

SLIS 5740 Introduction to Digital Libraries

Instructor

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Class Meetings and the Website

This is a blended course. We will have one meeting in Denton for students registered in 001 and 005 sections, and one meeting in Houston for students in the Houston Program. If you register in other sections, you can choose to attend the meeting in either Houston or Denton.

Meeting in Denton

Location: Discovery Park D212
Date & Time: Oct. 17, Saturday 9am - 6pm

Meeting in Houston, TX

Location: University of Houston, Specific Building and Room to be announced
Date & Time: Oct. 24, Saturday 9am – 6pm

The course has a website in Blackboard. The website is available to students on the first day of the semester.

Office Hours

Students are welcomed to make an appointment with Dr. Chen at any time to discuss course related questions.

Dr. Chen holds office hours on Thursday 9am-Noon. Please send her an email even you plan to visit her during the office hours so that she can schedule individual meetings for all visiting students.

Date & Time : Thursday 9:00 am- Noon
Location : Discovery Park, Room E297J
Phone : 940-369-8393

Course Description

This course introduces the student to current research and the conceptual, practical, and technical issues in digital libraries. Theoretical foundations, technical infrastructures, knowledge organization, collection development, users & services, evaluation, as well as social, cultural, and policy issues are discussed. Students read papers and discuss related issues, evaluate a digital library of their choice, and write an in-depth term paper or conduct a class project.

Course Objectives

Upon completion of this course, students should be able to:

- Understand the basic terminologies in digital libraries;
- Understand important issues and practical problems associated with digital libraries;
- Describe procedures and considerations for digital library planning and development;
- Evaluate a digital library with regard to its content and services;
- Achieve a thorough understanding of an aspect or a topic in digital libraries.

Textbook

There is no required textbook for this course. Readings for each lesson will be specified.

Prerequisite(s)

Students should have completed all core courses, or be in concurrent enrollment of their last core course.

Assessment

A student's grade is composed of following:

<i>Class Participation</i>	<i>(20%)</i>
<i>Concept Briefing Paper</i>	<i>(20%)</i>
<i>Digital Library Review</i>	<i>(20%)</i>
<i>Term Project</i>	<i>(40%)</i>

The UNT scale for **grading** is as follows:

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = 59 and below

Class Participation (face-to-face meeting 6%; online discussion participation 14%)

It is essential that you attend the face-to-face meeting and participate in online discussions. The participation in the face-to-face meeting includes attending the meeting and participating in the class presentation and discussion.

Satisfactory participation in the face-to-face meeting will count **6** points towards your final grade. **Every student is required to attend the face-to-face meeting.** The meeting will include group activities, students' concept briefing presentations, guest lecture, digital library system demonstrations, and hands-on digital library record generation exercise. The agenda of the face-to-face meeting will be posted at the class website three weeks prior to the meeting.

The course contains **TEN** lessons. In each lesson, you are given 4-6 questions for online class discussions. You are required to participate in the online discussion of at least **Seven** lessons of your choice by the specified due dates listed in the table "[Recommended Study Schedule and Due Dates](#)". Your participation in one lesson should include at least **ONE** posting that can either answer one discussion question, or comment on one answer posted by other students or the instructor/TA. The answers or the comments should be kept to **100 - 200** words. **Please do not repeat what others have said in your posting!** Your participation in one lesson will be counted as **2 points** towards your final grade.

Concept Briefing Paper (20%)

This assignment requires that you thoroughly explore a concept of your choice related to digital libraries. A list of concepts will be provided to you in the specification of this assignment. You are required to select **one** from the list and write a concept briefing paper (If you prefer to work on a concept that is not in the list provided by the instructor, consult the instructor before you start the writing). The specification of the Concept Briefing Paper will be provided to you in its drop box at the first day of the semester.

Digital Library Review (20%)

Write a systematic review of a digital library of your choice. A list of digital libraries will be provided to you for your convenience. If you want to work on a digital library that is not on the list, please get approval from the instructor beforehand. The specification of the Digital Library Review will be provided to you in its drop box at the first day of the semester.

Term Project (40%)

The most important competences for an information professional in digital age include collaboration, communication, and the ability to learn. For the term project, students will work in teams to explore one challenging problem or issue in the field of digital libraries. Each team may use a collaboration tool such as Google Docs to facilitate communication, knowledge sharing, and report writing. The instructor will also closely work with each team to make sure students are sufficiently challenged in the course of investigation. A list of suggested topics (along with the requirements) will be provided in the Term Project specifications for student to select. Students choosing the same topic may be assigned to the same team. Each team is composed of 3-5 students and shall

nominate a coordinator who serves as the contact person with the instructor regarding the term project. The coordinator will also be responsible for assigning tasks to each team member through negotiation and submitting the mid-term project report and the final term project report to the instructor.

A **mid-term project report** and a **final project report** should be prepared by each team and be submitted by the coordinators to the respective drop boxes. Each team member is encouraged to communicate with the instructor any issues regarding the term project at any time.

Academic Misconduct

The Department of Library and Information Sciences (DLIS), formerly the School of Library and Information Sciences (SLIS), University of North Texas has passed an "Academic Misconduct Policy" on April 15, 2005. All students should have signed the form "Student Acknowledgement of Academic Misconduct Policy" prior to enrollment in their SLIS course or as part of their application to the Department. Below are extracts from the policy for your convenience.

The Department expects all students to demonstrate both academic rigor and academic integrity. The purpose of this policy is to inform DLIS students of their responsibilities regarding the University of North Texas (UNT) Code of Student Conduct and Discipline and the procedures enforced by DLIS for cases of misconduct. The DLIS Academic Misconduct Policy is derived from the UNT Code, and some text in the DLIS policy is based on text in the Code.

The two categories of most relevance to DLIS are cheating and plagiarism. The UNT Code of Student Conduct and Discipline defines these in its categories of misconduct:

A. Acts of Dishonesty, including but not limited to:

1. **Academic dishonesty - cheating.** The term "cheating" includes, but is not limited to:
 - (a) use of any unauthorized assistance in taking quizzes, tests, or examinations;
 - (b) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
 - (c) the acquisition, without permission, of tests, notes or other academic material belonging to a faculty or staff member of the university;
 - (d) dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s).
 - (e) any other act designed to give a student an unfair advantage.

2. **Academic dishonesty – plagiarism.** The term "plagiarism" includes, but is not limited to:
 - (a) the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement and
 - (b) the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in the selling of term papers or other academic materials.

To address problems of academic integrity, DLIS has zero tolerance for violations of the DLIS Academic Misconduct Policy. The following apply:

- The DLIS Academic Misconduct Policy applies to any work submitted for DLIS courses or degree requirements, including the Capstone Experience.
- DLIS will retain students' signed statements acknowledging their understanding of the DLIS Academic Misconduct Policy. DLIS instructors will not accept students' claims that they were unaware of DLIS and UNT policies, including definitions of forms of academic misconduct.
- DLIS instructors will follow UNT regulations for reporting suspected violations to UNT, imposing academic sanctions, and recording sanctions for confirmed violations.
- An academic sanction is a penalty imposed on a student for academic misconduct. Sanctions may range from reduction of a test or assignment grade to revocation of an academic degree.
- DLIS instructors retain the right to determine specific sanctions for their courses and to set additional policies and procedures that do not conflict with DLIS or UNT policies.
- Students who have received academic sanctions are not eligible for DLIS awards, honors, or other benefits.

Americans with Disabilities Act Compliance Statement

The Department of Library and Information Sciences, University of North Texas is committed to full academic access for all qualified students, including those with disabilities. In keeping with this commitment and in order to facilitate equality of educational access, faculty members in the Department will make reasonable accommodations for qualified students with a disability, such as appropriate adjustments to the classroom environment and the teaching, testing, or learning methodologies when doing so does not fundamentally alter the course.

If you have a disability, it is your responsibility to obtain verifying information from the Office of Disability Accommodation (ODA) and to inform me of your need for an accommodation. Requests for accommodation must be given to me no later than the first week of classes for students registered with the ODA as of the beginning of the current semester. If you register with the ODA after the first week of classes, your accommodation requests will be considered after this deadline.

Grades assigned before an accommodation is provided will not be changed. Information about how to obtain academic accommodations can be found in UNT Policy 18.1.14, at www.unt.edu/oda, and by visiting the ODA in Room 321 of the University Union. You also may call the ODA at 940.565.4323.

Lesson Release Schedule

Lesson	Topic	Release Date
1	Digital Libraries Overview and Definitions	August 27
2	Planning and Design	August 27
3	Technological Foundation	September 17
4	Knowledge Organization	September 17
5	Digitization and collection development	September 30
6	Users and Services	September 30
7	Evaluation and Assessment	October 21
8	Social, Cultural and Policy Issues	October 21
9	Digital Librarianship and Digital Libraries Future Trends	November 5
10	New Progress in Digital Library Research and Practices	November 5

See next page for the “Recommended Study Schedule and Due Dates”

Recommended Study Schedule and Due Dates

Week	Date	Lesson/Topic	What's Due and Due Date
1	Aug. 31 – Sep.6	Start Here The Syllabus	Class Survey Self-introduction,
2	Sept. 7 – 13	Lesson 1 Digital Libraries Overview and Definitions	
3	Sept. 14 – 20	Lesson 2 Planning and Design	Lesson 1 Postings (Sept. 14)
4	Sept. 21 – 27	Lesson 3 Technological Foundation (1)	Lesson 2 Postings (Sept. 21)
5	Sept. 28 – Oct.4	Lesson 4 Knowledge Organization	Lesson 3 Postings (Sept. 28)
6	Oct. 5 – 11	Lesson 5 Digitization and collection development	Lesson 4 Postings (Oct. 5)
7	Oct. 12 – 18	Lesson 6 Users and Services Oct. 17: F2F Meeting in Denton	Concept briefing paper (Oct. 17)
8	Oct. 19 – 25	Lesson 6 continued Oct. 24: F2F Meeting in Houston	Lesson 5 Postings (Oct. 19)
9	Oct. 26 – Nov.1	Lesson 7 Evaluation and Assessment	Lesson 6 Postings (Oct. 26) Term Project Intermediate Report (Oct. 27)
10	Nov. 2 – 8	Lesson 8 Social, Cultural and Policy Issues	Lesson 7 Postings (Nov. 2)
11	Nov. 9 – 15	Lesson 9 Digital Librarianship and Digital Libraries Future Trends	Lesson 8 Postings (Nov. 9)
12	Nov. 16 – 22	Lesson 10 New Progress in Digital Library Research and Practices	Lesson 9 Postings (Nov.16) DL review paper (Nov. 17)
13	Nov. 23 – 29	Happy Thanksgiving	
14	Nov. 30 – Dec.6	Work on Term Project	Lesson 10 Postings (Nov. 30)
15	Dec. 7 – 13	Work on Term Project	Term project final report (Dec. 13)
16	Dec. 14-17	Grades will be submitted to the University	