TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Information Management

INFO 544 ONLINE SEARCHING

Trimester 3 2012

COURSE OUTLINE

Names and Contact Details
Course Coordinator: Alastair Smith
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Phoning from outside Wellington: **Freephone** 0800 116 299 and ask to be connected to the appropriate staff member.

Trimester Dates
From Monday 19 November to Monday 7 January 2013

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before on or before one full week after the first class.
2. The standard last date for withdrawal from this course is 14 December 2012. 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.

 Class Times and Room Numbers
INFO544 will be delivered by **distance mode only** between 19 November and 21 December. The weekly Internet conference session will be held on Wednesday from 5.00-8.15 p.m. Note that this is equivalent to two normal classes.

Schedule

Week	Topics
Week 1: 19 Nov-	Search techniques using database structure and controlled vocabulary; Search strategy
Week 2: 26 Nov-	Citation databases; Evaluation of database content and search platforms
Week 3: 3 Dec-	Advanced Web searching
Week 4: 10 Dec-	Social sciences and humanities databases; Scientific and technical databases;
Week 5: 17 Dec-	Government databases; Statistical databases

Course Delivery
Weekly seminars, and Tutorials
See "Class times and room numbers" above.

Expected Workload

Since the course will be taught over **five weeks** (19 November-21 December), you should be aware that your workload during that time will be equivalent to two normal courses, and you should plan your study, work and family commitments accordingly. You should expect to spend about **24 hours per week** on this course. Part of this time commitment will be taken up in your weekly Internet conference session. The remaining time should cover:

- reading set texts and articles — you are expected to have read these before the weekly session;

- reflecting on issues presented in the module and preparing assigned practical work for the weekly session; and

- researching and writing assignments.

Course Learning Objectives

By the end of the INFO 544 course, students should be able to:

1. Exploit the full range of features available to carry out searches on subscription databases and the Internet.

2. Carry out searches using effective strategies and tactics.

3. Evaluate and compare database content and search platforms.

4. Critically evaluate a search result and the information retrieved.

5. Understand the structure and sources of online information in specialist subject areas such as government, statistical, social sciences, humanities, and science and technology.

Course Content

INFO 544 examines searching and information services in the online environment, including free Internet resources but emphasizing the use of subscription databases.

We recommend that you complete the core course INFO 523 before taking this elective.

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

Readings

There is no prescribed text for this course. Readings will be provided in Blackboard.

Useful books include:
- Bell, S. S. (2012). *Librarian's guide to online searching*. Santa Barbara, California: Libraries Unlimited.
- Cassell, K. A. & Hiremath, U. (2011). *Reference and information services in the 21st century: An introduction* (2nd rev ed.). New York: Neal-Schuman [this is the text for INFO523]
- Sauers, M. (2009). *Searching 2.0*. London: Facet.

You should browse (in print or online) journals such as *Online Information Review*, *Online*, and *Econtent*. You should also carry out searches on specific topics on relevant databases such as Library and Information Science Abstracts (LISA), Library Literature and Information Science Fulltext, and Library, Information Science & Technology Abstracts (LISTA).

Materials and Equipment

You need an Internet connected computer with good bandwidth to complete this course. A Windows based computer is required to participate in the Internet Conferences. During the Internet conferences, you will need to carry out searches as well as participate in the conference, so you should ensure that you are able to do this.

Assessment

This course is internally assessed, with the following assignments to be completed in order to satisfy the mandatory course requirements. Full details, including explanatory notes and criteria, are available in the **Assessment section on Blackboard**.

Assignments	Date due	Value	Length
1. Weekly assessment: practical exercises and tests (relates to Learning Objectives 1-5)	Friday of each week	20% in total	See Blackboard
2. Database guide (relates to Learning Objectives 1-3,5)	10 December 2012	40%	Equivalent of about 1500 words
3. Annotated online search (relates to Learning Objectives 1,2,4,5)	7 January 2013	40%	Equivalent of about 1500 words

Penalties

Assignments submitted 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.

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.

Mandatory Course Requirements
To fulfil the mandatory course requirements for this course, you must 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.

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.

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

Link to general information
For general information about course-related matters, go to
http://www.victoria.ac.nz/vbs/studenthelp

Note to Students
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 academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.