COURSE SYLLABUS

LIS 512: Information, Reference, and Mediographic Services

Spring 2015

Instructor: Gail Johnston

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COURSE INFORMATION

Textbook Required


Course Description

This course is a detailed study of the basic and most useful reference sources and instruction in their use as they apply to the school library situation.

Course Learning Outcomes

This course focuses on competencies that are assessed for the Texas school librarian certification.

Domain I: Teaching, Learning, and the School Library Environment:

Competency 001: (Teaching and Learning in the School Library Program)

The school librarian understands teaching and learning processes and promotes the integration of curriculum, resources, and teaching strategies to ensure all students’ success as creators and users of ideas and information.

Domain III: Librarianship, Information Science, and Technology
Competency 005: (Librarianship and Information Science)

The school librarian applies knowledge of librarianship and information science to help the school community locate, evaluate, and use information to solve problems and to encourage lifelong reading and learning.

Competency 006: (Information Access and Technology)

The school librarian uses and integrates technology, telecommunications, and information systems to enrich the curriculum, enhance learning, and promote the success of the school community.

The student will:

- evaluate print, nonprint, and electronic information resources
- identify the appropriate resource to meet an information need
- utilize appropriate resources to answer reference queries effectively
- conduct and analyze reference interviews

**Instructional / Methods / Activities Assessments**

This course requires:

- reading and analyzing textbook chapters, articles, and other online materials
- online interactions with classmates and the instructor
- interaction with school librarians for specific assignments

Our class week begins on Monday, so assignments are due by 11:59 pm on the following Sunday. Specific days will be assigned for discussions so that everyone will have the opportunity to fully participate in the discussions.

At the beginning of the course, select a school librarian with whom you can collaborate. If you are currently a librarian, you may use your own library collection for the assignments.

All work will be assigned and submitted through eCollege, the TAMU-Commerce online platform. All student work should be submitted following the directions given in the assignment content area.

Due dates are announced with each assignment. Due the abbreviated course schedule, late work will not be accepted under any circumstances. Be sure to allow adequate time each day to read the materials and complete the assignments. We must go at a fast
pace to complete all of the course objectives, and you will not be able to complete the assignments at the last minute.

Since this is a graduate course, students will be held to a high standard of performance. Written communications should be free of spelling and grammatical errors.

**TECHNOLOGY REQUIREMENTS**

The following are basic requirements for this course:
- Access to a personal computer with word processing software and web browser
- Intermediate word processing and web navigation skills
- Internet access

**ACCESS AND NAVIGATION**

Your eCollege course is accessed through your myLEO account. Technical support is available through the Tech Support tab at the top of the eCollege web page.

**COMMUNICATION AND SUPPORT**

**Interaction with Instructor Statement**

I will be available by phone and e-mail Monday-Friday between the hours of 8:00 am and 5:00 pm. I will check e-mail occasionally on evenings and weekends. Be sure to start your assignments early so that you have the opportunity to ask questions in a timely manner.

**UNIVERSITY PROCEDURES/POLICIES**

**ADA Statement**

**Students with Disabilities**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services**
Texas A&M University-Commerce
Gee Library- Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu

**Student Conduct**
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*).