LIS 694
Evidence-based Practices for Libraries
Summer 2017

Instructor:
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Office hours: On-line via email

Course Description
The course centers on the study and application of evidenced-based practices in various library settings. It
focuses on the evaluation of library programs, services, and infrastructure. Students will be introduced to
real-life situations that involve data collection and analysis in various situations. Activities include the use
of qualitative and quantitative data to inform decision making and improvement in libraries. Evaluation
strategies include program effectiveness, educational outcomes, and patron satisfaction.

Student Learning Outcomes
Primary: SLO 2: Design, provide, and assess information services
Sub: SLO 4: Evaluate and apply information technologies
Sub: SLO 6: Demonstrate skills necessary to manage and work effectively within information
organizations.

Professional Expectations
All students in the Program are expected to become familiar with and adhere to the Professional
Expectations posted at http://www.hawaii.edu/lis/students/professional-expectations-notice/

Course Learning Objectives
The student will be able to:
• Identify key aspects of evidence-based practices and apply them in a scenario or real-world example.
• Design an evaluation plan consisting of problem identification, question development, data collection,
  and evaluation methods.
• Applying the evidence-based practice model.
• Create an artifact that communicates findings to target constituents.
• Provide critical feedback to colleagues throughout the development process.

Required Textbooks/Resources
There is no required text. On-line resources are suggested from which students select readings they feel are
appropriate and relevant for their needs.

Technical requirements
Hardware
• Headset
• Web cam
• Broadband Internet connection
Software
• PC (Windows 7 or later) or Mac (OS X.7 or later)
• Microsoft Office 2016 (available free to students at https://products.office.com/en-us/student)
• FireFox browser
Additional tools will be introduced during the course

Teaching Philosophy
I believe that inquiry-driven learning is most effectively achieved when the instructor creates various opportunities for interactive study, application of theory to actual practice, and reflective thinking about lessons learned. In my course, I use some of the following strategies:
- scenario-based projects
- opportunities for application and reflection
- peers serving as critical friends
- hands-on experiences with digital tools for learning

Research Methods
The following research and evaluative method is incorporated in assignments: issue identification, question development, survey design, quantitative data analysis, and qualitative data analysis.
Assignments and Grading

My overarching goal is to build a professional community in which an exchange of ideas and opinions is respected and welcomed. As members of this community, you will be responsible for establishing your own work schedules and personal deadlines. You must be resourceful in locating and retrieving the information needed to complete assignments. Importantly, you must be thoughtful and respectful in your communication with peers, instructors, and resource people.

Points will be awarded for the following assignments. All written work must be posted in Laulima. Late work will not be accepted unless there are special circumstances requiring consideration. In such cases, the instructor will decide on the action to be taken after consultation with the individual student.

<table>
<thead>
<tr>
<th>Session/Assignment</th>
<th>Due Date</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SESSION 1a Course overview</strong></td>
<td>Self intro Wed 7/5</td>
<td>Self intro 3 points</td>
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<tr>
<td><strong>SESSION 1b Getting acquainted</strong></td>
<td>Wed 7/5</td>
<td>3 points</td>
</tr>
<tr>
<td>Assignment 1. Create and post a video self-introduction. Comment on at least one classmate’s video.</td>
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<tr>
<td><strong>SESSION 2 Define the need for evidence-based practices</strong></td>
<td>Response Fri 7/7</td>
<td>Response 10 points</td>
</tr>
<tr>
<td>Assignment 2.1. Write a response on evidence-based practices in the current societal context</td>
<td>Buddy comment Mon 7/10</td>
<td>Buddy comment 5 points</td>
</tr>
<tr>
<td>Assignment 2.2. Comment on your assigned buddy’s work</td>
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<tr>
<td><strong>SESSION 3 Develop an evidence-based practice plan</strong></td>
<td>EBP Plan Mon 7/17</td>
<td>EBP Plan 30 points</td>
</tr>
<tr>
<td>Assignment 3.1. Draft EBP Plan (problem, questions, data, and evaluation method)</td>
<td>EBP Critique Wed 7/19</td>
<td>Buddy critique 5 points</td>
</tr>
<tr>
<td>Assignment 3.2. Critique your assigned buddy’s plan</td>
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<tr>
<td><strong>SESSION 4 Analyzing data</strong></td>
<td>Quantitative and qualitative analysis Mon 7/24</td>
<td>Analysis 30 points</td>
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<tr>
<td><strong>SESSION 4a Analyzing quantitative data</strong></td>
<td>Buddy critique Wed 7/26</td>
<td>Buddy critique 5 points</td>
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<tr>
<td><strong>SESSION 4b Analyzing qualitative data</strong></td>
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<tr>
<td>Assignment 4.1. Analyze quantitative and qualitative data sets</td>
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<td>Assignment 4.2. Critique your buddy’s work</td>
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<tr>
<td><strong>SESSION 5 Communicating findings</strong></td>
<td>Communicating findings assignment Mon 7/31</td>
<td>Communicating findings activity 10 points</td>
</tr>
<tr>
<td>Assignment 5.1. Draft a product to communicate your findings to a target audience</td>
<td>Buddy critique Wed 8/2</td>
<td>Buddy critique 3 points</td>
</tr>
<tr>
<td>Assignment 5.2. Critique your assigned buddy’s product</td>
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<tr>
<td><strong>SESSION 6 Create your portfolio</strong></td>
<td>Portfolio Fri 8/11</td>
<td>Portfolio 45 points</td>
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<tr>
<td>Assignment 6. Assemble and post your completed work in a portfolio—final versions of Evidence-based Practice Template, Analysis Template, and communicated findings product. Include final takeaways for the course</td>
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<td><strong>TOTAL POINTS</strong></td>
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<td>146</td>
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The points will be converted to the following letter grades:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>A+</td>
<td>142 to 146</td>
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<tr>
<td>B+</td>
<td>127 to 131</td>
</tr>
<tr>
<td>A</td>
<td>138 to 141</td>
</tr>
<tr>
<td>B</td>
<td>123 to 126</td>
</tr>
<tr>
<td>A-</td>
<td>132 to 137</td>
</tr>
<tr>
<td>B-</td>
<td>117 to 122</td>
</tr>
</tbody>
</table>
ASSIGNMENTS

Note: I organized the course work in a sequence of sessions that you will find in the LIS 694 Laulima site. In this section of the syllabus, I explain the purpose for each session and encourage you to ask me questions and seek my help at any point in the course.

Session 1a. Introducing LIS 694

Purpose: The slide presentation gives an overview of the course and expectations for it. Please be sure to view it and also study this syllabus. There are no assignments to be turned in for session 1a.

Session 1b. Let’s get acquainted

Purpose: I want everyone to get to know one another and to also practice some tech skills!

Assignment 1: View the Session 1b slide presentation and create and post a short (2 to 3 minutes) video of yourself. Address some of the following questions in your video:
- What you enjoy doing in your free time
- Your past/current work experiences
- Type of library you hope to work in (or are already working in)
- Your experience (or not) with on-line courses
- What you want to take away from this course

Help: Not sure how to create the video? Please check out the screencast on Creating Video Introductions in Laulima.

Due date: Post your self-introduction by midnight Wed. 7/5/17.

Maximum points: Everyone automatically gets 3 points for posting by deadline. ☺

Session 2. Evolving times: defining the need for evidence-based practices!

Purpose: Librarians have a wide range of responsibilities including facilities management, human resource management, reference services, collection management, instruction and training, preservation, and much more. With this range of practices, how do they know which areas to focus on, services to offer, evaluate, and advocate for funding? Using evidence to evaluate and support practices strengthens decisions and advocacy efforts. In this forum, I invite you to identify the need for evidence-based practices given today’s social and political climate.

Assignment 2.1: View the Forum 2 slide presentation, choose and carefully read selections, and create a response (minimum 500 words) that answers the following questions:
- Why is evidence-based practice critical for a library?
- In the type of library I either work in or hope to work in, which program or service would be critical to evaluate? Why so?

Due date: Post your work in Laulima by midnight Fri. 7/7/17

Maximum points: 10 points.

Criteria to assess your work:
- Did you respond to the big questions posed?
- Did you provide evidence to support your statements?
- Did you acknowledge and cite your sources?
- Did you organize your response so that it was logical and easy to follow?
- Did you proofread carefully to avoid errors?
- Did you meet the minimum word length of at least 500 words?

Assignment 2.2: Respond to your assigned buddy’s statements (no word length). You might comment on the following in responding to your buddy:
• What were your buddy’s main points?
• Did you agree with the evidence used to support those points?
• What questions did you have? Where did you need more information?
• How did your buddy’s overall response compare with your own? Where were they similar? Different?

**Due date:** Post your response in Laulima by midnight Mon. 7/10/17.

**Maximum points:** 5 points.

**Criteria to assess your work:**
• Did you demonstrate understanding of your buddy’s main points?
• Did you raise thoughtful questions or ask for more information where things were not clear?
• Did you compare and contrast your buddy’s response with your own response?

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**Session 3. Evidence-based practice model**

**Purpose:** Identifying a problem, developing questions, determining appropriate data and collection methods, collect and analyzing data, identifying findings and implications for practice, and communicating findings data make up the evidence-based practice model. Session 3 focuses on the first three components of the model.

You will survey your environment to identify problems and create questions that address the identified problems. You should have at least one question that focuses on a quantitative analysis and one question that focuses on a qualitative analysis. This section introduces you to methods of identifying problems and how to ask questions that are specific, measurable, and realistic. Next, you will determine methods to evaluate the data you suggested to answer the questions to you developed. Lastly, you will identify the data necessary to answer the questions and how to find or collect it.

**Assignment 3.1:** View the Session 3 slide presentation, study any related readings that might be helpful, and complete the Evidence-Based Practice Template. The template is available in the course site in Laulima.

**Help:** I also have a completed example in Laulima. Important: this is intended as an example only.

**Due date:** Post your completed draft of the Evidence-based Practice Template by midnight Mon. 7/17/17

**Maximum points:** 30 points

**Criteria to assess your work:**
• Did you clearly identify a problem in the setting?
• Did you create questions to address the problem that are specific, measurable, and realistic?
• Did you identify relevant data to answer the questions posed and how to access/collect it?
• Did you identify evaluation methods that answer the questions posed using the suggested data?

**Assignment 3.2:** Respond to your assigned buddy’s forum 3 (no word length). You might comment on the following in responding to your buddy:
• Were the various components of the draft clear to you? This includes statement of the problem, evaluation questions, data collection, and evaluation methods.
• Were the problem, evaluation questions, data collection, and evaluation methods complementary?
• What questions did you have? Where did you need more information?
• How did your buddy’s overall evaluation approach compare with your own? Where were they similar? Different?

**Due date:** Post your response in Laulima by midnight Wed. 7/19/17.

**Maximum points:** 5 points.

**Criteria to assess your work:**
• Did you demonstrate an understanding of your buddy’s evaluation plan?
• Did you raise thoughtful questions or ask for more information where things were not clear?
• Did you compare and contrast your buddy’s response with your own response?
Session 4. Analyze Data

**Purpose:** Analyzing data using methods that match your evaluation questions is critical to determine appropriate findings and implications for practice. This session is comprised of two slide presentations. Session 4a gets you started on the process of analyzing data using a quantitative approach. You will learn about different statistical approaches to analyze data and how to implement them with spreadsheet software. Session 4b focuses on qualitative approaches and includes methods to analyze qualitative data such as interviews, focus groups, and open-ended surveys.

**Assignment 4.1:** View the session 4a and 4b slide presentations, study any related readings that might be helpful, and complete the Analysis Template based on the sample data set provided or a set of your choosing. The template is available in the course site in Laulima.

*Important 3 options: 1) use sample data set to answer your questions in session 3 if it is appropriate, 2) you can create your own data set for questions posed in session 3, or 4) you can re-adjust your questions posted in session 3 to match the sample data set. Remember that if you select option 2, you need to readjust your evidence-based practice plan for the final portfolio.*

**Help:** I also have a completed example in Laulima. Important: this is intended as an example only.

**Due date:** Post your completed draft of the Analysis Template by midnight Mon. 7/24/17

**Maximum points:** 30 points

**Criteria to assess your work:**
- Did your analysis address the questions posed?
- Does your analysis include a discussion/recommendation based on the analysis or findings?

**Assignment 4.2:** Respond to your assigned buddy’s forum 4 (no word length). You might comment on the following in responding to your buddy:
- Did the analysis address the questions posed?
- Did you agree with the evaluation method(s) selected?
- Was the evaluation method properly used?
- Are the discussion/findings based on the outcome of the analysis?
- What questions did you have? Where did you need more information?

**Due date:** Post your response in Laulima by midnight Wed. 7/26/17.

**Maximum points:** 5 points.

Session 5. Communicating findings

**Purpose:** Session 5 focuses on communicating your findings to a targeted audience. This can be in many different forms including reports, presentations, and infographics.

**Assignment 5.1:** View the slide presentation for session 5, study any related readings that might be helpful, and create a product to communicate your findings.

**Help:** I have a sample of a product in Laulima. Important: this is intended as an example only.

**Due date:** Post your completed product by midnight Mon. 7/31/17.

**Maximum points:** 10 points

**Criteria to assess your work:**
- Did you identify a target audience?
- Is the product type appropriate for the target audience?
- Were pertinent data summarized clearly?
- Did visualizations clearly articulate the findings and implications for practice?
- Did the product reflect the visual design guidelines for the specific output you selected?

**Assignment 5.2:** Respond to an assigned buddy’s statements (no word length). You might comment on the following in responding to your buddy:
- Did the product match the target audience?
- Were the summarized data easy to understand?
• Did the visualizations make it easier to understand the findings and implications for practice?
• Was the product designed well for the format?

**Due date:** Post your critique in Laulima by midnight Wed. 8/2/17.
**Maximum points:** 5 points.

**Criteria to assess your work:**
• Did you clearly identify the types of details needed to improve the product?
• Did you explain what needs more clarity and suggest ways to make things clearer?

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**Session 6. Create your portfolio**

**Purpose:** This is an opportunity to refine your earlier drafts and collect your finished work in a portfolio! I hope this will give you a sense of satisfaction that you were able to complete the tasks for your project and that it will also strengthen your confidence in evidence-based practices.

**Assignment 6:** Refer to the Session 6 slide presentation and place the following items in your portfolio: revised versions of your Evidence-based Practice Template, Analysis Template, and communicated findings product. In addition, please add a final reflection as a Word document to your portfolio. Respond to the following questions in your reflection:
• What was your proudest achievement? Why so?
• What was a fresh insight for you?
• How has this experience made you a stronger practicing or future librarian?
• What are you eager to learn more about?

**Due date:** Post your portfolio in Laulima by midnight Fri. 8/11/17.
**Maximum points:** 45 points.

**Criteria to assess your work:** Refer to the checklists provided in earlier sessions for the templates and communicating findings product. Please use these criteria in assessing your completed work.
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<td><strong>Session 1b Getting acquainted</strong></td>
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<tr>
<td>Assignment 1. Create and post self introduction</td>
<td>Self intro Wed 7/5 midnight</td>
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<tr>
<td><strong>Session 2 Define the need for evidence-based practices</strong></td>
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<tr>
<td>Assignment 2.1. Write a response on evidence-based practices in the current societal context</td>
<td>Response Fri 7/7 midnight</td>
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<tr>
<td>Assignment 2.2. Comment on your assigned buddy’s work</td>
<td>Buddy comment Mon 7/10 midnight</td>
</tr>
<tr>
<td><strong>Session 3 Develop and evidence-based practice plan</strong></td>
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<tr>
<td>Assignment 3.1. Draft EBP model (problem, questions, data, and evaluation method) using the Evidence-based Practices Template</td>
<td>EBP Template Mon 7/17 midnight</td>
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<tr>
<td><strong>Session 4 Analyze data</strong></td>
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<tr>
<td><strong>Session 4a Analyze quantitative data</strong></td>
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<tr>
<td><strong>Session 4b Analyze qualitative data</strong></td>
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<tr>
<td>Assignment 4. Draft your Analysis Template</td>
<td>Analysis Template Mon 7/24 midnight</td>
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<tr>
<td><strong>Sessions 5 Communicating findings</strong></td>
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<tr>
<td>Assignment 5.1. Draft a product to communicate your findings to a target audience</td>
<td>Communicating findings product Mon 7/31</td>
</tr>
<tr>
<td>Assignment 5.2. Critique your assigned buddy’s template</td>
<td>Buddy critique Wed 8/2 midnight</td>
</tr>
<tr>
<td><strong>Session 6 Finalize and present completed work</strong></td>
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<tr>
<td>Assignment 6. Assemble and post your completed work in a portfolio—final versions of Evidence-based Practice Template, Analysis Template, and communicated findings product. Also include final takeaways.</td>
<td>Portfolio Fri 8/11 midnight</td>
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