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-  GSLIS Advising Area (ADVISING)
-  Introduction to Doing Social Science Research in LIS (LIS590REL)
-  LISMoodle 101 (MOODLE101)
-  Metadata in Theory & Practice (LIS590MD)

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## **COURSE REQUIREMENTS**

The class is scheduled for 6:45 to 8:45 p.m. (CST) on Thursdays. All classes (including the on-campus session) are required. The on-campus session will be Saturday, June 7, from 9:00 a.m. to 4:00 p.m.

Assigned required readings are drawn from your textbook and online reserves. Evidence of your reading activity (including the readings you select) should be reflected in your responses to discussion questions and participation in classes.

There are three components that make up your grade: required exercises, participation, and an evaluation design project. The various components add up to 100 points. This means that required exercises are worth 55 points, participation 10 points, and final evaluation design project 35 points.

**REQUIRED EXERCISES (55%).** Three exercises are assigned: an evaluation review, the evaluation methods group project, and

analysis of narrative responses exercise. Due dates are listed in the class schedule. More detailed descriptions of each assignment are in the next section.

#### **PARTICIPATION (10%).**

There are two key elements that make up this grade: the extent of participation in class and the quality of your posted comments. You will need to post your responses to **all** discussion questions and attend the live classes. A quality posting shows originality and reflection, evidence of consideration of other student responses, and references to your reading (required and independent selections).

#### **EVALUATION DESIGN PROJECT (35%).** This assignment allows you to focus on a specific situation of your choice. Based on the situation and setting, the evaluation design needs to include the following elements:

1. Brief description of the situation/service and setting you plan to evaluate.
2. The purpose(s) of the evaluation, including the evaluation questions guiding

the study, and key audiences (stakeholders) for the evaluation results. Include a description of how you plan to communicate evaluation results to stakeholders.

3. The kinds of information needed to meet your purposes.

4. Overview of the sources of information that can be used for the evaluation, including existing data sources and original data collection methods. For original data collection methods, include the rationale for choosing the method(s).

5. Design of instruments to be used for original data collection, with explanations of how they will be administered. Include cover letters and/or emails you will use to administer questionnaires and information on pretesting.

6. Resources needed to carry out the evaluation, including time estimates for major activities.

Five (5) of the total 35 points will be used to grade the class presentation on your evaluation design. A week prior to your presentation you will post an outline of your evaluation project.

## **REQUIRED EXERCISES**

The **evaluation review** (20%) allows you to learn more about evaluation activities in one area of library and information science, based on your own interests. You will choose a type of setting (e.g., school libraries) or a type of service (e.g., children's programming) and then identify three (3) evaluation articles/chapters in this area. These are readings on actual evaluations, not just readings on how to conduct an evaluation. After reading your selections, prepare a summary that includes the following:

1. Brief description the purpose(s) of each evaluation.
2. Overview of the types of methods used in each evaluation.
3. Key findings from each evaluation consolidated into three to five themes.
4. Conclusions, if any, that can be drawn across the evaluations you read.
5. Your reactions to the set of readings in terms of the quality and usefulness of the evaluations.
6. A bibliography of the items read for the assignment.

The **working with evaluation**

**methods** group project (20%) will be started during the on-campus class session. Building on what you have learned about evaluation methodologies, the group will work with a selected scenario. From this, the group will determine key information needs for the evaluation and design two evaluation instruments to collect data. Your group will share the results with the class and then, based on class and instructor feedback, refine the instruments. The final summary and two instruments will be posted on a 590EVL forum.

The **analysis of narrative responses** exercise (15%) uses a set of narrative responses to interview and/or survey questions. The data set will be posted after the on-campus session. Each student will code the responses, identify key themes from the responses, and prepare a numerical summary within each theme.

Assignments will be delivered by directly posting on LIS 590EVL forums.



[News and Announcements Forum](#)



[Live Session](#)

## June 8 - June 14

June 7

On-campus session 9:00 a.m. to  
4:00 p.m.

Principles of evaluation

Evaluation models

Evaluation methods

Using numbers for evaluation

Small group work

Narrative analysis

### READINGS

Library Evaluation (textbook),  
Chapters 1, 2, and 6

### ONLINE RESERVES



AN ACTION PLAN FOR OUTCOMES  
ASSESSMENT IN YOUR LIBRARY by Peter  
Hernon and Robert Dugan (ALA,  
2002). Chapter 6, pages 64 - 79.

**DEMONSTRATING RESULTS:  
USING OUTCOME  
MEASUREMENT IN YOUR  
LIBRARY** Rhea Joyce Rubin  
(ALA, 2006).

Chapter 1, The What, When,  
and Why of Outcome

Measurement, pages 1 - 18.

Tool Kit E, Data  
Preparation, Coding, and  
Processing,  
pages 107 - 109.

Glossary, pages 113 -  
116.

(These readings will be  
distributed at the on-campus  
session)

HOW LIBRARIES AND LIBRARIANS HELP by Joan Durrance and Karen Fisher (ALA, 2004). Chapters 1, 2, and 3, pages 3 - 30. (Chapter 1 will be distributed at on-campus session)

Poll, Roswitha, and Philip Payne. "Impact Measures for Libraries and Information Services." *Library Hi Tech* 24, no. 4 (2006): 547+ (Will be distributed at on-campus session)

Powell, Ronald R. "Evaluation Research: An Overview." *Library Trends* 55, no. 1 (Summer 2006): 102 - 120. (Will be distributed at on-campus session)

STAFFING FOR RESULTS by Diane Mayo and Jeanne Goodrich (ALA, 2002). Chapter 3, pages 42 - 60.

TELL IT! Manual by Douglas Zweizig, et al. (ALA, 1996). Chapter 12: Evaluation Methods, pages 113 - 124, Chapter 17: Gathering Numbers, pages 188 - 197, 212, and Chapter 20, Making Sense of Narrative Responses, pages 237 - 250. (Chapter 20 will be distributed at the on-campus session)

### **June 15 - June 21**

June 19

Questionnaires

#### READINGS

Library Evaluation, pages 183 - 198

#### ONLINE RESERVES



BASIC RESEARCH METHODS FOR LIBRARIANS, Chapter 5, pages 123 - 164, and Chapter 7, pages 198 - 201. Chapter 5 covers other evaluation methodologies in addition to questionnaires.

Charbonneau, Deborah H. "Demystifying Survey Research: Practical Suggestions for Effective Questionnaire Design." *Evidence*

*Based Library and Information Practice 2, no. 4 (2007).*

TELL IT! Manual, Chapter 14:  
Questionnaires, pages 143 - 157.

YOUR CHOICE: Choose at least one  
reading of your choice about  
questionnaire design.

 [Chat Archive Resource](#)

 [Audio Archive sound file](#)

### **June 22 - June 28**

June 26

Interviews

#### READINGS

Library Evaluation, pages 41 - 51

#### ONLINE RESERVES

TELL IT! Manual, Chapter 15, pages  
161 - 167, 175 and Chapter 16,  
pages 176 - 184, 187.



Relevant sections from BASIC  
RESEARCH METHODS, Chapter 5.

YOUR CHOICE: At least one article  
about interviewing.

### **DUE end of day JULY 1: Narrative analysis assignment**

 [Narrative Response Assignment  
Forum](#)

 [Chat Archive Resource](#)

 [Audio Archive sound file](#)

### **June 29 - July 5**

July 3



Observations

## Output Measures

### READINGS

Library Evaluation, pages 103 - 115

### ONLINE RESERVES

TELL IT! Manual, Chapter 18:  
Observation, pages 213 - 219, 222 -  
225.

Read relevant section of BASIC  
RESEARCH METHODS FOR  
LIBRARIANS, Chapter 5.

Review one example of an output  
measures manual. Sample titles  
include the following.

Measuring Academic Library  
Performance (Nancy Van  
House,  
et al., 1990)

Output Measures and More:  
Planning and Evaluating Public  
Library Services for Young  
Adults (Virginia A. Walter,  
1995)

Output Measures for Public  
Libraries (Nancy Van Horn, et  
al., 1987)

Output Measures for School  
Library Media Programs  
(Frances  
Bryant, 1999)

Output Measures for Public  
Library Service to Children  
(Virginia A. Walter, 1992)

Statistics and Performance  
Measures for Public Library  
Networked Services (John C.  
Bertot, 2001)

**DUE: Draft of small group  
assignment**

 [Drafts of small group](#)

[assignments Forum](#)

 [Audio Archive sound file](#)

 [Chat Archive Resource](#)

## **July 6 - July 12**

July 10

Design of evaluations

Collection evaluation

### READINGS

Library Evaluation, Chapter 4, pages  
117 - 182

### ONLINE RESERVES

Baker, S., and F. W.  
Lancaster. *The Measurement  
and Evaluation of Library  
Services*. 2d edition.  
Information Resources Press,  
1991.

Chapter 3 (Collection  
Evaluation: Materials-Centered  
Approaches), pages 39 -  
78.

Chapter 4 (Collection  
Evaluation: User-Centered  
Approaches), pages 79 -  
121.

Dinkins, D. "Circulation as Assessment."  
*College & Research Libraries* 64, no. 1  
(January 2003): 46 - 53.

Lightman, H. et al. "A Simple Method for  
Evaluating a Journal Collection." *The  
Journal of Academic Librarianship* 26,  
no. 3 (May 2000): 183 - 190.

TELL IT! Manual, Chapter 13, pages 125 -  
134.

**DUE: Feedback on draft small group  
postings**

 [Comments on drafts of small group assignments Forum](#)

 [Chat Archive Resource](#)

 [Audio Archive sound file](#)

## July 13 - July 19

July 17


Costing

READINGS

ONLINE RESERVES

Dugan, R. E. "Information Technology Budgets and Costs." *The Journal of Academic Librarianship* 28, no. 4 (July 2002): 238 - 243.

Hulme, Claire. "Using Cost Effectiveness Analysis: A Beginners Guide." *Evidence Based Library and Information Practice* 1, no. 4 (2006).

Kusack, J. M. "Understanding and Controlling the Costs of Library Services." *Library Administration & Management* 16, no. 3 (Summer 2002): 151 - 155. 

Lawrence, S. R. et al. "Life Cycle Costs of Library Collections." *College and Research Libraries* 62, no. 6 (November 2001): 541 - 553.

Roberts, S. A. *Financial and Cost Management for Libraries and Information Services*. 2d edition. Bowker/Sauer, 1998. Chapter 6 (Implementation of Cost Measurement), pages 221 - 244.

Vinson, M. "Cost Finding: A Step-by-Step Guide." *The Bottom Line* 2, no. 3 (1989): 15 - 19.

**DUE: Evaluation Review**

**DUE JULY 19: Final small group**

## assignment posting

-  [Evaluation reviews Forum](#)
-  [Final small group projects Forum](#)
-  [Chat Archive Resource](#)
-  [Audio Archive sound file](#)


### July 20 - July 26

July 24




Discussion of evaluation reviews

Reporting evaluation findings

#### READINGS

Read the posted evaluation reviews  by classmates before the July 24 class session

### **DUE: Outlines of final evaluation design projects**


-  [Outlines of evaluation plan Forum](#)
-  [Chat Archive Resource](#)
-  [Audio Archive sound file](#)

### July 27 - August 2




July 31

Reports on final evaluation projects

#### READINGS

Read the posted outlines for all the evaluation projects prior to the July 31 class. 

### **DUE AUGUST 3: Final evaluation design project**

-  [Evaluation design projects Forum](#)
-  [Chat Archive Resource](#)
-  [Audio Archive sound file](#)

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