APPENDIX G

Illustrative Assignments from Required Courses:
LIS 501 Information Organization and Access and LIS 502 Libraries, Information and Society

LIS 501 Information Organization and Access
Final Project

Web-based Collection Report: Genre-specific considerations
(completed by groups of 4-5)

Your information organization has received a grant to develop a small collection, and your group has been put in charge of managing the grant. All of the items in the collection will be of a single genre or type of material of your choice and it is a medium that your organization has not handled before. As a first step, your group has been asked to prepare a web-based report that explores the important issues and approaches to dealing with this collection. You will post the URL of the report on the last day of class to the forum set up for this purpose. You will choose one group member to do a short live presentation on the project during the final class period.

In organizing the group to complete this project, it will probably work best for each member of the group to take primary responsibility for one of the topics. Once the individual areas of responsibility have been worked out, each individual investigates his/her topic and puts together the webpage(s) needed to convey the desired information (e.g., preservation of this type of material).

Once completed, group members submit the URL’s of their page(s) to the group member who has volunteered to serve as Webmistress/Webmaster. This person will put together a simple introductory page that points to the individual pages. Once the central page points to the individual pages, an online report with distinct sections discussing each topic has been created.

Possible genres include:
- Art
- Biological specimens
- Comics/Graphic novels
- Cookbooks
- Datasets
- Fiction
- Folklore
- Games
- Genealogical resources
- Institutional records
- Legal materials
- Maps
- Music
- Oral histories
- Personal papers
- Photos
- Picture books
- Rare books
- Software
- Toys
Resources that will be useful to you as background for completing this assignment include:

Arizona State Library, Archives & Public Records Collection Development Tutorial
http://www.lib.az.us/cdt/


**Required components:**

**Report: (15 points)**

Organize your web-based report around the pertinent topics of this course:

- use and users (who are they/what are their information seeking needs)
- collections (what type of collection material is proposed, what are the likely sources, what type of use is anticipated)
- organization (item description/metadata scheme and physical arrangement of items)
- subject access (subject vocabulary, classification, controlled or uncontrolled)
- preservation (preservation considerations and strategies for this material)

Include your own findings and analysis as well as relevant resources for someone interested in learning more about organization of and access to this type of material. Post the URL for the final report to the forum created for this purpose on the day of your presentation.

**Individual component: (5 points)**

The day of your presentation each group member will turn in a brief summary (no more than one page) of your own observations about the project itself. Note any elements of the project to which you directly contributed, anything that you think went especially well, or that you would have liked to do differently. Submit this through Moodle.

To assist students in completing the assignment, LIS Librarian Sue Searing gives a presentation on “Sources of Information in Library and Information Science” and has created a companion LibGuide (http://uiuc.libguides.com/LIS501SourcesOfInfoInLIS).
LIS 502 Libraries, Information and Society
Policy Tracking Paper

Purpose:
The Policy Tracking Paper provides an opportunity to consider a current LIS issue and dig into some library resources while thinking about how you present information in a succinct and useful manner. This is a very practical assignment requiring research skills and the abilities to analyze and synthesize, set limits and establish priorities, and advise on information strategies.

Assignment:

To provide experience in researching legislation and important issues impacting the information professions, you are to select one of the topics below and prepare a written report that you would present to your institution's administration, fellow professionals, or the public to explain the relevance to the information profession. The paper should be presented in three sections:

Section 1: A summary of the policy issue in question, indicating relevance to the information profession;

Section 2: A review of recent developments, up to the week before your assignment is due;

Section 3: Recommend a strategy for staying current on the issue you have reviewed. A bibliography of sources used should also be provided. This should not be the same as Section 3 of the paper.

Suggested Topics: 1) Freedom of Information Act; 2) U.S.Copyright Law, 3) Internet Filtering Law; or 4) Network Neutrality Legislation. (Alternative topics must be approved by instructor.)

To assist students in completing the assignment, LIS Librarian Sue Searing gives a presentation and has created a companion LibGuide on the Policy Tracking Paper (http://uiuc.libguides.com/LIS502Weech).