Mid-term review session

LIS 390 IOE:
Information Organization in Everyday Life
Week 3 - 2
Instructors: Lee & Jones
Before we start...

• Make sure you review the lecture notes
• You should be able to provide definitions for the basic concepts and examples that illustrate those concepts
• Be prepared to present a solid argument
• There will be no multiple choice question
• Most questions will require short written answers (a few sentences)
• We will not be using bluebooks – the space given in the exam should be enough (really)
Week 2: Information

• Three meanings of information (Buckland)
  – Information-as-process
  – Information-as-knowledge
  – Information-as-thing
• Examples?
• What are Briet’s rules? (as inferred by Buckland)
  – Materialized physical objects and signs
  – Intended to be treated as evidence
  – Processed objects
  – Perceived to be documents
• Counterexamples?
Is a model of a ship a document?

Yes or no. (No right answer)

Back up your argument citing the readings.
Week 2: Information Organization

• Why do we organize?
  Think about the benefits of organizing information we talked about in class

• What are some benefits of organizing?

• What are the major activities involved in organization?
Week 2: Information Organization

• Key concepts in information retrieval system
  – Retrieval tools
  – Surrogate records
  – Access points
  – Indexer

• Purpose of an organizational system
  – Location
  – Collocation
  – Selection
Week 3: User-centered Approach

• What are the assumptions of the user-centered approach mentioned by Fidel?
• What are the differences between information demands, wants, and needs?
• How can user needs be assessed?
Week 4: Info. Models

• What are some problems with the concept of user “need”?
• What are the different types of information behavior?
• What is the difference between information behavior and information seeking?
Week 5: Markup & HTML

• What is markup?
• Why do we add markup to documents?
Week 5: Collection Development

• What is a collection?
• What are methods for developing digital collections?
• What are the activities involved in collection management?
• What are the components of a collection development policy?
Week 6: Metadata

• What is metadata? Why is it useful?
• How can metadata quality be assessed?
• What are the Dublin Core elements?
• Describe the three different types of metadata
Week 7: Description

• What is description?
• What is the purpose of describing items?
• Why do we need standards for description?
• What were the principles of description described by Svenonius?
Some things to keep in mind...

• Read the questions carefully.
• Be concise.