



Revised Draft
COURSE SYLLABUS

COURSE NUMBER AND TITLE:

EDLS 4990 Section 476 - 'Grey Literature' Special Topics Title in Library Science 3 credit hours (A Distance Education Course via the Metropolitan College; UNO)

INSTRUCTOR:

Dr. Dominic J. Farace
Director TextRelease/GreyNet, Grey Literature Network Service

MEETING DAY/TIME:

All correspondence between the Student and Instructor is via email and Internet

CATALOG DESCRIPTION:

Prerequisite: The field of grey literature is related to subject areas such as Library and Information Science, Communication, Media, and Publishing. Prior course credit in one of these disciplines or consent of the department in which the student is registered is required. Grey Literature is information produced and distributed on all levels of government, academics, business and industry in electronic and print formats not controlled by commercial publishing i.e. where publishing is not the primary activity of the producing body.

ADDENDUM DESCRIPTION:

The course examines the development of this field of information, definitions and terminology, as well as specific types of grey documents, collections, and organizations involved. The aspects of production, processing, distribution, and promotion are dealt with. Problems facing grey literature and the creative and unique solutions to these are explored. Finally, applications and uses of grey literature for R&D purposes are dealt with.

TEXTS, TEACHING MATERIALS, AND OTHER RESOURCES:

A Selection of Journal Articles, Conference Papers, PowerPoints, and supplementary Handouts comprise the e-Reader for this course. The Index for the e-Reader (PDF) will be emailed to students registered for the course. The full-text documents can be accessed online via the EBSCO LISTA-FT Database. This resource is available through the UNO Library.

REQUIRED READING:

Students are expected to read all materials assigned on the Reading List.

EVALUATION / ASSESSMENT:

The final course grade will be based on three (3) written assignments. Each will weigh evenly in computing the final course grade. Therefore, each assignment will determine 33% of the final course grade. The **first assignment** is an open-ended test consisting of 10 questions each worth 10 points. The questions will be based on the required readings list. The **second assignment** is a case study to be carried out by the student. The **third assignment** is a research proposal that will be drafted by the student. The final grade will be determined by the sum of the three assignments divided by 3. If a student needs to discuss their performance further, they can contact the instructor via email.

GRADING SCALE:

90 or more = A; 89 80 = B; 79 70 = C; 69 60 = D; less than 59 = F

LATE ASSIGNMENTS:

Students who have a "valid medical excuse" will be allowed to turn in an assignment later than the due date; however, all three assignments must be completed by the last day of the semester. If a student wishes to drop the class, it is the student's responsibility to contact the Records Office and initiate drop procedures.

UNO POLICIES:

Students must conduct themselves in appropriate manner and abide by all policies outlined by UNO Judicial Code (http://www.uno.edu/%7Est1f/Policy%20Manual/judicial_code_pt2.htm). Cheating, plagiarism, and academic misconduct will not be tolerated.

Students who are disabled and require special support services should contact the Office of Disability Services at 280-6222. Special accommodations will be provided if necessary.

OFFICE AND HOURS:

I'm accessible to students from Monday through Friday. Feel free to email me in order to discuss your performance, course materials, concerns with one of the assignments, or just to "chat". Please note that my office is physically located in Amsterdam, The Netherlands and is 7 hours later than New Orleans time. My full address information is as follows:

TextRelease/GreyNet
Grey Literature Network Service
Javastraat 194-HS
1095 CP Amsterdam
The Netherlands

Tel/Fax: +31(0)20-331.2420

Email: dfarace@uno.edu

SEMESTER OUTLINE

The semester is divided into three relatively equal periods each culminating with a written assignment. Each period is progressively linked to one another. Together they comprise as it were a triptych in which information, knowledge, and understanding of grey literature are acquired and utilized. The **first period** is the assigned readings, whereby the student gains a ready knowledge base in this field of information. The **second period** enables the student to use this newly acquired knowledge in carrying out a case study of choice, where grey literature stands central. While the approach to the case study is mainly descriptive, the student is expected to assess the investments made and the uses and applications derived by the organization and/or collection under study. The **third period** concludes with a research proposal drafted by the student in which he/she formulates a working hypothesis. The student seeks to explore some aspect of grey literature that warrants further investigation. Perhaps this could be done based on the assigned readings, the case study, or the student's own involvement in grey literature. While the research proposal is not expected to actually be implemented during the time allotted for the course; what is expected is a clear statement of the goal of the research, the method/procedure to be undertaken, anticipated results, and a list of sources/resources that would require referencing. The proposal should likewise be constructed and formulated in a coherent manner as to substantiate the intended research.

SCHEDULE

The **first period** in the semester begins with the receipt of the course syllabus, the assigned readings, and other e-handouts. The first period concludes with an open-ended test, which the student receives via email from the instructor on a date stipulated in the final schedule; the student will then have 24 hours to complete the written assignment and return by email to the instructor. The student will receive notification of his/her grade within a week of the test; and, this will constitute the mid-term grade.

The **second period** in the semester begins with the submission to the instructor of a draft outline on which the student indicates his/her choice of case study along with its parameters. Information pertaining to this assignment is included among the e-handouts and should be completed by the student no later than a week after the open-ended test. The second period concludes with the submission of the student's case study; and, notification of the grade will follow within a week of its receipt.

The **third period** in the semester begins with the student's submission of an outline of the research proposal. Information pertaining to this assignment is included among the e-handouts. The outline should be received no later than a week after the deadline for submission of the completed case study. The third/final period in the semester concludes with the receipt of the student's draft research proposal. Notification of the student's grade for this assignment will be made known no later than the date set by the University for posting/reporting Final Grades.

Weekly Overview - Fall Semester, August 20th to December 7th 2007

Week N°.	Due Date:	Assignment:
#34 Aug. 20-24	Aug. 20	Assigned/Required Readings <i>Students receive the syllabus, assigned readings, and other e-handouts</i>
#35 Aug. 27-31	-	Assigned/required readings ...
#36 Sep. 3-7	-	Assigned/required readings ...
#37 Sep. 10-14	-	Assigned/required readings ...
#38 Sep. 17-21	Sep. 20 Sep. 21	Students receive an Open-ended test via email; Students return completed tests to instructor via email
#39 Sep. 24-28	Sep. 28	Students receive notification of their test grades; Students submit a draft outline of their case studies
#40 Oct. 1-5	-	Case study ...
#41 Oct. 8-12	-	Case study ...
#42 Oct. 15-19	-	Case study ...
#43 Oct. 22-26	Oct. 26	Students submit their completed case studies to the instructor
#44 Oct/Nov 29-2	Nov. 2	Students receive grade notification for their case studies; Students submit outlines of their Research Proposals
#45 Nov. 5-9	-	Research proposal ...
#46 Nov. 12-16	-	Research proposal ...
#47 Nov. 19-23	-	Research proposal ...
#48 Nov. 26-30	Nov. 30	Students submit their draft research proposals to the instructor
#49 Dec. 3-7	Dec. 7	Students receive grade notification for their research proposals along with their final semester grades