

School of Information Management

INFO536 BOOKS AND THE INFORMATION SOCIETY

Trimester One 2011

COURSE OUTLINE

Names and Contact Details

Course Coordinator: Dr Sydney Shep

Room RB006, Rankine Brown Building

Tel +64 4 463-5784

Email: sydney.shep@vuw.ac.nz

Senior Tutor (Auckland and upper North Island students): Claire Scott

Tel 027 520 0401

Email: claire.scott@vuw.ac.nz

Senior Tutor (Other distance students and Wellington): Shannon Wellington

Room RH512

Tel +64 4 463 6862

Email: shannon.wellington@vuw.ac.nz

Programme Administrator: Chris King

Room RH521, Rutherford House

Tel +64 4 463 5309

Email: chris.king@vuw.ac.nz

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 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 Wednesday (from 9.30-11.20 p.m.) in the **Murphy Lecture Theatre, MY LT102**.
- **Distance students**
The weekly Internet conference sessions will be held on Wednesday from 5.00-6.30 p.m.

Course Content

This course examines the role of the book as written text, material object and cultural transaction in the contemporary information landscape, emphasising descriptive bibliography, rare books and special collections, artifacts in the digital domain, communication and information design, and New Zealand print culture.

Schedule

Week	Topic
1 : : 2 March 2011	Definitions of the book
2 : : 9 March 2011	Principles of bibliographic description
3 : : 16 March 2011	Papermaking
4 : : 23 March 2011	Type & type design
5 : : 30 March 2011	Printing
6 : : 6 April 2011	Illustration
7 : : 13 April 2011	Bookbinding
8 : : 4 May 2011	Overview of print culture in New Zealand
9 : : 11 May 2011	Colonial contexts
10 : : 18 May 2011	Contemporary New Zealand publishing
11 : : 25 May 2011	Knowledge, power, and censorship
12 : : 1 June 2011	Future of the book in the digital age

Course Learning Objectives

By the conclusion of the INFO 536 course, students should be:

1. Conversant with the history of the book, and the book's relationship to other modes of communication such as oral, manuscript, and digital.
2. Equipped to describe the physical nature of the book using the conventions of standard bibliographic description.
3. Familiar with the tools required to investigate New Zealand print culture.
4. Equipped to analyse strengths and weaknesses of communication design in both print and electronic media.

Course Delivery

Weekly seminars, and Tutorials

See “Class times and room numbers”, above

Course materials

Study guides, readings and other materials will all be made available through Blackboard.

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

In this course we will be using BlackBoard to post week-by-week instalments of short background information and discussion questions to help guide your readings for each module. This background information is meant to give you a skeletal framework onto which you can place your critical engagement with the module readings, with your own resource discoveries, and your contributions to our networked environment. Much information is exchanged at the weekly seminars as we elucidate content as well as theoretical and/or methodological approaches found in the readings. This means that your attendance at these seminars is crucial, as is your participation in the discussion.

To achieve satisfactory grades, a time commitment of approximately 12 hours per week is required for the INFO 536 course. Part of this time will be taken up in your weekly session. The remaining time should cover:

- reading set texts and articles — you are expected to have read these before the weekly session;
- completing practice exercises, and looking at reference sources, online databases, and World Wide Web resources;
- reading additional, non-required material on the topics;
- thinking about the module and taking notes on assigned practical work in preparation for the weekly session;
- writing assignments.

Prescribed Text

In addition to required readings available in .pdf in BlackBoard and through Zotero (see Collaborative Spaces below), the required text is:

Griffith, P., Harvey, R. & Maslen, K. (1997). *Book & print in New Zealand. A guide to print culture in Aotearoa*. Wellington. Victoria University Press

This work is out-of-print, although copies are available from the Victoria Library on 3-day loan. The [New Zealand Electronic Text Centre](#) has created an [electronic, searchable version](#), which is now available in Web and e-book formats.

Strongly Recommended Texts

These texts provide important background and contextual information:

- Bland, M. (2010). *A guide to early printed books and manuscripts*. Chichester: Wiley-Blackwell.
- Eliot, S. & Rose, J. (Eds). (2007). *A companion to the history of the book*. Chichester: Wiley-Blackwell.
- Finkelstein, D. & McCleery, A. (Eds). (2005). *An introduction to book history* and (2006) *The book history reader*. London & New York: Routledge.
- Gaskell, P. (1995). *A new introduction to bibliography*. New Castle, DE: Oak Knoll Press.
- Howsam, L. (2006). *Old books & new histories. An orientation to studies in print and book culture*. Toronto: University of Toronto Press.
- Pearson, D. (2008). *Books as history. The importance of books beyond their texts*. London: British Library.
- Suarez, M. S.J. & Woudhuysen, H.R. (Eds). (2010). *The Oxford companion to the book*. Oxford: Oxford University Press.
- Tanselle, G.T. (2009). *Bibliographical analysis. A historical introduction*. Cambridge: Cambridge University Press.

Collaborative Spaces

1. For our collaborative annotated bibliography, we will be using **Zotero** <http://www.zotero.org/>, a free, browser-based tool used to collect, organise, annotate, cite, and share research resources. You are encouraged to install this tool in your browser in advance of our first meeting, and to familiarise yourself with its functionality by starting your own library. Assignment 3a uses Zotero.
2. Our **BookBlog** will be run through BlackBoard's blogosphere. Assignment 3b uses this blog.

Electronic discussion lists

All students will be expected to subscribe to the **SHARP-L**, **EXLIBRIS-L**, and **BOOK_ARTS-L** e-discussion lists for the duration of the trimester. Details on how to subscribe are available in Blackboard. Additional specialist lists will be recommended.

Assessment Requirements

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

Assignment	Date due	Value	Length
1. Biography of a book: 30% a) Seminar presentation on one book technology related to a book chosen in consultation with the lecturer; and b) Full-dress bibliographic description of selected book with technical notes on each bibliographic aspect.	presentation due relevant week 3-7;	15%	15 minute oral presentation;
	report due 18 April 2011	15%	1,500 word report
2. New Zealand contemporary publishing: 40% Research proposal on some aspect of contemporary NZ publishing through a case study of a particular NZ firm	3 June 2011 NO EXTENSIONS	40%	2500 words
3. Building Collaborative Spaces: 30% a) contribution of total five items (book or book chapter, peer-reviewed journal article, website, video, blog posting, or popular media feature) to collaborative annotated bibliography on book technologies; and b) weekly BookBlog postings introducing and/or responding to a hot issue about books today.	1 item per week, weeks 3-7	15%	200 words per annotation; total 1,000 words
	weekly	15%	1,000 words total

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% per day penalty imposed unless an extension on the basis of a medical problem or family emergency has been granted by the course coordinator in advance, in writing. **Please note that there are NO extensions for Assignment 2.** Assignments submitted or postmarked more than one week after they are due will **NOT** be accepted unless there are exceptional circumstances and the late submission has the **PRIOR** approval of the course coordinator.

Presentation

Details of assignment policies, including information regarding presentation and plagiarism, will be found in the Information Studies pages under 'My Organizations' on Blackboard. You are encouraged to pay close attention to citation style and to present all your work in as professional manner as possible, including title pages, table of contents where appropriate, and pagination.

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/