TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Information Management

INFO520 INFORMATION AND SOCIETY

Trimester One 2011

COURSE OUTLINE

Names and Contact Details
Course Coordinator: Dr Dan Dorner
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Senior Tutor (Auckland and upper North Island students): Claire Scott
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Programme Administrator: Chris King
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Phoning from outside Wellington: phone 0800 116 299 and ask to be connected to the appropriate staff member.

Trimester Dates

    From Monday 28 February to Friday 1 July (last classes 30 May and 1 June).

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before 11 March 2011.

2. The standard last date for withdrawal from this course is 14 May 2011. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late'* including supporting documentation

The application form is available from either of the Faculty's Student Customer Service Desks, or by emailing the IST programmes administrator.

Class Times and Room Numbers

- **Internal students**
  The weekly seminars will be held on Monday (from 10.30-12.20 p.m.) in the Railway Building, RWW 315.
- **Distance students**
  The weekly Internet conference sessions will be held on Monday from 5.00-6.30 p.m.
- **Distance students (within Auckland)**
  Sessions for Auckland students will be delivered by a mixture of audioconferencing (**Weeks, 3, 4, 5, 6, 7, 10, 11, 12: Wednesday, 6.45-8.15 p.m.**) and face-to-face teaching: **Saturday, 12 March, 10.30 a.m.-2.00 p.m. (covers Modules 1 & 2); Saturday, 14 May, 10.30 a.m.-2.00 p.m. (covers Modules 8 & 9)**.

Course Content

Students will learn to evaluate the importance to information management of the changing relationship between information creation, communication, and technology. The topic will be examined from different aspects: information storage transmission and retrieval in society; the social organisation of information; the ethical and professional aspects of information.

Schedule

Week	Topic
1	The Information Society
2	Information and knowledge, and the professions that manage them
3	Serving the community at large: Public and school libraries
4	Serving the scholarly and research communities: Academic and research libraries
5	Serving the government, corporate and not-for-profit sectors: Special libraries, knowledge management, records management, and archives
6	Economics of information
7	Information policy
Mid-term break	
8	Freedom of information
9	Protection of personal privacy
10	Intellectual property
11	Censorship
12	Information Management and Professionalism; Researchable Aspects of Information Studies

Course 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, and knowledge 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.

Course Delivery

Weekly seminars, and Tutorials
> See "Class times and room numbers", above

Course materials
> A study guide, readings and other materials will be made available through Blackboard and the course CD-ROM.

Online discussion
> We will use the Blackboard online discussion board to discuss matters relating to the course.

IST programmes information
> Information relating to the Information Studies Programmes will be found in the Blackboard Community *Information Studies*, and through the IST-students email list.

Expected Workload

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. The weekly sessions will be in a seminar format, in which you will be expected to contribute to the discussion. **Before the session, you should have read the module for the week's topic, have looked at any additional course content in Blackboard, and completed any set exercises, and then prepared yourself to discuss the readings, the review questions, and other preparation work**.

Assessment Requirements

This course will be internally assessed. All assessment will be submitted online via Blackboard. **For all further details, including requirements and submission details, you should refer to the 'Assessment' section on Blackboard.**

Assignments	Date due	Value	Length
1. Essay	**See Blackboard**; Essay due 15 April	45% for essay	2200 words
2. Report	**See Blackboard**; Report due 10 June	45% for report	2200 words
3. Participation in Weekly Discussion Board	See Blackboard for weekly due dates	10%	See Blackboard

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

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 back of the last page of the assignment.)

Penalties
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**.

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.

Class Representative
The IST programmes have a student committee which provides a communication channel to liaise with the Programmes Director and course coordinators on behalf of students.

Communication of Additional Information
Further details about the course, and additional information, will be made available through Blackboard.

Use of Turnitin

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.

 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
Find key dates, explanations of grades and other useful information at
www.victoria.ac.nz/home/study.
Find out about academic progress and restricted enrolment at
http://www.victoria.ac.nz/home/study/academic-progress.aspx.
The University's statutes and policies are available at www.victoria.ac.nz/home/about/policy,
except qualification statutes, which are available via the Calendar webpage at
http://www.victoria.ac.nz/home/study/calendar.aspx (See Section C).
Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at
www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx

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/