Course Syllabus

IR302ZA

Information Use in Today’s Society

Spring Semester 2015

Faculty:  Dr. Janet Capps (DrC)
E-mail:   Use Canvas conversation email
Primary Phone:  (620) 341-5344
Online Course Login:  canvas.emporia.edu
Credit Hours:  3
Meetings:  Internet begins 1/21

Important Dates for Spring 2015

1/21 First Day of Class  2/3 Last Day to Add/Drop  4/8 Last Day to Withdraw
5/8 Last Day of Classes  5/16 Commencement  5/19 Final Grades Due

Program Goal

The goal of the SLIM Master of Library Science program is to prepare creative problem solvers who will provide proactive client-centered services in information agencies.
Catalog Description

The impact of culture and other social differences on individual use of information is studied, along with theories of learning and information use. Examines our information society and how information is created, recorded, mass produced, disseminated, and used by individuals and groups.

Course Learning Outcomes

<table>
<thead>
<tr>
<th>Course Outcomes</th>
<th>Related Class Assignment(s)</th>
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<tbody>
<tr>
<td>1. Demonstrate an understanding of the relationship between information and societal elements;</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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<tr>
<td>2. Demonstrate an understanding of the influence of personality and learning styles on information processing;</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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<td>3. Demonstrate an understanding of the impact information and the information environment on society, groups and individuals;</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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<td>4. Demonstrate an understanding human of and information processing;</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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<td>5. Identify and demonstrate technological applications in social networking;</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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<tr>
<td>6. Discuss topics related to information use in society;</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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<tr>
<td>7. Identify and discuss emerging issues.</td>
<td>Capps E-notes, Readings, Homework Participation &amp; Projects</td>
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</tbody>
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Required Readings

There will be no textbooks for the course. There will be assigned readings including postings and/or URLs for academic articles, industry-related information, relevant news articles, and material from other sources. Required readings will be posted in Canvas as we progress through the course. It is your responsibility to stay current with our IR302 Canvas calendar.
Learning Activities

Course Requirements:

There will be weekly Capps E-notes, required weekly readings, and required homework in the form of Canvas participation points offered throughout the semester for a potential total of 60 points or 60% of your grade. There will be two (2) required projects worth 20 points each for a total of 40% of the course grade. There will be no extra credit work available to students and no late participation points.

Detailed instructions will be posted in advance along with submission deadlines for all homework participation activities and project assignments. Participation points will be based on several factors including, but not limited, to quality and timeliness of homework, respect and courtesy towards others, and proper communication skills.

Office Hours

Office hours are those hours that I set aside exclusively for communicating with you. Office hours for this course are posted in our IR302 Canvas course site. If you want to talk with me outside of office hours, please schedule an appointment. All email communication should be sent through Canvas Conversation email tools. While I may not reply immediately outside of office hours, my goal is to be as accessible. My regular days off are Sunday & Monday. Please keep this in mind when it comes to assignment due dates as I reserve the right not to respond to communications during evening hours or on my days off.

Communication

Canvas conversation email tools allow student communications to stay connected to the course materials. ALL L1802 course related communications are to be sent through Canvas email. Note: SLIM Netiquette Policy (included in each SLIM syllabus) applies to all communications with fellow students as well as SLIM directors & faculty!

Student Responsibilities:

Students are responsible for reading and understanding the syllabus and completing course requirements. Students are strongly encouraged to familiarize themselves with and abide by university and department policies, rules and regulations.

Students are expected to use of correct and proper salutations, capitalization, punctuation, spelling and grammar when communicating between and among classmates or the instructor. The use of slang, “texting” jargon and abbreviations are not permitted in formal communications, including email correspondence, between the student and the instructor.

When emailing an instructor a student should include the course prefix at the front of the subject line to ensure the email will not be discarded before opening, for example, “IR 302ZA – interesting article.” Respect and politeness is expected when dealing with any member of the faculty, university staff or fellow students.
Instructor Responsibilities:
The instructor will grade work and to provide comments in a timely fashion; provide respectful and constructive criticism to the student regarding their performance; and to ensure a collegiate environment conducive to clear analytical thought and study. Please feel free to inform the instructor of any suggestions related to improving this course and to better your learning experience.

Grading Scale

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>96 - 100</td>
<td>A</td>
</tr>
<tr>
<td>90 - 95</td>
<td>A-</td>
</tr>
<tr>
<td>87 - 89</td>
<td>B+</td>
</tr>
<tr>
<td>84 - 86</td>
<td>B</td>
</tr>
<tr>
<td>80 - 83</td>
<td>B-</td>
</tr>
<tr>
<td>77 - 79</td>
<td>C+</td>
</tr>
<tr>
<td>74 - 76</td>
<td>C</td>
</tr>
<tr>
<td>70 - 73</td>
<td>D</td>
</tr>
<tr>
<td>0 - 69</td>
<td>F</td>
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</tbody>
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Incomplete Grade Policy

The Incomplete Grade Policy upholds the Emporia State University Incomplete Grade Policy (for full policy, go to: [http://www.emporia.edu/regist/trnscl/grades.html](http://www.emporia.edu/regist/trnscl/grades.html)).

Course Evaluations

This course uses the IDEA evaluation instrument to gather feedback from students on the effectiveness of each course. The data gathered is shared with instructors in aggregated form, and is used for both course and teaching improvement. Evaluation surveys are made available to students toward the end of each semester, and periodic email reminders are sent to encourage participation. The surveys are administered by The IDEA Center and student responses are anonymous (unless students share any identifying information in their comments). Instructors do not have access to individual student surveys at any time, and only receive aggregated data at least two weeks after final grades are submitted.
Faculty-initiated Student Withdrawal Procedure

Students should be aware that your instructor follows the university’s policy of faculty-initiated student withdrawal. It reads as follows: “If a student’s absences from class or disruptive behavior become detrimental to the student’s progress or that of other students in the class, the faculty member shall attempt to contact the student in writing about withdrawing from the class and shall seek the aid of the office of Vice President of Student Affairs to help insure contacting the student. The Office of the Vice President of Student Affairs shall provide the student information about the existing appeals procedures. Upon receiving a written report from the faculty member, the Vice President of Student Affairs may initiate a student withdrawal from the class. None of the above implies or states that faculty members are required to initiate the student withdrawals for excessive absence. [Policy and Procedures Manual 43.11]

Academic Dishonesty

At Emporia State University, academic dishonesty is a basis for disciplinary action. Academic dishonesty includes but is not limited to activities such as cheating and plagiarism (presenting as one's own the intellectual or creative accomplishments of another without giving credit to the source or sources.)

The faculty member in whose course or under whose tutelage an act of academic dishonesty occurs has the option of failing the student for the academic hours in question and may refer the case to other academic personnel for further action. Emporia State University may impose penalties for academic dishonesty up to and including expulsion from the university.

Disabilities Policy

Emporia State University will make reasonable accommodations for persons with documented disabilities. Students need to contact the Director of Disability Services and the professor as early in the semester as possible to ensure that classroom and academic accommodations are implemented in a timely fashion. All communication between students, the Office of Disability Services, and the professor will be strictly confidential.

Contact information for the Office of Disability Services:

Office of Disability Services
106 Plumb Hall
Emporia State University
1200 Commercial Street / Box 23
Emporia, KS 66801
Phone : 620/341-6637
TTY: 620/341-6646
Email: disabser@emporia.edu