University of Wisconsin – Milwaukee  
School of Information Studies  

INFOST 110 Section 201  
Introduction to Information Science & Technology  
Spring 2018  

Instructor  
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Office: NWQ-B 6488 Office hours: Online or by appointment  

General Description  
This course introduces basic issues in information science and information studies, including the nature of information, information services, information professions, information policy, information ethics, and the complex relationships between information technologies and society.  

Objectives  
1. Combine theory and everyday examples to provide a broad-based introduction to the field of information science and information studies.  
2. Connect current information-based institutions and technologies to their historical roots and with their cultural, political, and economic settings.  
3. Investigate the impact of the development of technology on access to and use of information and the changes that this development causes in the structure and operation of society.  

Competencies  
Upon successful completion of the course, students will:  
1. Understand and be able to relate concepts of information science and information studies  
2. Describe various institutions and technologies for the organization, storage, and retrieval of information, and relate their cultural, social, and political impact  
3. Possess general knowledge of current issues in information technology, information organization, the information professions, information policy, and information ethics  

Method of Instruction & Learning  
Online class: Student self-directed viewing of recorded slide lectures, reading and viewing online films, completion of written and recorded assignments, participation in discussion.  

Prerequisites  
No specific course prerequisites.  

Workload  
This is a 3-credit, 100-level course that meets twice weekly for 2.5 hours of in-class interaction. The UWM guideline is 2.5 hours of work outside of class per credit so you can expect to spend 7-8 hours each week preparing for class or working on assignments, in addition to the course meeting time itself. That’s 9.5-10.5 hours a week in total. Time may vary per week, and depending on your own abilities.
# Course Schedule (subject to minor changes)

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Lecture Topic</th>
<th>Readings/Videos</th>
<th>Assignment</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1/22-1/28</td>
<td>1.1 Introduction &amp; Course Overview</td>
<td>Syllabus</td>
<td>Introduction</td>
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<td></td>
<td>1/29-2/4</td>
<td>2.1 The Information Society</td>
<td>Moore // Did you know?</td>
<td>Discussions</td>
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<td></td>
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<td>2.2 Information: Characteristics &amp; Flows</td>
<td>Barlow // Debons Ch. 1</td>
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<td></td>
<td>2/5-2/11</td>
<td>3.1 Fundamentals of Information Science</td>
<td>Information machine // Davis &amp; Shaw, Ch. 2</td>
<td>Discussions Assignment #1</td>
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<td></td>
<td></td>
<td>3.2 Information Professions</td>
<td>Bates // Selected Positions // SLA Competencies // The Rise of the Machines</td>
<td>Due 2/11</td>
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<tr>
<td>2</td>
<td>2/12-2/18</td>
<td>4 Information Access &amp; Digital Divides</td>
<td>Mathiesen // Making the Internet Affordable // Malcolm // Digital Inclusion</td>
<td>Discussion Assignment #2</td>
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<td>Due 2/18</td>
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<tr>
<td>3</td>
<td>2/19-2/25</td>
<td>5.1 Information Systems: A Brief History (online)</td>
<td>Lester &amp; Koehler Ch. 4 // D2L Links</td>
<td>Discussions</td>
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<td></td>
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<td>5.2 Information Systems: ADIK overview (online)</td>
<td>Debons Ch. 4 (69-79) // DIKW pyramid</td>
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<td>2/26-3/4</td>
<td>6.1 Information Systems: Data Acquisition</td>
<td>Debons Ch. 5 (81-91) // Kobie Berners-Lee TED talk // Bawden &amp; Robinson Ch. 6</td>
<td>Discussions Assignment #3</td>
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<td>6.2 Information Systems: Information Organization</td>
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<td>Due 2/25</td>
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<td>3/5-3/11</td>
<td>7.1 Information Systems: Data Transmission &amp; Networks</td>
<td>Debons Ch. 6 (99-116) // Videos FarmBot // After Moore's Law</td>
<td>Discussions Course Feedback Survey Due 3/11</td>
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<td>7.2 Information Systems: Computing (a case study)</td>
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<td>6</td>
<td>3/12-3/18</td>
<td>8.1 Knowledge Systems: Algorithms</td>
<td>Grimmelmann // O'Neill TED Lewis-Kraus // Harris TED // Chen</td>
<td>Discussion Assignment #4</td>
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<td>8.2 Knowledge Systems: Artificial Intelligence</td>
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<td>Due 3/18</td>
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<td>9</td>
<td>3/19-3/25</td>
<td>Spring Break</td>
<td>No coursework this week</td>
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<td>10</td>
<td>3/26-4/1</td>
<td>10 Knowledge Systems: Data visualization &amp; Display</td>
<td>Data visualization videos // information aesthetics // Walden</td>
<td>Discussion Assignment #5</td>
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<td>Due 4/8</td>
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<td>11.2 Knowledge Systems: Big Data</td>
<td>Age of Big Data video // Stephens-Davidowitz</td>
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<td>12.2 Social Issues: Information Privacy</td>
<td>Chew &amp; Stamm // Dwoskin &amp; Timberg // Greenwald TED</td>
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<td>14</td>
<td>4/23-4/29</td>
<td>14 Social Issues: Work &amp; the Future of Information</td>
<td>There’s an app for that // 3 video links</td>
<td>Discussion</td>
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<tr>
<td>15</td>
<td>4/30-5/6</td>
<td>15 Work on Projects</td>
<td>No readings or videos</td>
<td>Presentations Due 5/6</td>
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<tr>
<td>16</td>
<td>5/7-5/12</td>
<td>16 Final Project Presentations &amp; Viewing</td>
<td>View presentations in D2L</td>
<td>Reviews Due 5/12</td>
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Course Materials
No Required Textbook. All readings and links are available on D2L.

If you PREFER to read a book, we are using 4 chapters of Debons, A. (2008). Information Science 101. Lanham, MD: Scarecrow Press. 978-0810852891 I suggest you print out the readings if you are unable to read well on a screen. Even a complete coursepack (available as one download in the D2L course page), printed at a local printshop, should be less expensive than many textbooks.

Readings:


This list does not include the various web links and videos are often assigned as required viewing for some sessions; these are available via D2L. You are also encouraged to read (and improve) the relevant Wikipedia articles for each session or topic we cover.

Course Elements (read these carefully and completely)

1. Lectures
   a. Lectures will focus on the assigned reading, highlighting particular items and connecting content in the readings to other “real-world” examples. Students are expected to view each lecture, having already prepared for them by doing the assigned readings or viewings. Frequently, videos will be shown to complement the course material, and informal worksheets might be provided to help guide your learning.
   b. Attendance in this class is required. Online, this is measured by your engagement with course materials and your participation in discussions. Not engaging with course materials will negatively impact your grade. Not viewing the course lectures or other content will result in up to 1 point being deducted from your participation grade each week.
   c. Absences require the instructor’s approval in advance, and may require written documentation of medical or family emergencies. Multiple unexcused absences will be noted and will impact your “Attendance & Participation” grade. Simply emailing me to indicate you will be absent does not make it “excused.” Always seek a doctor’s note if you are ill, so I can make accommodations for you.

2. Participation & Discussion
   a. We will teach each other in this course; discussion is how we will do that. Thus each student is expected to actively and constructively participate in class in the discussion forums. Most weeks there are two discussion forums available in D2L. Students are expected to post in BOTH of these forums each week, and to respond to at least one other post per forum: this equals at least 4 posts most weeks. The discussion in this course is of paramount importance. Instead of having a final exam, this course considers ongoing discussion to be a primary way of both building and providing evidence for your increasing knowledge on this subject.
   b. Please post your initial post to each forum by THURSDAY night, so people have time to respond. Your follow-up posts are due by the end of Sunday each week.
   c. Two+ on-time and fully engaged posts in a forum is worth 1.5 points, or 1.5% of your grade. If you do not participate in the forums, your grade will suffer.
   d. In order to accomplish this objective, it is imperative that you prepare for class. Do the readings beforehand, think about the introductory comments posted to D2L each week, jot down some notes or questions to ask in class. As you read, take notes on what you might like to discuss.
   e. Most course sessions will include small group discussions and collaborative work. These small-group sessions are aimed at allowing you to give greater attention to fewer of your colleagues. The groups will rotate throughout the semester, so you are able to interact with a variety of people.

3. Assignments
   a. Students must submit six brief assignments during the semester. These are in essence a portfolio of works based on a chosen information system and will lead directly into the final project.
b. Assignment weeks are marked in the “Assignment” column of the course schedule. Students must submit their assignments on D2L by Sunday at 11:59 pm CST on the weeks indicated, with the exception of the Final Project (directions and due dates below and in the course schedule).

c. Four of the assignments are worth 5 points, 2 are worth 10 points each. Rubrics and examples will be made available for each.

d. Appropriate file formats for uploading written assignments to D2L: doc, docx, pdf, odt, odf, rtf, ppt, pptx. Ask if you are interested in submitting another format; I may or may not be able to open it. If I have a preferred format for a given assignment, I will inform you.

e. If you must submit an assignment after their published due dates, please contact me. Penalties for late submissions will be specified in each assignment’s rubric, but generally entails 10% of the grade being lost each day that the assignment is late.

5. Final Project & Presentation

a. A project exploring a contemporary information system in terms of the main themes of the course. This project will be developed in part through the assignments throughout the semester. Some partnerships and collaboration will be required.

b. Each partnership will select one of several contemporary information systems, based on their choice of information system throughout the semester. Each partnership will create a 10-12 minute recorded presentation, and the project videos will be posted on D2L by 5/6 for all students to watch. More details to be provided later in the semester.

c. Students need to watch all project videos posted on D2L, and review some of them by filing in a short review worksheet online (due by 5/12). In the worksheet, student will review their own and at least two other presentations (You’ll be assigned which presentations to review). Instruction for review and the rest of this project will be provided later in the semester.

Course Policies

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<th>Credit Breakdown:</th>
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<tbody>
<tr>
<td>Participation</td>
<td>30%</td>
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<tr>
<td>Assignments</td>
<td>40%</td>
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<tr>
<td>Final Project Presentation</td>
<td>30%</td>
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<tr>
<td>Project presentation</td>
<td>25%</td>
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<tr>
<td>Project review paper</td>
<td>5%</td>
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<tr>
<th>Grading Scale:</th>
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<tbody>
<tr>
<td>A  94-100</td>
<td>C  74-77</td>
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<tr>
<td>A- 91-93</td>
<td>C- 71-73</td>
</tr>
<tr>
<td>B+ 88-90</td>
<td>D+ 68-70</td>
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<tr>
<td>B  84-87</td>
<td>D  64-67</td>
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<tr>
<td>B- 81-83</td>
<td>D- 60-63</td>
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<tr>
<td>C+ 78-80</td>
<td>F  0-59</td>
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Technology Requirements

- You will need access to an appropriate computer with a broadband Internet connection. Note that it is your responsibility to ensure you have a reliable computer for use during the course. Ongoing “computer problems” will not be considered a legitimate excuse for missing course activities. But please do let me know about any technical problems you are having; I will try to help.

- D2L technology assistance can be sought at [https://uwm.edu/cetl/services/get-help/](https://uwm.edu/cetl/services/get-help/) or SOIS’s Tech department may be able to help you: [http://uwm.edu/informationstudies/resources/it/](http://uwm.edu/informationstudies/resources/it/)

- Since all UWM students are granted free access to Microsoft 365, all of the assignments for this course can be completed using this software suite, except the final presentation, which will require the use of a screen-capture program (some are available freely online, or students may use Camtasia, which can be accessed in the SOIS computer labs on campus).

- A working speaker is required to watch some video materials.
Atmosphere for Learning

Students are encouraged to participate in open and frank discussions of the course material, but are also expected to respect the opinions of other students and to engage in discussion and debates in a sensitive and respectful manner.

Special Considerations

Please don’t ask for extensions, make-up assignments, grade inflation, or extra credit (other than what might be offered to the entire class). The deadlines are clearly outlined and you are expected to meet those obligations. Here is UWM’s policy on “special consideration,” which I strive to follow closely:

Special Consideration. The principle of equal treatment of all students shall be a fundamental guide in responding to requests for special consideration. No student should be given an opportunity to improve a grade that is not made available to all members of the class. This policy is not intended to exclude reasonable accommodation of verified student disability, or the completion of work missed as the result of religious observance, verified illness, or justified absence due to circumstances beyond the student's control.

(http://www4.uwm.edu/secu/policies/saap/upload/S29.htm)

If you feel you have received a grade that is not commensurate with the excellence of your work, please feel free to contact me WITHIN ONE WEEK of the grade being issued. If, with fresh eyes, I find that your work merits a different grade than the first one, I will change it, for better or worse. I may also contact a colleague and ask them to look over your (anonymized and unmarked) work. The determination of the second grading, even if it lowers your grade, will be final. NO grade adjustments will be considered after the week has passed, nor will ANY grade adjustments be made at the end of the semester for any reason aside from the special circumstances outlined above.

Contacting Me

By email: I will respond to class-related emails during normal work hours, and will generally reply the same day as received (an e-mail sent after working hours, however, may not be replied to until the next morning). Please be sure to use your UWM e-mail account, identify yourself and the course, and always use proper and professional e-mail etiquette and modes of address.

In person: I am often available to meet in person by appointment.

UWM and SOIS Academic Policies

The following links contain university policies affecting all SOIS students. Many of the links below may be accessed through a PDF-document maintained by the Secretary of the University: http://www.uwm.edu/Dept/SecU/SyllabusLinks.pdf.

Undergraduates may also find the Panther Planner and Undergraduate Student Handbook useful (http://www.uwm.edu/Dept/OSL/DOS/Handbook2005-06.pdf). For graduate students, there are additional guidelines from the Graduate School (http://www.uwm.edu/Dept/Grad_Sch/StudentInfo/), including those found in the Graduate Student and Faculty Handbook: http://www.uwm.edu/Dept/Grad_Sch/Publications/Handbook/.

Students with disabilities. If you will need accommodations in order to meet any of the requirements of a course, please contact the instructor as soon as possible. Students with disabilities are responsible to communicate directly with the instructor to ensure special accommodation in a timely manner. There is comprehensive coverage of issues related to disabilities at the Student Accessibility Center (http://www.uwm.edu/Dept/DSAD/SAC/MainOffice.html), important components of which are expressed here: http://www.uwm.edu/Dept/DSAD/SAC/SACltr.pdf.

Religious observances. Students’ sincerely held religious beliefs must be reasonably accommodated with respect to all examinations and other academic requirements, according to the following policy: http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S1.5.htm. Please notify your instructor within the first three weeks of the Fall or Spring Term (first week of shorter-term or Summer courses) of any specific days or dates on which you request relief from an examination or academic requirement for religious observances.
- Students called to active military duty. UWM has several policies that accommodate students who must temporarily lay aside their educational pursuits when called to active duty in the military (see http://www3.uwm.edu/des/web/registration/militarycallup.cfm), including provisions for refunds, readmission, grading, and other situations.

Incomplete. A notation of “incomplete” may be given in lieu of a final grade to a student who has carried a subject successfully until the end of a semester but who, because of illness or other unusual and substantial cause beyond the student’s control, has been unable to take or complete the final examination or some limited amount of other term work. An incomplete is not given unless the student proves to the instructor that s/he was prevented from completing course requirements for just cause as indicated above (http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S31.pdf).

Discriminatory conduct (such as sexual harassment). UWM and SOIS are committed to building and maintaining a campus environment that recognizes the inherent worth and dignity of every person, fosters tolerance, sensitivity, understanding, and mutual respect, and encourages the members of its community to strive to reach their full potential. The UWM policy statement (http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S47.pdf) summarizes and defines situations that constitute discriminatory conduct. If you have questions, please contact an appropriate SOIS administrator.

Academic misconduct. Cheating on exams and plagiarism are violations of the academic honor code and carry severe sanctions, ranging from a failing grade for a course or assignment to expulsion from the University. See the following document (http://www.uwm.edu/Dept/OSL/DOS/conduct.html) or contact the SOIS Investigating Officer (currently the Associate Dean) for more information.

Complaints. Students may direct complaints to the SOIS Dean or Associate Dean. If the complaint allegedly violates a specific university policy, it may be directed to the appropriate university office responsible for enforcing the policy.

Grade appeal procedures. A student may appeal a grade on the grounds that it is based on a capricious or arbitrary decision of the course instructor. Such an appeal shall follow SOIS appeals procedures or, in the case of a graduate student, the Graduate School. These procedures are available in writing from the respective department chairperson or the Academic Dean of the College/School (http://www.uwm.edu/Dept/SecU/acad%2Badmin_policies/S28.htm).

Examinations, Finals. The Secretary of the University is authorized to prepare the final examination schedule. The time of the final examination for an individual or a class may be changed only with the prior approval of the dean or director of the respective college/school. The change will involve a postponement to a later date. For individuals with exam conflicts, a separate week at the very end of the exam week will be reserved to take one of the conflicting exams (http://www.uwm.edu/Dept/SecU/acad+admin_policies/S22.htm).

D2L and Student Privacy: Certain SOIS courses utilize the instructional technology Desire to Learn (D2L) to facilitate online learning. D2L provides instructors the ability to view both individual data points and aggregate course statistics, including the dates and times individual students access the system, what pages a student has viewed, the duration of visits, and the IP address of the computer used to access the course website. This information is kept confidential in accordance with the Family Educational Rights and Privacy Act (FERPA), but may be used for student evaluation.