



SCHOOL OF INFORMATION MANAGEMENT

**INFO 528: RESEARCH METHODS FOR  
INFORMATION MANAGEMENT ENVIRONMENTS**

Trimester Two 2011

**COURSE OUTLINE**

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**Contact Details**

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**Communication of additional information**

If you have questions or comments about course material and activities, the preferred “channel” is the appropriate Blackboard discussion forum, so that all students can see your message, and participate in any subsequent discussion. The Blackboard discussion forums will be checked for new messages regularly. However, if you prefer to send your message via email (particularly if it is sensitive or involves personal information), you should begin the subject line with

[INFO 528]

## Withdrawal from courses

1. Your fees will be refunded if you withdraw from this course on or before 22 July 2011.
2. The standard last date for withdrawal from this course is Friday 23 September. 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.

## Course Content

- **Internal students**

There will be a seminar on Tuesdays (from 10.30am-12.20pm) in the Railway Building, RWW 315

- **Distance students (including Auckland)**

There will be two streams of up to 28 students. The weekly Internet conference sessions will be held on Tuesdays from 5.00-6.30pm **(a)** and 6.45-8.15pm **(b)**.

**Note:** All distance students will be asked to select their preferred evening class session time. As long as the numbers are roughly equal, you will be given your first choice and will be asked to **remain in that session for the term. Please contact the IST Administrator to book your preferred stream no later than 6 July.**)

**Teaching Period:** From July 11 (the first day of trimester) to October 17.

## Class sessions

Each week there will be one or more readings from the class text (except Week 11), supplemented by 2-3 other readings. In weeks 3-11, there will also be one research article that is used as the basis for a class/Blackboard discussion of the week's topic(s).

To supplement the scheduled class sessions, there will be optional workshops in Weeks 3 and 8. Further details about these will be provided in the first class session.

**Schedule**

<b>Week</b>	<b>Date</b>	<b>Topic</b>	<b>Text</b>
1	11-15 July	Course overview; What is research? Evidence-based practice; Theory and research	Chapter 1
2	18-22 July	Identifying research topics; Evaluating research; Literature reviews	Chapter 2, 4
3	25-29 July	Theoretical frameworks; Research questions & hypotheses	Chapter 3
4	1-5 August	Overview of research methodologies	Chapter 2 (redux)
5	8-12 August	Quantitative methods	Chapters 6, 9, 10
6	15-19 August	Quantitative analysis	Chapter 14
<b>Mid-term break 22 August-4 September</b>			
7	5-9 Sept.	Qualitative methods	Chapter 16, 18, 19
8	12-16 Sept.	Qualitative analysis	Chapter 22
9	19-23 Sept.	Mixed methods and analysis; Research ethics; Topic discussions	Chapter 5, 24, 25
10	26-30 Sept.	Textual research (bibliometrics, citation analysis, web metrics)	Chapters 12, 21
11	3-7 Oct.	Information history; Bibliographic research	
12	10-14 Oct.	Project planning; Reporting research	Chapter 3, 27

## Course Description

An introduction to the common forms of research for libraries, archives, records centres, and other information management environments; including quantitative, qualitative and mixed methods research, as well as the evaluation and application of such methods within the discipline.

## Course Objectives

By the end of the INFO 528 course, students should be able to:

1. Demonstrate an understanding of how research is applied to problem solving in an information environment.
2. Demonstrate an understanding of and appreciation for the research process.
3. Review the literature on a specific topic.
4. Develop a proposal an actual problem in library and information studies.

### Required text

**Bryman, A. (2008). *Social Research Methods*. (3rd ed.) Oxford, New York: OUP.**

The prescribed text is available from Vic Books, PO Box 12-337 (or c/- Students' Union Building), Wellington, ph. (04) 463 5515 or freephone 0800 370 370, fax (04) 471 2124, email [vuwtexts@vicbooks.co.nz](mailto:vuwtexts@vicbooks.co.nz).

It is also possible to order texts through the Vic Books' online book ordering service, [http://www.vicbooks.co.nz/cms\\_display.php](http://www.vicbooks.co.nz/cms_display.php). You can use any of these methods to place an order.

### Time commitment and workload

To achieve a satisfactory result in INFO 528, a time commitment of at least 12.5 hours per week is likely to be needed. Students who have completed university courses in statistics or research methods in a social science discipline, or who have previously written a thesis, may need less time. Part of this time commitment will be taken up in your weekly internal or Internet conference session.

The remaining time should cover:

- reading set texts and articles — you are expected to have read these **before** the weekly session;
- thinking about the module and taking notes on any assigned practical work in preparation for the weekly session; and
- writing assignments.

## *Assessment*

INFO 528 is internally assessed, with the following assignments to be completed in order to satisfy the mandatory course requirements. **Any further details will be available under "Assessment" on Blackboard.**

<b>Assignments</b>	<b>Date due</b>	<b>Value</b>	<b>Length</b>
1. Evaluation of a research article	Monday 1 August	20%	1,500 words approx.
2. Identification of a research topic	Monday 15 August	10%	750 words approx
3. Preliminary literature review	Monday 12 September	20%	1500 words maximum
4. Draft proposal	Monday 17 October	40%	3500 words maximum
5. Participation	Ongoing	10%	See Blackboard

### **Late assignments**

Assignments submitted or postmarked up to one week after the due date will have a 10% penalty imposed, unless an extension on the grounds of medical emergency or family circumstance has been granted in writing in advance by the course coordinator. Assignments submitted or postmarked more than one week after the due date will NOT be accepted.

## **Plagiarism**

You should read and take heed of the statement on collaboration and plagiarism on the University website at <http://www.vuw.ac.nz/home/studying/plagiarism.html> 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.***

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 that 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 subjected to checking. 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**

Electronic submission via Blackboard is required; instructions are available on Blackboard under 'Assignments'. Remember to keep a hard and soft copy of each assignment you send us, just in case the original goes astray.

## **Mandatory course requirements**

To fulfil the mandatory requirements for this course, you must complete all of the assignments in the required timeframe.

*Note: 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.*

## Course Resources and Delivery

All course material for INFO 528, including readings and study notes, will be available on the School's Blackboard online learning environment:

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

The Blackboard pages will also contain a Web-based forum for discussion of issues related to the course, links to sites of interest, additional readings and information, updates, etc. If you have any difficulties logging on please contact the Help Desk, at:

[its-service@vuw.ac.nz](mailto: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 7, Vista, or XP, 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 your course website on 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](mailto: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, go to**

<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**

Find key dates, explanations of grades and other useful information at  
[www.victoria.ac.nz/home/study](http://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](http://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](http://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](http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx)

### **Faculty of Commerce and Administration Offices**

<http://www.victoria.ac.nz/fca/studenthelp/>

### **Te Pūtahi Atawhai**

#### **Maori and Pacific Mentoring Programme**

[http://www.victoria.ac.nz/st\\_services/tpa/index.aspx](http://www.victoria.ac.nz/st_services/tpa/index.aspx)