



Information Studies Department

Course Syllabus

INFS261 - Content Analysis

Catalog Description:	This course provides students with an overview of content analysis and the fundamentals to a broad approach emphasizing the role of content analysis in structuring, organizing and understanding of data and information. We will focus on several issues related to content analysis.
Credit Hours:	3 Credit hours: 2 Lectures per week 2 Labs. per week 0 Recitation per week
Prerequisites:	INFS201
Course Learning Outcomes:	<ol style="list-style-type: none">1 Knowing the role of content analysis in the organization of human knowledge2 Knowing the ways of content analysis3 Knowing the concepts and basics of classification4 Knowing the tools used in contents analysis
Major Topics:	<ul style="list-style-type: none">- The concept of content analysis and its role in knowledge organization- Theories and concepts of knowledge classification- Taxonomy & Classification- Subject Cataloguing- Schemas Classification- Subject Headings- Subject Directories- Natural Languages- Controlled Languages
Text Books:	None



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Grading:

- ⦿ The grading scale for this course is:
 - . 95 - 100 A+ Passing
 - . 90 - 94 A Passing
 - . 85 - 89 B+ Passing
 - . 80 - 84 B Passing
 - . 75 - 79 C+ Passing
 - . 70 - 74 C Passing
 - . 65 - 69 D+ Passing
 - . 60 - 64 D Passing
 - . 0 - 59 F Failing

- ⦿ Final grades will be determined based on the following components:
 - . 60% Semester Work
 - . 40% Final Exam

- ⦿ Students may not do any additional work for extra credit nor resubmit any graded activity to raise a final grade.

- ⦿ Late submissions will not be accepted for any graded activity for any reason.

- ⦿ Students have one week to request the re-grading of any semester work.

Attendance Policy:

Students should attend 80% of the overall course hours taught in the semester as per the University regulations.

If a student fails to achieve this portion, he/she shall not be allowed to appear in the final exam and shall be awarded "DN" grade and repeat the course.

Cheating and Plagiarism Policy:

The instructor will use several manual and automated means to detect cheating and/or plagiarism in any work submitted by students for this course.

When a student is suspected of cheating or plagiarism, the instructor raises the issue to the disciplinary committee.



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Communications:

Registered students will be given access to a section of the Blackboard Learning System for this course. Bb will be used as the primary mechanism to disseminate course information, including announcements, lecture slides, assignments, and grades.

Communication with the instructor on issues relating to the individual student should be conducted using CIS email, via telephone, or in person.