies and Statutes
http://www.victoria.ac.nz/home/about/policy

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support
http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx

Faculty of Commerce and Administration Offices
http://www.victoria.ac.nz/fca/studenthelp/

Manaaki Pihipihinga Programme
http://www.victoria.ac.nz/st_services/mentoring/