LIBS 6852: Digital Libraries

East Carolina University
College of Education
Department of Interdisciplinary Professions
Master of Library Science Program
http://www.ecu.edu/educ/libs/

Summer 2022

About the Course

Digital Libraries provides an overview of digital libraries including the influence of digital libraries, their interaction and usability, intellectual property issues and preservation concerns. Students will read and discuss documents, evaluate a DL, and develop a plan for a digital library. The course goal is to develop a basic knowledge of digital libraries and their roles in the profession.

About the Instructor

Dr. Barbara Marson   East Carolina University
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Office Hours: Monday – Thursday, 9:30 am - 11:15 am
Other times by appointment. Appointments can be via phone, WebEx, or Zoom.

Messages left at the office phone number are saved as audio files and immediately sent to me via email.

I ordinarily check PirateMail and Canvas at least once each weekday and usually much more. If I will be away from this schedule due to travel or other responsibilities, I will let you know ahead of time if I can. It is also typical for me to be online throughout the weekend; however, it may not be as frequent.

PirateMail, marsonb@ecu.edu, is usually the most efficient way to contact me. Put the course number, which is 6852, in the subject line of the message.

Textbook:
I didn't specify the textbook because it can be difficult to obtain in print. However a copy of the e-book is available at Joyner at
https://jw3mh2cm6n.search.serialssolutions.com/ejp/?libHash=JW3MH2CM6N#/?language=en-US&titleType=ALL

The title of the book is *Exploring Digital Libraries: Foundations, Practice Prospects* by Karen

Calhoun. Neal Schuman, 2014.
I recommend that you download one chapter at a time.

Suggested Books for Further Reading (available as e-**books** from Joyner Library)

Lesk, M. (2005). *Understanding digital libraries*. 2nd ed. Boston: Elsevier.

Witten, I.H., Bainbridge, D., & Nichols, D.M. (2010). *How to build a digital library.* 2nd ed. Boston: Elsevier.

Suggested Serials for Browsing: Following are additional serial resources to supplement the course readings and should provide background and information for your assignments for this class and your ongoing professional education.

D-Lib Magazine
Journal of Digital Information
Journal of Electronic Publishing

Additional Resources: additional required-reading documents will be identified or provided within the Blackboard course site.

Course Learning Objectives
      to define digital libraries and their roles in the profession
      to understand and use the vocabulary of digital libraries
      to gain an understanding and knowledge of current technologies involved with digital libraries
      to develop knowledge of the challenges involved with digital libraries
      to develop a knowledge of repositories
      to effectively evaluate a digital library
      to effectively plan a digital library

Critical Dates

Classes begin	June 23
Module 1 due	June 30
Module 2 due	July 8
Module 3 due	July 15
Module 4 due	July 22
Module 5 due	July 29
Course grades due by 8 AM	August 1

Course Assignments

There are 5 modules in the course. Complete information about them is contained in Canvas; click on Assignments in the purple course menu on the left.

Module 1:
- Definition of a Digital Library (10 points);
- Repositories Discussion Board (10 points)

Module 2:
- Interaction and Usability (10 points);
- Metadata Overview (10 points);

Module 3:
- Themes & Challenges Discussion Board (10 points);
- Digital Libraries & Their Communities (10 points);

Module 4:
- Evaluation of a Digital Library (group assignment) (15 points);

Module 5:
- Plan for a Digital Library & Sample Digital Library with Omeka (20 points)

The College of Education and the library science program have chosen the American Psychological Association publication style using the in-text and reference list options as the required style. This requirement went into effect in fall 2008. A quick guide is available at http://www.apastyle.org/ If you have taken LIBS 6012, you should own a copy of the *Publication Manual of the American Psychological Association* (6th Ed.). For online guides to APA style, including the *APA Style Guide to Electronic References*, see http://www.ecu.edu/cs-lib/Reference/refdesk/style.cfm

Late Submission Policy

Assignments are due by 11:59 pm on the due date. *Any exceptions without penalties must be negotiated with the instructor in advance.* Technology crises are *not* an acceptable excuse for late submission unless Canvas is unavailable to all students.

Each module has a due date; see the chart above. A grace period of 24 hours is available without penalty. After 24 hours, 20% of the possible assignment grade will be deducted from the student's score for every additional 24 hours. **Work that is more than five (5) days late WILL NOT be accepted without prior approval.**

If you inform me of extenuating circumstances before the deadline, I will be as flexible as I can be in working out a solution for submitting late work without penalty.

Skipping assignments or parts of assignments is *not* acceptable in graduate work. **To be eligible for a course grade of A, a student must submit all parts of every assignment.**

How to Complete and Submit Assignments

Follow the instructions for submission of assignments.

Submit all assignments in a 12-point font for readability, double-space format unless otherwise noted. References, charts, tables, etc. within an assignment or that accompany assignment may be single-spaced, but still need to use a 12-point font.

Assignments must be submitted in formats that can be read by software that is supported by the University:
.docx and .rtf formats usually work well.
.pages and .txt formats do *not* work; use Save As to convert these to .docx or .rtf formats.
Do not submit as PDF documents.

All resources consulted for an assignment should be provided at the end of the written assignment as "Works Consulted," and resources actually used (quoted, noted, or used as an example, etc.) should be noted by in-text references. *This is a variation from "pure APA" in which only the sources that are cited in the text are included in the list at the end.*

Like most of the MLS program, this is a writing-intensive course. For students who recognize that writing may be a barrier to their success, I highly recommend the University Writing Center's Online Writing Lab. Lab personnel will review papers submitted online and return them with diagnostic suggestions for improvement. Complete information on how to submit is available at: https://ecu.mywconline.com/

Grades and Grading

Score points for assignments will be based on the following criteria: Adherence to assignment requirements; the detailed, concise and logical presentation of information that addresses the assignment requirements and grading rubric components; use of resource materials to justify responses; compositional style and use of appropriate grammar and syntax. This is a graduate level course. Written work that demonstrates a lack of understanding of subject matter, is unclear or poorly organized, contains few or irrelevant details, does not follow directions, contains little or unsubstantiated evaluative commentary, or is otherwise poorly written, prepared (e.g. typos, grammatical errors) or documented will receive fewer score points.

Please remember that while an electronic spell check of a document will note many misspellings, spell checkers do *not* recognize context and verb agreement. If grammar, syntax and spelling are not your strengths, I suggest you find a sympathetic editor to review your assignments prior to submission. The ECU Writing Center, described above, can provide feedback before assignments are turned in. Materials requiring extensive copy edits will be returned to the student without a grade.

The course grade is totaled from the score points earned on each of the assignments. The course assignments total 100 points in value. The point total constitutes your final grade for the course. The grading scale is as follows:

• 93 - 100 total points results in a final grade of "A"
• 85 - 92 total points results in a final grade of "B"

• 77 - 84 total points results in a final grade of "C"
• 00 - 76 total points results in a final grade of "F"

Incompletes

Incompletes may be considered in cases of serious and unexpected health and life situations. Incompletes will be made up promptly and by a deadline set by the instructor.

Students who are unable to complete assignments when due are expected to withdraw from the course.

Additional Course Information and ECU Course Policies

ADA Accommodation

East Carolina University seeks to comply fully with the Americans with Disabilities Act (ADA) and the Americans with Disabilities Amendments Act (ADAA). Students requesting accommodations based on a disability must be registered with the Department for Disability Support Services (DSS) http://www.ecu.edu/cs-studentlife/dss/ and located in Slay 138 (252) 737-1016 (Voice/TTY).

Individuals in need of additional information or training should contact DSS at (252) 737-1016.

Copyright

The intellectual property used or created in LIBS 6852 and fixed in any tangible medium (electronic or paper format) is fully protected by the copyright law as embodied by US Code Title 17. Examples of intellectual property include the intellectual property of you and your classmates as expressed in course assignments and electronic discourses, and the course instructor as expressed in his course syllabus, class assignments, course resources, and presentations of an audio/video nature. The copyright law does allow what is described as "fair use" of copyright materials. Under "fair use" of copyright protected materials used or generated within LIBS 6852, students may only utilize protected intellectual property in support of their education pursuits in this class as long as fully cited and authorship/creator acknowledgement is noted. Please ask the instructor if you have any questions regarding copyright law and "fair use."

Privacy

While individual privacy is highly valued, it should be noted that there is no absolute safeguard to guarantee and protect the right to privacy in all circumstances and environments. Accidents may happen, mistakes can be made, and safeguards can be overcome.

As a result, students should be hesitant to share personally identifiable information (i.e. personal contact information, Student ID number, etc.) or other sensitive information (i.e.

personal finances, health information, gripes about supervisors or work situations) about themselves, their family members, or close friends.

Academic Integrity

Students are expected to turn in original work and adhere to the principles of Academic Integrity. All resources quoted, noted, or used as an example in students' work should be provided at the end of the course artifact as "References," and noted with in-text references.

Students shall avoid all forms of academic dishonesty, including but not limited to:

- Cheating - obtaining or attempting to obtain, or aiding another to obtain credit for work, or any improvement in evaluation of performance, by any dishonest or deceptive means.

- Plagiarism – the use or nearly exact use of others' intellectual property without attribution and without enclosing the property in quotation marks or other identifying notation. Multiple and extended quotes or paraphrasing of another's intellectual property will be considered plagiarism even if the source is named when it degrades the overall originality of the work. Basically, this means you cannot cabbage together an assignment from found documents.

- Submitting work prepared for another course – do not submit in whole or part, assignments that have been prepared for another course. This defeats the   learning objectives of the assignment, unfairly advantages you over other   students, and would usually earn a poor grade anyway because it would not match elements on the grading rubric.

In your role as an ECU graduate student, I expect that you will:

- use only your own assigned/selected username and password when participating in online activities such as tests or assignments.
- use only materials permitted by your instructor while taking online tests.
- discuss only appropriate course materials and not test content with other students.
- do your own work
- avoid sharing individual assignments with others unless you have the instructor's permission.
- prepare assignments and cite materials according to APA style.
- avoid providing answers to other students during a test, such as using an online communication tool to send/receive answers.
- avoid copying or providing another student with test questions accessed during an exam.

Any student suspected of violating ECU's Academic Integrity policy will be charged accordingly. The complete policy and charge procedures are available at: http://www.ecu.edu/cs-acad/fsonline/customcf/currentfacultymanual/part6.pdf

Technology Related Information

Contingency Plan for Course Delivery in Case of Technical Challenges

PirateMail is the supplementary communication vehicle for the course and is our first choice if Canvas becomes unavailable. I will use either provided phone numbers or alternate email addresses to deliver course information in the event that both ECU email and Canvas fail for an extended period of time. Extreme emergencies resulting in wide scale electrical, phone outages will be dealt with as appropriate to the situation and following procedures determined by the University.

Technology Assistance and Resources

Technical assistance and resources for using Canvas software are available within the course Canvas site.

In order to successfully complete this course, you will be required to have access to and be able to effectively use personal computers, the Internet, email programs, online databases, and Microsoft Word. While I can sometimes offer advice and counsel with the use of these technologies, I'm not able to troubleshoot your computer. But I will help you as best I can and refer you elsewhere for assistance.

Use the latest version of either Firefox, Edge, or Chrome as the browser when you are using Canvas.

Back up all your documents for this course.

Please note: This syllabus may be subject to change before or during the CURRENT semester. Changes to the syllabus will be posted as Announcements.