

Schedule of Assignments

Summer 2009

Note: The dates listed are subject to change.

Date	Topics	Reading Assignment	Written Assignment
Week 1 (June 8)	iCollege Orientation	Lecture 0	Written Assignment on Intro to Computers
	Welcome, Syllabus, Expectations	Syllabus, Lecture 0	
	Introduction to Computers	Wilson Chap. 1, Lecture 1	
Week 2 (June 15)	The Internet	Wilson Chap. 2, Lecture 2	Written Assignment on Internet
	Integrated Library Management Systems	Wilson Chap. 3, Lecture 3	Written Assignment on Library Systems
Week 3 (June 22)	Circulation	Wilson Chap.6, Lecture 4	Written Assignment on Circulation
	Serials	Wilson Chap. 7, Lecture 5	Written Assignment on Serials
	Online Public Access Catalog (OPAC)	Wilson Chap. 8, Lecture 6	Written Assignment on OPAC
Week 4 (June 29)	Resource Sharing	Wilson Chap. 9, Lecture 7	Written Assignment on Resource Sharing
	Midterm	Wilson Chapters 1, 2, 3, 6, 7, 8, 9; Lectures 1 - 7	Must submit between July 1 @ 7:00 am – July 3 @ 10:00 pm

Date	Topics	Reading Assignment	Written Assignment
Week 5 (July 6)	Information Searching	Wilson Chap. 10, Evaluating Websites webpage; Lecture 8	Written Assignment on Info Searching
	Database Searching	The Great GALILEO website - all 16 parts, Lecture 9	Written Assignment on Database Searching
Week 6 (July 13)	Computer Skills and Competencies	Wilson Chap. 11, Lecture 10	Written Assignment on Computer Skills
	Equipment	Lecture 11	Written Assignment on Equipment
	Troubleshooting	Buffalo & Erie County Public Library website, Lecture 12	Written Assignment on Troubleshooting
Week 7 (July 20)	HTML	Lecture 13	HTML Assignment
Week 8 (July 27)	Catch up and Review for Final	Catch up on Readings	All Assignments must be submitted before July 29 @ 10:00 pm
	Final Exam	Lectures 8 – 13; Associated readings	Must submit between July 27 @ 7:00 am - July 29 @ 10:00 pm

Optional Chat Sessions/Office Hours (subject to change):

Week 1: Saturday, June 13 @ 4:00 pm (Eastern)
 Week 2: Friday, June 19 @ 6:00 pm (Eastern)
 Week 3: Thursday, June 25 @ 6:00 pm (Eastern)
 Week 4: Tuesday, June 30 @ 6:00 pm (Eastern)
 Week 5: Thursday, July 9 @ 6:00 pm (Eastern)
 Week 6: Friday, July 17 @ 6:00 pm (Eastern)
 Week 7: Saturday, July 25 @ 4:00 pm (Eastern)