Meet in the "hands on" instruction room of Library West (LW 211), located to the left of the Circulation Desk as you enter the second floor from the elevator or escalator.

Required for the graduate Graduate Certificate in African Studies, this one credit graduate level course surveys a broad and rapidly expanding range of scholarly resources and advanced library research tools available in print and online. Similar resources are available for graduate studies of African-related topics at other academic research libraries specializing in African area studies, so the scholarly information literacy skills learned here will be useful and applicable for the long term. Students will learn how to access a wide range of specialized research tools to retrieve a greater variety and depth of material for their own research and writing.

Overview

Objectives
At completion of the course, students will be able to effectively discover, evaluate and use a broad range of scholarly research tools to identify and access library and research materials for a variety of advanced projects. They will be able to consistently present scholarly sources in an acceptable citation format and to develop a research bibliography rich in diverse resources relevant to their area of academic interest.

Instructor
Dan Reboussin (danrebo@ufl.edu) heads the African Studies Collection for the George A. Smathers Libraries at the University of Florida. His anthropology dissertation fieldwork was conducted in Senegal. Office: 519 Library West. Telephone (352) 273-2642. Office hours 9:00 AM - 4:00 PM, by appointment.

Evaluations
Students are responsible for reading this syllabus for information on course policies, assignment requirements and due dates, grading policy, etc. Assistance with registration and enrollment issues is available from the Registrar and/or Corinna Greene, Office Manager at the Center for African Studies.

Enrolled students are kindly requested to submit course evaluations online at https://evaluations.ufl.edu (from the opening of the system until the day before final exams). Results of previous student course evaluations for AFS 5061 can be found at the same site.

Classroom policies, assignments, and grading

Attendance is required at all class meetings---any exceptions will be determined at the sole discretion of the instructor. While a very few absences may be excused in advance of the class in question, points will be taken off from semester totals commensurate with tardiness, class
content missed and work not completed. An excused absence is not equivalent to attending class. Students are held responsible for inquiring about missed lectures, completing all assigned readings (the optional textbook and other readings below are intended to support classroom presentations), completing all assignments and arranging their satisfactory completion with the instructors prior to an excused absence. Your attention and active participation in class is expected and required. Please turn off all cell phone ringers, watch alarms and the like.

**Academic honesty**
The instructor requires the highest standards of academic honesty, ethical conduct and scholarly integrity to be maintained for this course and all work at the University of Florida. Among other things, this means that plagiarism is considered a most serious offense. Ask the instructor if you aren't certain of how specifically to comply with these standards and expectations.

**Accommodating disabilities**
Students requesting classroom accommodations & services must first register with the Dean of Students Office. They will provide information on the process of requesting accommodation from the instructor.

**Assignments**
Student e-mail contact information from the Registrar is used to communicate for the duration of the course. You will first outline your academic background and research interests, then develop a project topic in cooperation with the instructor. Next, you will begin evaluating a range of library research tools as a part of a pair of assignments that amount to partial drafts of the final bibliography project. Finally, students will identify and use a variety of reference and research tools to expand, annotate and improve upon these initial bibliographies.

Attendance, participation, timely consultation with the instructor, interim assignments and the completion of a final bibliography project all will be essential elements in the evaluation of your performance for this course. Attention to scholarly standards and accepted formats will be required.

**Due Dates**

<table>
<thead>
<tr>
<th>Date due</th>
<th>Assignment</th>
<th>Point value (% final course grade)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 4</td>
<td>Research background &amp; academic interests statement</td>
<td>10%</td>
</tr>
<tr>
<td>Oct. 9</td>
<td>Draft bibliography, phase 1 (reference resources, dissertation and journal databases)</td>
<td>20%</td>
</tr>
<tr>
<td>Date</td>
<td>Assignment</td>
<td>Weight</td>
</tr>
<tr>
<td>----------</td>
<td>---------------------------------------------------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Nov. 6</td>
<td>Draft bibliography, phase 2 (archival resources, national &amp; topical bibliographies, government documents)</td>
<td>20%</td>
</tr>
<tr>
<td>Dec. 4</td>
<td>Final project <em>(annotated bibliography)</em> due</td>
<td>40%</td>
</tr>
<tr>
<td></td>
<td>Attendance, participation (classroom discussions and consultation with instructors on project) and timeliness.</td>
<td>10%</td>
</tr>
</tbody>
</table>

**Grade Scale**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>91+</td>
</tr>
<tr>
<td>B+</td>
<td>86-90</td>
</tr>
<tr>
<td>B</td>
<td>81-85</td>
</tr>
<tr>
<td>C+</td>
<td>76-80</td>
</tr>
<tr>
<td>C</td>
<td>71-75</td>
</tr>
<tr>
<td>D+</td>
<td>66-70</td>
</tr>
<tr>
<td>D</td>
<td>61-65</td>
</tr>
<tr>
<td>E</td>
<td>&lt;=60</td>
</tr>
</tbody>
</table>

**Schedule (subject to change)**

2012 schedule & topical summary
Topics and dates are subject to change.

Week 1 (Aug. 28): Collection management and other library functions for African Area Studies: Library branches and organization, formats.

Week 2 (Sept. 4): Using the Library Catalog effectively. Research background and interests assignment due.

Week 3 (Sept. 11): General reference tools: Encyclopedias & guides, the multi-library database FirstSearch/WorldCat, and the ILLiad Interlibrary Loan service.

Week 4 (Sept. 18): News digest and sources for current events; Academic journal indexes and databases
Week 5 (Sept. 25): Government documents: Individual domestic and foreign, multilateral, and quasi-governmental documents, as well as statistical sources. Chelsea Dinsmore of the Government Documents library (ground floor of Marston Science Library) will be the instructor in our normal meeting room, LW 211.


Week 7 (Oct. 9): National bibliographies, topical bibliographies. Archives: Guides to and catalogs of special material including those at CRL/CAMP, SOAS, the Melville J. Herskovits collection, etc. Microformat (film, fiche, opaque) facsimile collections. Phase 1 project draft assignment due.

Week 8 (Oct. 16): Dissertation sources, using citation indexes (e.g., Web of Knowledge).

Week 9 (Oct. 23): Social science sources: Disciplinary sources for the social sciences.

Week 10 (Oct. 30): Humanities sources.

Week 11 (Nov. 6): Rare African Studies materials at UF. Meet class on second floor of Smathers Library (East). Phase 2 project draft assignment due.

Week 12 (Nov. 13): Agricultural policies and statistics, UN/FAO and World Bank data sources.

Week 13 (Nov. 20): Maps collection: Presentation by Map & Imagery Library curator Carol McAuliffe. Meet class on first floor (ground level, one floor down from entrance level) of Marston Science Library. See also African maps and imagery page.

Week 14 (Nov. 27): Review, questions and re-visit of CRL and FirstSearch sites.


**Reading**

Please read Gretchen Walsh's article. The rest of these are helpful and may be interesting, but are not required readings (please note that these may be assigned to individuals as part of any excused absence).


Earlier edition (1998) available online via NetLibrary. This is an optional reading assignment that you may use to follow along with during the course for additional information and to complement classroom lectures (especially when you've missed a class). Like this syllabus, it can be considered as an excellent model for the kinds of resources to be included in your final project.


