Folks,

This week we will have a two-part forum to start the week, and then, come Wednesday, we will be meeting in the meeting room, 1575, on the first floor of the library. In the library we will be signing up for conferences and PowerPoint presentations.

It looks to be a full week, and if you have questions about anything, let me know.

Take care,

Plan for 1-29-07

I Interviewing and Surveying Work: Prepost and question design
   A. Look over, again, this part of the Purdue OWL reading: http://owl.english.purdue.edu/owl/resource/559/06/.
   B. After re-reading, come up with three questions that you can ask in an interview of a person. **MAKE SURE THAT YOUR QUESTIONS ARE NOT YES/NO QUESTIONS.**
   C. Post your questions to the forum labeled “Interview Questions Forum for 1-29-07.”
   D. **YOU DO NOT NEED TO POST A REPLY TO ANYONE HERE, BUT LOOK AT CHRIS’ COMMENTS AT 5 P.M. ON MONDAY.**

II Creating a Survey: Creating a Post
   B. Open up the “Survey Monkey Directions for 1-29-07”, on our homepage or in Moodle. Or you can open up the url by clicking on this link: http://www.writing.ucsb.edu/faculty/dean/Upload-wr50-S06/SurveyMonkey.doc.
   C. Read through the directions, and then create a short survey (three to five questions) that anyone can answer. Some potential topics you can consider:
      a. Your experience with research.
      b. How you spent last weekend.
      c. How you will prepare for midterms
   D. After creating your survey, post your survey web address to the forum labeled “Survey Questions for 1-29-07”. Make sure that the title of your survey is named “YourName—YourSubject—survey.”
   E. **Take at least one other person’s survey.**

Plan for 1-31-07

I Library Orientation (50 min)

II Touching Base, Setting up Conferences (10 min)
   A. Send around the conference sign-up bit.
   B. Send around the PowerPoint Sign-up sheet.
   C. See how folks are doing take questions.
   D. Hand out and explain the library assignment.

III Library Work (30 min)

IV Short meeting (5 min)
   A. Meet out front, go over Monday’s work. Remind them of what to bring to conferences: questions for interview or survey, notes, other things.
   B. Remind them to meet in your office: 1314 Girv.