

# LSC 742 Library Technologies &

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## Project Management

Added by [Karen Huffman](#), last edited by [Karen Huffman](#) on Feb 15, 2009 (0)

**THE CATHOLIC UNIVERSITY OF AMERICA**

*School of Library and Information Science*

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## LSC 742: Library Technologies & Project Management

(CUA's Catalog Code: 8508)

- **Course:** [2009 Spring LSC 742 Home Page](#)
- **URL:** [http://wiki.sla.org/display/~khuffman/2009 Spring Home Page](http://wiki.sla.org/display/~khuffman/2009+Spring+Home+Page)
- **Dates & Times:** Monday, January 12, 2009 - Monday, April 27, 2009 (14 class meetings) from 4:10 - 6:40 PM
- **Location:** Marist, 208 ([Campus map](#))
- **Credit Hours:** 3
- **Prerequisite:** [LSC 555 - Information Systems in Libraries and Information Centers](#) (core requirement)

## Meetings

There are 14 scheduled class meetings based on [SLIS Spring 2009 Course Schedule](#). Class will meet 4:10 - 6:40 PM every from Monday, January 12 through Monday, April 27, 2009 with the following exceptions:

- No classes on the following Mondays: January 19 for MLK holiday, March 2 for spring break, and April 13 CUA closed after Easter.
- Alternative day for class meeting: Wednesday, February 25
- See the following calendars for more information: [SLIS Spring 2009 Course Schedule](#) and [CUA's Academic Spring 2009 Semester calendar](#) (PDF).

There will be extensive online and out-of-class work. We will use a variety of Web 2.0 tools to communicate and collaborate on ideas and projects with a wiki and blog-like area serving as our central means of online interaction and communication while reducing reliance on non-collaborative forms of communication such as email. Assignments, updates, administrative information and reminders will be posted to the wiki. Frequent, online participation is expected of all students.

## Instructor's Contact Information

Karen Huffman, MLS, Adjunct Professor, CUA | [Vitae](#)  
khuffman@ngs.org | 202.857.7061  
Office hours: As needed

## Description

This course provides students with strategies for evaluating, developing, and implementing information technologies and applications in public, academic and special libraries. Technologies covered may include traditional and non-traditional library catalogs; search engines; information, asset and knowledge management systems; and social and collaborative environments. The goals of the course are to

provide students with the resources and methodologies they will need to evaluate, select, develop, and manage systems. This course builds on the foundations of the core courses and emphasizes organizational differences and the roles of information professionals. Guest speakers will share their stories and expertise. We are planning an exciting team experience, applying project management skills for developing Catholic University's presence in Second Life. Prerequisite: [LSC 555 - Information Systems in Libraries and Information Centers](#) (core requirement).

## Course Goals

This course is designed to accomplish the following:

- Develop 21st-century literacy, life-long learning, and critical thinking skills.
- Cultivate students' imagination, creativity, and passion for our profession through innovative learning opportunities.
- Look across libraries as well as related fields to learn (gain knowledge), understand (build comprehension), and synthesize (internalize) teachings through critical thinking and analysis, problem solving, collaboration, communication, and technacy (i.e., a comprehensive prowess in specific technologies as understood in the context of practical application) (*Multimedia & Internet @ Schools*, p. 21, March/April 2008; Wikipedia, accessed 6/21/2008).
- Build collaborative, investigative and presentation skills and techniques for developing project plans, technology inventories, and business cases for managing, marketing and selling your projects.
- Greening in class: Make information, resources, readings, etc., available online.

## Goals for Student Learning

At the conclusion of this course, students will be able to do the following:

- Explain a process for developing a strategic vision and set goals for evolving core products and services to best meet shifting user needs.
- Incorporate the systems development life cycle model (SDLC) when developing business cases for libraries, weighing the pros and cons of solutions including organizational policies, buy vs. build, hosted vs. locally installed, public access vs. privacy issues.
- Articulate core differences and similarities of how technologies are applied and projects developed by public, academic, special, and school media libraries.
- Examine through practical examples five core themes facing libraries today.

## Instructional Methods

This course will use a variety of formats and activities:

- Lecture and discussions based on readings and exercises.
- Live and virtual guest speakers sharing their experience and expertise.
- Hands-on exercises for knowledge and skill development using a variety of Web 2.0/3.0 tools such as wikis, blogs/micro-blogs, social bookmarking, etc.
- Collaborative learning through face-to-face and online environments.
- Team experience for developing a business model for Catholic University's Second Life experience.

These course activities will be conducted both face-to-face (in class) and online (primarily using a wiki, blog, and other Web 2.0 tools). Students will need broadband access to the Internet and are expected to be online regularly, participating in online discussions, project-building modules, and virtual meetings.

## Team Experience: Catholic University's Second Life (SL) Sim, or Island.

By applying project management skills to a practical application, the entire class will work as a team to brainstorm ideas, develop a project plan, collaborate on a business case, establish a budget, capture stories from practitioners, model ideas (including eLearning, virtual classrooms and distance education), present findings, etc., for building a presence for Catholic in SL.

## Course Structure (or Building Blocks)

Modeled after LSC 555, there are four broad modules in this course.

<b>Framework</b>	Overviews and perspectives of tools currently in use by libraries.
<b>Technologies and impact</b>	Discussions on specific tools. Lectures will be enhanced through guest speakers' stories. System development life cycle (SDLC) will be applied to class lectures on selected applications.
<b>Project management</b>	Through practical application and hands-on exploration of multiple collaborative and social networking tools as a way to learn about and internalize Web 2.0/3.0 tools as well as to manage overall communication, discussions, and collaboration on individual and team projects.
<b>Evaluation and analysis</b>	Review and evaluate what we have learned including the pros and cons of the course methodologies used.

## Course Schedule

Week	Meeting Date	Topics	Guest Speakers**	Major Assignments
1	Monday, January 12	<b>Framework:</b> <a href="#">Introductions and overview</a>		Set up accounts. Purchase <a href="#">Logitech USB-based headset</a> (\$39.99)
2	Monday, January 26	<b>Framework:</b> <a href="#">Strategic management issues</a> as it relates to library technologies and project management	Sam Clay	
3	Monday, February 2	<b>Project management:</b> <a href="#">Project management and planning</a>	Christina de Castell ( <a href="#">WC</a> )	
4	Monday, February 9	<b>Technologies and impact:</b> <a href="#">Intranets and Internet</a>	Aaron Krebeck	Due: <a href="#">What's Your View</a> (Nathan & Dawn)
5	Monday, February 16	<b>Technologies and impact:</b> <a href="#">Traditional and non-traditional library catalogs</a>	Deb Hunt (Podcast)	Due: <a href="#">What's Your View</a> (Meghan & Julie)
6	Monday, February 23	<b>Technologies and impact:</b> <a href="#">Information, assets, and knowledge management systems</a>	Richard Huffine	
7	Wednesday, February 25	<b>Project management:</b> <a href="#">Second Life experience</a>	Jeanne Holm (SL)	
8	Monday, March 9	<b>Technologies and impact:</b> <a href="#">Search engines and beyond</a>	Dave Forbes	Due: <a href="#">Themes in Library Technologies</a> (All) Due: <a href="#">What's Your View</a> (Joanna & Matt)
9	Monday, March 16	<b>Project management:</b> <a href="#">Forecasting, planning, and implementing</a>	Stacey Greenwall ( <a href="#">WC</a> )	Due: <a href="#">What's Your View</a> (Albert)
10	Monday, March 23	<b>Technologies and impact:</b> <a href="#">Distance education, digital reference, and eLearning</a>		Due: <a href="#">What's Your View</a> (Kristin & Bianca)
11	Monday, March 30	<b>Evaluation and analysis:</b> <a href="#">Evaluation models</a> including narrative techniques, after action reviews (AAR) and anecdotal learning	Peter Hobby	

12	Monday, April 6	<b>Technologies and impact:</b> <a href="#">Web 2.0 and an exploration of participatory models</a>		Due: <a href="#">What's Your View</a> (Jennifer & Rona) Due: <a href="#">My Top Picks</a>
13	Monday, April 20	<b>Project management:</b> <a href="#">Keeping your expertise and skills current</a>	Panel Discussion	
14	Monday, April 27	<b>Evaluation and analysis:</b> <a href="#">Final projects and presentations</a>		Due: Second Life for CUA Team Project

**\*\*Legend:**

- WC: Speaker will present remotely via [Nitle's Marratech Web conferencing application](#) (URI: <http://meet.nitle.org/nitle.html>) or similar tool.
- Podcast: Pre-recorded audio file (MP3 format).
- SL: Class will meet in Second Life.

## Grading

### Readings and participation (50 pts)

- Participation in class as it relates to topics discussed. Sharing ideas from weekly readings, research, and exercises. (15 pts)
- Completion of weekly exercises including lessons learned, management of your ideas, compilation of notes, projects, etc. (20 pts)
- Deep learning: Initiative, leadership, engagement, analysis, critical thinking in online discussions. (15 pts)

### Projects (30 pts)

- **What's *Your* View?** (30-minute co-led discussion): Critical analysis and review on topic selected. (10 pts)
- **Themes in Library Technologies** (10 pages): Develop a survey to gather statistics on technologies and tools used within four different types of libraries. Discuss core themes that surfaced in library technologies including how libraries review, evaluate, select, implement, maintain, and manage systems. Include survey of questions. Plan to present your key findings in class. (10 pts)
- **My Top Picks** (5-7 pages): Evaluate the value of the participatory, collaborative, and interactive applications you explored in class and on your own and describe which ones you think Libraries should embrace and why. Of the tools that you've explored, you can also discuss which ones would not work well in a library and why. In-class presentation and discussion of key ideas. (10 pts)

### Team experience (20 pts)

- Presentation (pairs) (5 pts)
- Individual part of the presentation (5 pts)
- Business case: Contributions, engagement, management of pieces, and recommendations (Entire class for submission to TBD: 10-15 pages max + 2-page executive summary) (10 pts)

### Labels

[mls](#), [course](#), [outline](#), [speakers](#), [grading](#), [technologies](#), [project management](#)

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