

Syllabus

Department: Division of Library and Information Science

Course Number and Title: LIS 230 Introduction to Digital Libraries

Bulletin Description: [25 words maximum]

This course provides knowledge required to understand the processes and techniques involved in creating, organizing, presenting, and using information within the digital library environment.

Prerequisite(s): None

Co-requisite(s): None

Course Objectives:

Objective 1: To equip Digital Librarians with the basic concepts & terminology pertaining to Digital Librarianship

- **Learning Outcome:** Upon completion of this course students will be able to demonstrate knowledge of the basic concepts and terminology pertaining to digital librarianship
- **Objective 2:** To equip future Digital Librarians with the basic skill-sets to effectively deal with challenges within the field of Digital Libraries as they develop digital collections, including information organization & access, digitization & computer automation, and standards for data sharing
 - **Learning Outcome:** Upon completion of this course students will be able to define and provide examples of challenges facing Digital Librarians as they develop digital collections, including information organization & access, digitization & computer automation, and standards for data sharing
- **Objective 3:** To provide future Digital Librarians with an opportunity to explore the digital environment by understanding such issues as intellectual property, copyright, and integrated collections management systems
 - **Learning Outcome:** Upon completion of this course students will understand the digital library environment by engaging in real-world intellectual property rights, copyright, and integrated collections management systems

Program Goals and Outcomes:

1B) Understand the history of human communication and its impact on libraries, and the importance of effective verbal and written advocacy for libraries, librarians, other library workers and library services.

1D) Demonstrate effective communication techniques (verbal and written) used to analyze complex problems and create appropriate solutions.

3A) Understand the principles involved and the developmental, descriptive, and evaluative skills needed in the organization, representation and retrieval of recorded knowledge and information resources.

3B) Demonstrate ability to organize recorded knowledge and information using the systems of cataloging, metadata, indexing, and classification standards and methods.

4A) Acquire, apply, analyze and assess information, communication, assistive, and other technological skills related to resources, service delivery, professionalism, efficacy, and cost-efficiency of current technologies and relevant technological improvements.

5B) Understand and demonstrate ability to interact successfully with individuals of all ages and groups to provide consultation, mediation, and guidance in their use of recorded knowledge and information, including information literacy techniques and methods.

Units of Instruction:

Date	Topic	Assignments
Week 1	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Fall 2014 Classes Begin ➤ Introduction to Digital Objects <p>Readings:</p> <ul style="list-style-type: none"> ➤ Buckland (1997, 1991) ➤ Rayward (1994) ➤ Besser (2003) 	<p>AS-L Pre-Reflection Letter (5pts) AS-L Community & Project Defined (5pts) Discussion Question 1 (5pts extra credit)</p>
Week 2	<p><u>HISTORY OF DLs</u></p> <ul style="list-style-type: none"> ➤ Introduction to Digital Libraries (DL) ➤ Research Streams that Fed into Early DL Work ➤ Digital Library Initiative 1&2 ➤ Funding Agencies ➤ Major DL Projects ➤ Evolution of Services <p>Readings:</p> <ul style="list-style-type: none"> ➤ Witten et al., Ch 1 (2010) ➤ Wattenberg (1998) ➤ Griffin (1998) ➤ Greenstein & Thorin (2002) ➤ Angel (2011) ➤ Kenny, Rieger & DeMello (2000-2003) 	<p>DL Project Defined (5pts)</p>
Week 3	<p>CONCEPTUAL MODELS, FRAMEWORKS & DEFINITIONS</p> <ul style="list-style-type: none"> ➤ The DL Reference Model ➤ The 5S Framework ➤ Comparison ➤ DELOS Classification ➤ CIDOC Conceptual Reference Model <p>Readings:</p> <ul style="list-style-type: none"> ➤ Borgman (1999) ➤ Levy (2000) ➤ IFLA (1997) ➤ Oppenheim & Smithson (1999) ➤ Goncalves (2007) ➤ Chen (1970) 	<p>Reference Model Exercise (5pts)</p>
Week 4	<p>DIGITAL OBJECTS I: THE BASICS</p> <ul style="list-style-type: none"> ➤ Textual Resources ➤ Multimedia (Audio & Video) ➤ Images (2D & 3D) 	<p>Discussion Question 2 (5pts extra credit) DL Mission Statement (5pts)</p>

	<p>Readings:</p> <ul style="list-style-type: none"> ➤ Library of Congress (2007) ➤ McDonald & Shearer (2006) ➤ Witten et al., Ch. 4 & 5 (2010) ➤ Kenney & Rieger, Ch. 1 (2000) 	
Week 5	<p>DIGITAL OBJECTS II: FILE FORMATS, TRANSFORMATION & MIGRATION</p> <ul style="list-style-type: none"> ➤ Key Terms ➤ File Formats ➤ Emulation ➤ Transformation & Migration ➤ Emulation versus Migration ➤ Preservation Issues <p>Readings:</p> <ul style="list-style-type: none"> ➤ Arms (2007) ➤ Rieger (2008) ➤ Van Wijk (2006) ➤ Rothenberg (1999) ➤ CCSDS (2002) ➤ Kenney & Rieger, Ch. 8 (2000) 	Descriptive Metadata Exercise (10pts)
Week 6	<p>COLLECTION DEVELOPMENT</p> <ul style="list-style-type: none"> ➤ Selection Policies ➤ Digitization/Digitization Chain ➤ Document & E-Publishing Presentation Markup <p>Readings:</p> <ul style="list-style-type: none"> ➤ Kenney Ch. 2 & 3 (2000) ➤ Brogan (2006) ➤ CLIR (2001) ➤ Smith (1999) ➤ CLIR (2008) ➤ Hirtle (2008) ➤ Lynch (2001) ➤ NISO (2007) ➤ Ooghe & Moreels (2009) 	<p>DL Collection Development Policy (5pts)</p> <p>AS-L Project Midterm Review (5pts)</p>
Week 7	<p>KNOWLEDGE ORGANIZATION</p> <ul style="list-style-type: none"> ➤ Information Architecture ➤ Metadata ➤ Ontologies, Classification, Categorization ➤ Subject Description, Vocabulary Control, Thesauri, Terminologies ➤ Object Description & Organization for a Specific Domain 	<p>Metadata Crosswalk Exercise (5pts)</p> <p>Five DL Objects w/ Signed Copyright (5pts)</p>

	<p>Readings:</p> <ul style="list-style-type: none"> ➤ Cantara (2005) ➤ Duval et al. (2002) ➤ Gazan (2008) ➤ NISO (2004) ➤ Witten et al., Ch. 6 (2010) ➤ Elings & Waibel (2007) 	
Week 8	<p>INFORMATION ARCHITECTURE</p> <ul style="list-style-type: none"> ➤ Architecture Overview ➤ Application Software ➤ Identifiers, Handles & DOIs ➤ Protocols ➤ Interoperability ➤ Security <p>Readings:</p> <ul style="list-style-type: none"> ➤ Arms et al. (1997) ➤ Reilly & Tupeol-Schneck (2010) ➤ Witten et al. (2001) 	<p>Comparative Analysis Exercise (10pts)</p> <p>DLIS Fall Symposium Extra Credit Presentation (10pts)</p>
Week 9	<p>USER BEHAVIOR/INTERACTIONS</p> <ul style="list-style-type: none"> ➤ Information Needs/Relevance ➤ Online Info Seeking Behavior & Search Strategies ➤ Sharing, Networking, Interchange ➤ Interaction Design & Usability Assessment ➤ Information Summarization & Visualization <p>Readings:</p> <ul style="list-style-type: none"> ➤ Bollen & Luce (2002) ➤ Borgman (2000), Ch. 5 ➤ Covey (2002) ➤ Kenny et al., (2003) 	<p>DL Narratives (5pts)</p>
Week 10	<p>INFORMATION SERVICES</p> <ul style="list-style-type: none"> ➤ Indexing & Searching ➤ Image Retrieval ➤ References Services ➤ Recommender Systems ➤ Routing ➤ Web Publishing ➤ Crawling <p>Readings:</p> <ul style="list-style-type: none"> ➤ Janes Ch. 4 (2003) ➤ Penka (2003) ➤ Lavoie, Henty & Dempsey (2006) ➤ Lossau (2004) 	<p>DL Descriptive Metadata (5pts)</p>

	<ul style="list-style-type: none"> ➤ Monnich & Spiering (2008) 	
Week 11	<p>PRESERVATION</p> <ul style="list-style-type: none"> ➤ Web Archiving ➤ Sustainability ➤ File Formats, Transformation, Migration <p>Readings:</p> <ul style="list-style-type: none"> ➤ CLIR (2004) ➤ Hamilton (2004) ➤ Henty (2007) ➤ Rosenthal et al., (2005) 	Discussion Question 3 (5pts extra credit)
Week 12	<p>MANAGEMENT & EVALUATION</p> <ul style="list-style-type: none"> ➤ Project Management ➤ DL Case Studies ➤ DL Evaluation & User Studies ➤ Bibliometrics & Webometrics ➤ Legal Issues ➤ Cost/Economic Issues ➤ Social Issues <p>Readings:</p> <ul style="list-style-type: none"> ➤ Arms Ch. 6 (2000) ➤ Covey (2005) ➤ Coyle (2004) ➤ Holley (2010) ➤ Lesk Ch. 9 (2005) ➤ Lynch (2003) ➤ Witten (2004) 	AS-L Project Final Review (10pts)
Week 13	<p>NO CLASSES</p> <ul style="list-style-type: none"> ➤ Thanksgiving Break 	---
Week 14	<p>DL EDUCATION & RESEARCH</p> <ul style="list-style-type: none"> ➤ Future of DLs ➤ Education for Digital Librarians ➤ Conceptual Frameworks, Models, Theories, Definitions ➤ DL Research Initiatives <p>Readings:</p> <ul style="list-style-type: none"> ➤ Borgman (2001) ➤ Choi & Rasmussen (2006) ➤ Digital Library Toolkit Ch. 9 (2003) 	<p>Final DL Project (final pts tallied)</p> <p>AS-L Post-Reflection (5pts)</p>
Week 15	<p>FINAL EXAM WEEK</p> <ul style="list-style-type: none"> ➤ Final Projects Due 	Final (ePortfolio) (20pts)

Bibliography:

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Seeing Standards: A Visualization of the Metadata Universe located at <http://www.dlib.indiana.edu/~jenrile/metadatamap>

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[Metadata Standard Glossary, Poster Form \(PDF\)](#)

[Metadata Standard Glossary, Pamphlet Form \(PDF\)](#)

Harpring, Patricia (2010). [Introduction to Controlled Vocabularies: Terminology for Art, Architecture, and Other Cultural Works](#).

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Week 1: Introduction

Besser, H. (2003). *Introduction to imaging* (rev. ed.). Los Angeles, CA: Getty Research Institute. Available at http://www.getty.edu/research/conducting_research/standards/introimages/index.html

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Rayward, W. B. (1998). Electronic information and the functional integration of libraries museums, and archives. In E. Higgs (Ed.), *History and Electronic Artefacts* (pp. 207-224). Oxford: Oxford University Press.

Week 2: History of Digital Libraries

Angel, C. M. (2011). Gap analysis of the University of South Carolina’s Digital Collections Department. *OCLC Systems & Services Information*, 27(2). 99-112. doi: <http://dx.doi.org/10.1108/10650751111135409>

Greenstein, D. & Thorin, S. (2002). *The digital library: A biography*, Council on Library and Information Resources, Digital Library Federation, Washington, DC, available at: www.clir.org/pubs/reports/pub109/pub109.pdf

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Week 3: Conceptual Models, Frameworks & Definitions

Borgman, C. L. (1999). What are digital libraries? Competing visions. *Information Processing & Management*, 35(3), 227-243.

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Week 4: Digital Objects I – The Basics

Library of Congress (2007). *Technical standards for digital conversion of text and graphic materials*. Retrieved from <http://memory.loc.gov/ammem/about/techStandards.pdf>

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Week 5: Digital Objects II – File Formats, Transformation & Migration

Arms, C. R. & Fleischhauer, C. (2007). *Sustainability of digital formats: Planning for Library of Congress Collections*. Located at <http://www.digitalpreservation.gov/formats/index.shtml>

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Week 6: Collection Development

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Week 7: Knowledge Organization

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Week 8: Information Architecture

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Week 9: User Behavior/Interactions

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Week 10: Information Services

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Week 11: Preservation

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Week 12: Management & Evaluation

Arms, W. Y. (2000). *Digital libraries*. Cambridge, MA: MIT Press. **Chapter 6**

Covey, D. T. (2005). *Acquiring copyright permission to digitize and provide open access to books*. Washington, DC: DLF, CLIR. Available at <http://www.clir.org/pubs/reports/pub134/pub134grey.pdf>

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Week 13: No Classes – Thanksgiving Break

Week 14: Digital Library Education & Research

Borgman, C. L. (2001). Where is the librarian in the digital library? *Communications of the ACM*, 44(5), 66-67.

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Week 15: Final Exam Week

New York State Education Department Requirements

1. Contact Hours – 30 hours

Comprised of the following:

- Periodic announcements/discussion posts by the instructor
- Lecture (online or face to face)
- Monitoring group discussions
- Reviewing assignments
- Advising on semester projects
- Email interaction

2. Supplementary Hours – 120 hours

Comprised of the following:

- Assigned reading
- Weekly assignments (individual and group)
- Research for semester projects
- Presentations (online or face to face)
- Academic Service-Learning projects (where appropriate)