

**LIS 9003-002 INFORMATION SOURCES AND SERVICES**  
**MLIS Program, Faculty of Information & Media Studies, Western University**  
**Fall 2019**

**1. Course Information**

Time: Tuesdays 6:30 – 9:20 pm, 10 September - 10 December 2019

Location: FNB 2230

OWL site: <https://owl.uwo.ca/portal/site/93a5c2e9-fe35-430a-bc14-d717c669068c>

**2. Instructor Information**

Instructor: Dr. Paulette Rothbauer, Associate Professor

Phone: (519) 661-2111 ext. 88512

Email: [prothba2@uwo.ca](mailto:prothba2@uwo.ca)

Office: FNB 4052 Office hours: by appointment

Teaching Assistant: TBA

**3. Course Description**

Theory and practice of finding and using basic information sources and question negotiating techniques in information providing contexts, including libraries and information centres. Appropriate and effective ways of providing personal assistance to users in pursuit of information. Introduction to the principles and practices of searching.

**COURSE OBJECTIVES**

1. To introduce students to the theory and practice of using basic information sources in information providing contexts, including libraries and information centres;
2. To introduce students to appropriate and effective ways of helping both individuals and groups with their information needs by providing personal assistance to users and by giving instructional presentations to groups;
3. To provide students with an opportunity to practice the techniques of negotiating questions, finding appropriate sources, and answering questions;
4. To introduce students to the principles and practices of searching various types of resources.

**COURSE-LEVEL LEARNING OUTCOMES**

Upon successful completion of readings, assignments, and class participation, students will be able to:

1. apply a critical awareness of professional values, standards and ethics in the context of reference services (Program-level learning outcomes 1, 2, 3, 5);
2. prioritize from among a wide range of techniques to assess, recommend and create access to information in a variety of formats (Program-level learning outcomes 2, 4, 6, 8)
3. define the needs of particular user groups and develop collections, services, programs and policies to meet these needs (Program-level learning outcomes 3, 5, 8, 9);
4. prepare, write and deliver effective professional reports and presentations, independently and/or cooperatively with others (Program-level learning outcomes 4, 7, 9).

**Course Requirements**

Students are required to attend all classes and come prepared having read, browsed, viewed or listened to assigned course materials. In addition to the course assignments, and in-class exercises, short online posts are required for some classes and will contribute to the participation grade.

Attendance - As there are generally no formal written examinations in the MLIS program, attendance at and participation in classes are essential parts of the learning experience and provide part of the basis for academic assessment of a student's knowledge. Students should therefore notify me if they need to be absent from class due to inclement weather, conference attendance, serious illness, family emergencies, or co-op or other job interviews. If the situation involves more than one absence, particularly in more than one course, please contact FIMS Graduate Student Services at 519-661-2111 Ext. 88494 or e-mail [bborman@uwo.ca](mailto:bborman@uwo.ca). Missing a class, or repeated late arrivals of 10 minutes or more, may require the student to complete a special assignment to verify coverage of the course material.

Grading follows the [Grading Guidelines published in the MLIS Graduate Student Handbook](#).

Late assignments – I will accept late assignments\* no questions asked, no penalty. **After one day, beginning at 6:30 pm on Wednesdays, a late penalty of 5% per day will be applied.** I also reserve the right to assign a grade without comments on assignments that are more than 2 days late. Penalties do not apply to extensions on documented compassionate or medical grounds. **Please talk to me if you are struggling to meet a deadline!**

*\* except for any team assignments and in-class assignments which must be submitted on time*

#### 4. Course Materials

All required readings are on reserve in the GRC or are available electronically through Western Libraries. Additional web-accessible materials will be assigned from time to time. You may be required to research and use additional library materials for your assignments including materials that may only be available in hardcopies in the FIMS Graduate Library.

#### 5. Methods of Evaluation (Tentative)

To complete this course you must do the following assignments:

Assignment	Weight	Due Dates
Participation and Preparation	10%	Throughout term: specific requirements/exercises from week to week including facilitation of class discussion on assigned readings
FIMS Graduate Library “Search” Workshops Participation, search exercises, searching diary	part of your participation & preparation grades	You must attend all 5 workshops. All workshops begin at 6:30 pm. September 10 – Weldon Library tour & WL catalogue * <b>at Weldon Library</b> September 17 – Library Lit & Lisa September 24 – Ulrich’s October 1 – Google Scholar October 8 – Web of Science
Information seeking practices – research paper	25%	due October 1, class 4
Resource Tutorial (small group assignment and short presentation)	25%	Tutorial plan; supporting documentation including resource list (15%) 15-minute team presentation to class (10%) due classes 7-8, 10-12
Consultation/reference question	20%	due November 12, class 9
Database cancellation report	20%	due December 10, class 13

#### 6. Statement on Academic Offences

Academic Offences - Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence at the following website:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_grad.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_grad.pdf)

See also the [section on Academic Offences in the MLIS Student Handbook](#).

#### 7. Support Services

Students who are in emotional/mental distress should refer to Western’s “Health and Wellness” at [https://www.uwo.ca/health/mental\\_wellbeing/index.html](https://www.uwo.ca/health/mental_wellbeing/index.html) for a complete list of options about how to obtain help.