

DISCLAIMER: This syllabus is provided for informational use only. Content and assignments may change before the start of the course. Students enrolled in this course are required to retrieve the latest version of the syllabus from MyCourses at the beginning of the course.

GLIS 636, FALL 2018

GOVERNMENT INFORMATION

Fall 2018

3 credits

Pre-requisite: GLIS 619

Wednesday, 5:30 PM – 8:30 PM

INSTRUCTOR

Svetlana Kochkina, MLIS, Ph.D. candidate

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DESCRIPTION

An introduction to the structure of governments and the nature and variety of government information. Emphasis is placed on the governments of Canada, the provinces, the United States, and selected international governmental organizations.

LEARNING OUTCOMES

At the end of this course, students will be able to:

- Understand and discuss the nature of government information
- Demonstrate effective information search skills in a range of government resources
- Critically appraise and select information resources in response to user needs
- Create subject guides on selected topics in government information using LibGuides platform

- Demonstrate the ability to independently learn and afterwards teach the use of unfamiliar information sources and databases
- Understand and value the role and significance of government information services in different contexts

WEEKLY COURSE SCHEDULE

	Date	Topic	Group Assignments
1	Sept. 5	Introduction to the course; what is government information	n/a
2	Sept. 12	Canadian government structure; Canadian federal government information: legislative	n/a
3	Sept. 19	Canadian federal government information: judicial & executive	Group presentation #1
4	Sept. 26	Quebec government information	Group presentation #2
5	Oct. 3	US government information: legislative	Group presentation #3
	Oct. 10	Study Week (no class)	
6	Oct. 17	US government information: judicial & executive, NAFTA	Group presentation #4
7	Oct. 24	Governmental statistical information and data	Group presentation #5
8	Oct. 31	UK & France government information	Group presentation #6
9	Nov. 7	Governmental GIS information	Group presentation #7
10	Nov. 14	EU, UN information; international treaties and agreements	Group presentation #8
11	Nov. 21	OECD, IGO's, NGO's, other non-state actors	Group presentation #9
12	Nov. 28	Introduction to LibGuides	Group presentation #10
13	Dec. 5	LibGuides; review of the semester	Final assignment, Resource guide & paper, due December 7th

COURSE MATERIAL

There is no textbook for this course. A list of required and recommended readings and supplemental materials will be posted on MyCourses.

Assignments, syllabus, and visual supports for lectures and will be posted on MyCourses.

INSTRUCTIONAL METHOD

A combination of lectures, guest lectures, class exercises, and discussions. Please note that search assignments are administered using reverse classroom approach, which fosters the ability to independently discover and learn new information sources.

GRADES & EVALUATION

1. Take-home search assignments (individual) - **50% total** (5 individual assignments of 10% each)
2. In-class search exercises (group) – **10% total**
Extra bonus points for presentation of search exercise results – 2% each
3. Government information resources & databases presentation (group) - **15%**
4. Resource guide (LibGuide) & paper (in groups of 2 students) - **25%**

ASSIGNMENTS

- **No late assignments will be accepted.** The only exception for an extension or a delay are student's illness or an illness in the immediate family (physician's note is required).
- All visual supports (PowerPoint slides, handouts, etc.) for group presentations must be submitted in **electronic format** by the beginning of class (at 5:30 pm) on the due date.
- All search assignments must be submitted by 4:00 pm on the indicated date **in both paper AND electronic formats** (Electronic copies should be submitted as Microsoft Word documents using the Assignments tool in myCourses with the file name **GLIS 636 – Assignment [#] – Family name of the student**).
- Final paper must be submitted in exact copies **in both electronic and print formats**. Electronic copies should be submitted as Microsoft Word documents using the Assignments tool in myCourses with the file name **GLIS 636 – Assignment [#] – Family name of the student**. LibGuides must be submitted electronically through the LibGuides platform.
- Whenever the words or ideas of others are used, sources must be properly quoted and cited. For in-text citations and reference lists for your written work adopt the style

conventions of the Publication Manual of the American Psychological Association (APA), 6th Edition.

GENERAL INFORMATION

ACADEMIC RIGHTS AND RESPONSIBILITIES

All students must be thoroughly familiar with the Student Rights and Responsibilities: <http://www.mcgill.ca/students/srr/>.

ACADEMIC INTEGRITY

McGill University values academic integrity. Therefore, all students must understand the meaning and consequences of cheating, plagiarism and other academic offences under the Code of Student Conduct and Disciplinary Procedures www.mcgill.ca/students/srr/honest.

WRITTEN WORK

In accord with McGill University's Charter of Students' Rights, students in this course have the right to submit in English or in French any written work that is to be graded.

STUDENTS WITH DISABILITIES

Students with disabilities are urged to contact the Office for Students with Disabilities at 514-398-6009.

COMMUNICATING VIA EMAIL

In line with McGill's Policy on E-Mail Communication with Students, all class-related emails will be sent to your **McGill email account**. Please check your email frequently.

If you have any questions, concerns, or issues that you would like to discuss, you are welcome to contact the instructor via email.

PREPAREDNESS PLANNING

In the event of extraordinary circumstances beyond the University's control, the content and/or evaluation scheme in this course is subject to change.

COPYRIGHT OF COURSE MATERIALS

Instructor-generated course materials (e.g., handouts, notes, summaries, exam questions, etc.) are protected by law and may not be copied or distributed in any form or in any medium without explicit permission of the instructor.

No audio or video recording is allowed in class without the explicit permission of the instructor.

CLASS CONDUCT

This class follows McGill University Policies on Student Rights and Responsibilities:

<http://www.mcgill.ca/students/srr/policies-student-rights-and-responsibilities>

The students are urged to participate in class discussion in an active, respectful, and positive manner:

- Openly share analyses and opinions based on the readings and other class materials
- Allow other class members the opportunity to participate
- Be critical of ideas, but **not the person**

Mobile computing and communications devices are permitted in class insofar as their use does not disrupt the teaching and learning process. The use of mobile computing and communications devices must, in all cases, respect policies and regulations of the University.

The policies listed above are not exhaustive. Additional McGill University policies governing academic issues can be found here: <https://www.mcgill.ca/secretariat/node/94>