Objectives

This course is designed to provide the student with an understanding of the theory, implementation, and evaluation methods of text-based information retrieval systems. It covers health and biomedical information, current indexing and retrieval practice, system evaluation, research efforts investigating new approaches to indexing and retrieval, and digital libraries.

Time and Location

All class lectures and homework quizzes are online. The lectures cover the textbook content, with updates since publication of the textbook provided on the textbook Web site (see below). Students have interactive discussion in the Sakai forums.

Readings


In addition to the textbook, students are responsible for reading the chapter updates on the textbook Web site (http://www.irbook.info/updates-toc.html), which may be covered in the homework quizzes and final examination.

Registration

This course is open to all OHSU graduate students.

Course Outline

<table>
<thead>
<tr>
<th>Date Posted</th>
<th>Topic</th>
<th>Textbook Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/5</td>
<td>Terms, Models, Resources, and Evaluation</td>
<td>1</td>
</tr>
<tr>
<td>4/12</td>
<td>Health and Biomedical Information</td>
<td>2</td>
</tr>
<tr>
<td>4/19</td>
<td>Content</td>
<td>3</td>
</tr>
<tr>
<td>4/26</td>
<td>Indexing</td>
<td>4</td>
</tr>
<tr>
<td>5/3</td>
<td>Retrieval</td>
<td>5</td>
</tr>
<tr>
<td>5/10</td>
<td>Digital Libraries</td>
<td>6</td>
</tr>
<tr>
<td>5/17</td>
<td>Evaluation</td>
<td>7</td>
</tr>
</tbody>
</table>
Assignments

There are weekly homework assignments on the Sakai system consisting of multiple-choice homework quizzes. These are due one week after the material is posted.

Final Examination

There is an open-book final examination, which consists of short answer questions. Any material assigned for reading may appear, with emphasis on material that is covered in class.

Course Projects

A course project is required of all students, due June 7th at 5 pm Pacific time. The project may consist of:

- A 10-15 page paper on a particular line of work on some aspect of indexing, retrieval, or evaluation
- A 10-15 page detailed proposal for a new approach to indexing, retrieval, or evaluation
- Implementation of a computer program implementing some aspect of indexing, retrieval, or evaluation, with 10-15 pages of commented code
- Participation in the TREC Medical Records Track challenge evaluation

More details about the project will be provided during the term.

When Problems Arise

It is critical to contact the appropriate person when problems arise:

- For basic Sakai problems and course issues (e.g., cannot log in, after-hours technical assistance, Course Materials or Forum not available/accessible during regular business hours/days), contact the Sakai Help Desk: Toll-Free - (877) 972-5249; email - sakai@ohsu.edu. Sakai help is available M-F from 8am to 9 pm and weekends from Noon to 5pm.
- For questions about course content (e.g., do not understand a topic or disagree with homework quiz answer), contact the Teaching Assistant, who will be announced at the beginning of the course: go to the Email Tab after logging into the course and choose "Associate" role to send message to the TA or post a question in the Forums.

When appropriate, all issues will be elevated to Dr. Hersh. While Dr. Hersh does not maintain scheduled office hours, he is readily accessible via email and will respond within 24-48 hours. Appointments to discuss course matters by phone or in person can be arranged via email.

Grading
Grading consists of 30% assignments, 30% final examination, 30% course project, and 10% class participation.

The course is graded on a curve, but usually adheres to the following distribution:

- A  90-100
- A- 85-89
- B+ 80-84
- B  75-79
- B- 70-74
- C+ 65-69
- C  60-64
- D/F <60

Graduate Studies in the OHSU School of Medicine is committed to providing grades to students in a timely manner. Course instructors will provide students with information in writing at the beginning of each course that describes the grading policies and procedures including but not limited to evaluation criteria, expected time needed to grade individual student examinations and type of feedback they will provide.

Class grades are due to the Registrar by the Friday following the week of finals. However, on those occasions when a grade has not been submitted by the deadline, the following procedure shall be followed:

1) The Department¹ /Program Coordinator² will immediately contact the Instructor requesting the missing grade, with a copy to the Program Director and Registrar.
2) If the grade is still overdue by the end of next week, the Department¹ /Program Coordinator² will email the Department Chair directly, with a copy to the Instructor and Program Director requesting resolution of the missing grade.
3) If, after an additional week the grade is still outstanding, the student or Department¹ /Program Coordinator² may petition the Office of Graduate students for final resolution.

¹ For courses that are run by a specific department.
² For the conjoined courses (course number is preceded by CON_ that are run by Graduate Studies.

**Academic Honesty**

Course participants are expected to maintain academic honesty in their course work. Participants should refrain from seeking past published solutions to any assignments. Literature and resources (including Internet resources) employed in fulfilling assignments must be cited. See [http://www.ohsu.edu/xd/education/library/research-assistance/plagiarism.cfm?WT_rank=1#](http://www.ohsu.edu/xd/education/library/research-assistance/plagiarism.cfm?WT_rank=1#) for information on code of conduct for OHSU and [http://www.ohsu.edu/xd/education/teaching-and-learning-center/for-students/index.cfm](http://www.ohsu.edu/xd/education/teaching-and-learning-center/for-students/index.cfm) for more information on citing sources and recognizing plagiarism.

*In an effort to uphold the principles and practice of academic honesty, faculty members at OHSU may use originality checking systems such as Turnitin to compare a student’s submitted work against multiple sources. To protect student privacy in this process, it will be necessary to remove all personal information, i.e. student name, email address, student u-number, or any other personal information, from documents BEFORE submission.*

**Student Access**
OHSU is committed to providing equal access to qualified students who experience a disability in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (ADA-AA) of 2008. If you have a disability or think you may have a disability (physical, sensory, chronic health, psychological or learning) please contact the Office for Student Access at (503) 494-0082 or studentaccess@ohsu.edu to discuss eligibility for academic accommodations. Information is also available at www.ohsu.edu/student-access. Because accommodations may take time to implement and cannot be applied retroactively, it is important to have this discussion as soon as possible. All information regarding a student's disability is kept in accordance with relevant state and federal laws.

Commitment to Equity and Inclusion

OHSU is committed to creating and fostering a learning and working environment based on open communication and mutual respect. If you encounter sexual harassment, sexual misconduct, sexual assault, or discrimination based on race, color, religion, age, national origin or ancestry, veteran or military status, sex, marital status, pregnancy or parenting status, sexual orientation, gender identity, disability or any other protected status please contact the Affirmative Action and Equal Opportunity Department at 503-494-5148 or aaeo@ohsu.edu. Inquiries about Title IX compliance or sex/gender discrimination and harassment may be directed to the OHSU Title IX Coordinator at 503-494-0258 or titleix@ohsu.edu.

Please use professional etiquette when communicating with peers and the instructor. This means avoiding aggressive or offensive language, showing respect for others' opinions and positions, and conducting yourself as if you were face to face with them. Please pay special attention to etiquette in class forums and when using email. If you notice someone violating this policy, please make the instructor and TA aware of the problem.

Course Access

Every reasonable effort has been made to protect the copyright requirements of materials used in this course. Class participants are warned not to copy, audio, or videotape in violation of copyright laws. Journal articles will be kept on reserve at the library or online for student access. Copyright law does allow for making one personal copy of each article from the original article. This limit also applies to electronic sources.

To comply with the fair use doctrine of the US copyright law, Sakai course sites close three weeks after grades are posted with the Registrar. Please be sure to download all course material you wish to keep before this time as you will have no further access to your courses.

DMICE Communication Policy

1. If the syllabus directs the student to contact the TA before contacting the instructor, the student should do so. Otherwise, the student should contact the instructor and allow 2 business days (not including weekends) for a response.
2. If the student does not receive a response from the instructor within 2 business days, s/he should contact the TA (if there is one). When contacting the TA s/he should cc the instructor and Diane Doctor at doctord@ohsu.edu.

3. If a student does not receive a response from the TA within 1 business day (not including weekends), s/he should contact Diane Doctor at doctord@ohsu.edu and cc the instructor and the TA.

4. If Diane does not reply within 1 business day (not including weekends), the student should contact Andrea Ilg at ilgan@ohsu.edu.

5. Students having difficulties with Sakai should contact the Sakai Help Desk at sakai@ohsu.edu or at (877) 972-5249. Sakai help is available M-F from 8am to 10pm and weekends from Noon to 5pm. Do not contact the instructor.