

School of Information Management

INFO520 THE INFORMATION PROFESSIONS

Trimester 1, 2015

COURSE OUTLINE

Names and Contact Details

Course Coordinator and Lecturer: Professor Anne Goulding

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Senior Tutor (Other distance students and Wellington): Kathryn Oxborrow

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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 2nd March to 7th June 2015

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 13th March 2015.
2. The standard last date for withdrawal from this course is Friday 15th May. 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 [online](#).

Class Times and Room Numbers

INFO 520 will be held in trimester 1 (March-June) of the 2015 academic year. There will be no sessions for two weeks during the mid-term break.

- Face-to-face classes will be held in RHG01 on Wednesdays between 1.40 p.m.– 3.30 p.m.

- The weekly Distance class will be held on Wednesdays between 6.45 – 8.15 p.m.
- Auckland classes will be held on:
 - Saturday March 14: Modules 1 and 2
 - Saturday May 8: Modules 7 and 8
 - Saturday May 30: Modules 10 and 11

Course Delivery

Weekly tutorials

See “Class times and room numbers”, above

Course materials

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

Online discussion

The Blackboard online discussion board will be used to discuss course topics.

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.

INFO520 includes a period of work shadowing. Students will be asked to nominate an information workplace or type of information organisation with which they are unfamiliar and of which they would like to gain more experience and understanding. The School of Information Management will approach organisations on the students’ behalf to arrange a day’s work shadowing, to be arranged between the individual student and the host organisation.

Expected Workload

To achieve satisfactory grades, you will need to spend approximately 12.5 hours per week on INFO520, including time spent in class, the iConferencing sessions and the work shadowing. Some aspects of the course will require less time, whereas others will require slightly more, depending on your previous knowledge of the topic.

Before each session, please read the material for the week's topic on Blackboard, and be ready to discuss the readings and other set work prepared for the class.

Prescription

This course explores the role of the information professions in society, focusing on the diverse nature of librarianship/information work and the key issues and trends impacting its development.

Course Learning Objectives

1. Develop an understanding of the nature and functions of the information profession
2. Discuss the roles and relationships of information professionals within organisations, institutions, society and the professional environment.
3. Identify and analyse current issues and challenges facing the information professions.
4. Gain practical work experience in an information environment with which they are unfamiliar
5. Analyse Maori and Indigenous perspectives on issues relating to the information profession.

Course Content

Week	Date	Topic
1	03/03/2015	The information society
2	10/03/2015	Mātauranga Māori
3	17/03/2015	The information professions and networking
4	24/03/2015	Library and information services in the community
5	31/03/2015	Academic & research libraries

MID TRIMESTER BREAK		
6	21/04/2015	Archives (including community archives)
7	28/04/2015	Services to children in school and public libraries
8	05/05/2015	Scholarly communications
9	12/05/2015	Libraries and Information Organisations in the New Zealand context
10	19/05/2015	Information management in the workplace
11	26/05/2015	Records management
12	02/06/2015	The National Library

Readings

Required readings for each week's class will be available from Blackboard.

Assessment

The Assessment Handbook will apply to all VUW courses: see

<http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>.

Assignment	Word count	Due	Value	CLOs
Essay on an issue of current concern within the information profession	2,500	05/04/15	60%	1-3 & 5
Reflective report of work placement	2,000	07/06/15	40%	4 & 5

Penalties

Late assignments

Assignments submitted after they are due will have a 10% penalty imposed unless an extension has been granted by the course coordinator. Assignments submitted 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.

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 submitted to Turnitin. A copy of submitted materials will be retained 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

Complete all the course assignments in the required timeframe and achieve an overall passing grade in them.

If you cannot complete an assignment or sit a test or examination, refer to

www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

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.

Student feedback

Student feedback on University courses may be found at
www.cad.vuw.ac.nz/feedback/feedback_display.php

Link to general information

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

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.
