Empathy Bytes
Emerging Technologies in Libraries

VIP-2601/3601/3602/ 4601/ 4602/ 4603/ 6601/6602 -Credits range from 1-3 depending on time/effort committed to the project.

The number of credits for which a student is enrolled is considered in grading. Please refer to VIP website for guidelines https://vip.gatech.edu/current-students/. Evidence of work and research completed should be documented weekly and included in end of semester deliverables.

1 credit = 2-3 hours of work per week

2 credits = 4-6 hours of work per week.

Above 2 credits- please discuss with instructor. (only open to specific senior level or grad students)- Requires leadership role. 7-9 hours

Schedule:

A) **Sub Team meetings- weekly - as determined within subgroups.**

B) **All Team meetings with Advisor present -Approximately 6-8 meetings each semester**
All teams meeting takes place Tuesdays from 5-6 in Crosland Library Room 2130

Instructor Information

Instructor Alison Valk	**Email** Alison.valk@library.gatech.edu	**Office Hours & Location** Library- Crosland 3126 (by appt)
Co-Instructor/ GTA S.A. Shenoy	**Email** sshenoy38@gatech.edu	**Office Hours & Location** Weekly- Library Crosland Tower

General Course Information

VIP Description

The Vertically-Integrated Projects (VIP) Program operates in a research and development context. Undergraduate students that join VIP teams earn academic credit for their participation in design/discovery efforts that assist faculty and graduate students with research and development issues in their areas of expertise.

The continuity, technical depth, and disciplinary breadth of these teams are intended to:

- Provide the time and context necessary for students to learn and practice many different professional skills, make substantial contributions to the project, and experience many different roles on a large, multidisciplinary VIP team.

Team Focus:
This team focuses on building a wide collection of digital artifacts including an immersive digital archive. Other artifacts may include interviews, photographs, multimedia, web content, and mobile apps that represent diverse communities and collections. Students explore the connections these communities and library collections have to Georgia Tech research, creative

endeavors and their impact on well-being in general. Students are given an opportunity to research communities. Students focus on documenting community experiences and designing innovative ways of sharing these stories and resources with a broad audience.

Library Archival collections are a tactile way to explore the lived experience of communities allowing the researcher and curator to find themselves in other people's stories.

This VIP focuses on how emerging and new technologies can improve access to library collections.

Central Research focus: How do we make library collections & artifacts, oral histories, and community stories more accessible while using technology to enhance empathy and understand each other's perspectives. We explore a variety of technologies including VR/AR/XR, Web development, App development and Media production. This VIP is broken down into sub teams with each team focusing on a particular technology and mode of communication.

Pre- &/or Co-Requisites

There are no pre-requisites or co-requisites for this course.

This course may appeal to students with an interest in mixed reality, virtual reality, app development, journalism, interviewing, audio editing, multimedia production, digital archiving, photography, culture, media, communication, podcasting, web development and content curation.

Course Goals and Learning Outcomes

By the end of this course sequence, students will be able to:

1. **Develop** effective communication and documentation strategies while working in an interdisciplinary team.
2. **Design and implement engaging methods of showcasing library and community collections.** (Could include specialized skills including working with: Immersive environments, Mobile applications, Web Development and Multimedia / Content Delivery**)**
3. **Integrate team building and training** exercises into project workflow.
4. **Develop Effective Presentation skills**
5. **Understand and engage in the Project management process**, including planning, marketing, and stakeholder communication.

Current Technologies Used

- XR: Unity, Kiri Engine, Blender, 3D modelling, Meta Quest 3
- App Team: React Native, Firebase, GitHub, Notion
- Web Team: Drupal, GitHub, GraphQL Java Script, CSS etc.
- Media: Figma, Davinci Resolve, Recording Technologies, YouTube, Notion

Course Requirements & Grading

VIP teams function like real-world project teams. Members work on different aspects of a shared project, ranging from sophomores to graduate students, and from first-time participants to those with multiple semesters of experience. Students may enroll for variable credit hours, which are considered in grading. **Note:** Zero-credit enrollment is reserved for paid participants and follows the same grading criteria.

Grading Overview

Each student is evaluated across three core areas, with three mandatory requirements. Regardless of role or experience, students must demonstrate achievement in all three areas:

1. **Documentation and Records (Total Percentage of Final Grade 35%)**
   - Maintain individual documentation.
   - Contribute to team documentation

     a. Weekly individual notebook/ Discussion posts (14%)
     - This will be checked each week (1% of your grade each week).
     - Lowest of the weekly grades is dropped

     b. Comprehensive Notebook Checks (5%)
     - There will be two graded assignments for the notebook (mid-point, and end of semester) weighted 5% of total grade (2.5% each check). We look to see if you are incorporating our feedback and have an effective documentation strategy (see notebook rubric).

   - **c. Other Team or Collective Documentation (16%)**
     - VIP Wiki/blog documentation.
     - Group Documentation and project assets via Google Drive
     - Training/onboarding materials and Documentation organization
     - Code (via GT GitHub) if developing software this semester.
     - Monthly team presentations. (one each month at all -team meetings)
   -

2. **Individual Deliverables (Total Percentage of Final Grade 40%)**
   - Complete items as listed on Contract.
   - Engage actively in the project.
   - Pursue knowledge relevant to the project.
   - Contribute to technical progress.
   - Experienced members/ Team leads may also contribute to project management.

   Individuals will be responsible for deliverables in their respective tracks or areas. Each person should have a few clear deliverables they are responsible for within the sub-team. This should be developed and documented early in the semester and shared with the advisor and team leads. **(via Contract)**

   - See list of suggested deliverables that align with project goals. Consult with instructors for deliverable breakdown.
   - There is usually a mid-point deliverable , and final deliverables.

3. **Teamwork and Interaction and Engagement (Total Percentage of Final Grade 25%)**

   - Participate in peer evaluations. Failure to submit results in a full letter grade deduction. (mandatory per- VIP Program requirements)

- Meeting Participation: Attend meetings on time. (both all team meetings ,meetings with TA and sub team meetings)
- Collaborate toward team goals/ Follow- through on tasks and assignments.
- Pro-active and consistent communication with team and willingness to assist other team members
- Contribute to team presentations.
- Feedback from Peer Review factors heavily in this grade.

Rubric

See Notebook Rubric in Canvas for expectations on weekly Canvas postings. There is also another document that provides further breakdown on how your grade is calculated in Canvas that will help you better position yourself for success.

Grading Scale

Your final grade will be assigned as a letter grade according to the following scale:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59%

Course Materials

Materials/Resources

Instructors can assist with getting needed materials or resources when requested well in advance. Meta Quest 3 headsets are provided for semester long use for XR team in their development work.

Course Website and Other Classroom Management Tools

Main communication methods for this class are:

- **Canvas** for class announcements and submissions.
- **Discord** is used for subteam communication and informal knowledge sharing.

Peer evaluations are administered by the VIP Program Click Here to access peer-evaluations from off campus. Click here to access from on campus. You will be prompted to sign in. Users can only log in from on campus or via VPN. Students can only access the peer evaluation portion of the system during active evaluation periods.

Course Policies, Expectations, & Guidelines

VIP is a collaborative, multidisciplinary, project-based learning and research experience. Your success in this course depends not only on your technical contributions but also on your active engagement with your team and the broader learning process.

Your Role in the Learning Process

As a VIP student, you are expected to:

- Take initiative in exploring and applying knowledge relevant to your project.
- Collaborate effectively with team members across disciplines and experience levels.
- Document your work thoroughly.
- Reflect on your learning and contributions throughout the semester.

This course is a real-world team environment, where learning is dynamic, self-directed, and collaborative. Your growth depends on your willingness to engage, contribute, and learn from others.

Team Meetings and Participation

Attendance and active participation in **team meetings** and **sub-team meetings** are required. These meetings are essential for:

- Coordinating project tasks and timelines.
- Sharing progress and receiving feedback.
- Learning from peers and mentors.
- Contributing to team decisions and direction.

Failure to attend meetings without valid reason may negatively impact your grade and your team's progress. If you anticipate missing a meeting, communicate with your team and advisor in advance.

Use of External Resources

You are encouraged to consult external sources to support your learning and project work. However:

- Do **not present someone else's work as your own**.
- Always **cite and reference** external materials used in your notebook, code, presentations, or other deliverables.
- Proper attribution is essential to maintain transparency and integrity in a collaborative research environment.

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. Review Georgia Tech's Honor Code and the student Code of Conduct.

Any student suspected of cheating or plagiarizing on a quiz, exam, or assignment will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, contact the Office of Disability Services (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible in order to set up a time to discuss your learning needs.

Attendance and/or Participation

Attendance in both all team meetings and sub teams meetings is mandatory – You are allowed to miss one all-team meeting , no questions asked, but be sure to communicate any missed meetings, late arrivals, or conflicts with your teams/ team lead or instructor where applicable. Excessive absences whether with sub team or all -team can negatively impact your grade.

Extensions, Late Assignments, & Re-Scheduled/Missed Exams

Due to the nature of VIP classes as a semester long group project, late submissions are not generally accepted**. Any special circumstances must be formally arranged with the instructor well in advance of semester/ grade deadlines. All students already have an additional extra week built into this VIP, that they may choose to use if needed, prior to the end of the semester to submit required documentation**

Weekly posts can be submitted up to 2 days late, but with a grade deduction. If you question your ability to attend and engage with your team regularly or commit to tasks that fit within the requirements for your course credits, you may drop the class with a W prior to the official campus drop date.

Inclement Weather and Digital Learning Days

If an all-team meeting or class activity is scheduled during a day in which the campus experiences inclement weather. The instructor may choose to pivot to an asynchronous activity or an online class meeting. An official announcement will be made on the course Canvas page prior to class.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. The Student-Faculty Expectations articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

Student Use of Mobile Devices in the Classroom

Devices may be used in class when in conjunction with development work or part of a sub team demo, presentation or communications. In order to be respectful to others, devices should be put away by members of the audience during formal presentations from instructors or during a subteam presentation.

Additional Course Policies

VIP Room and Equipment Use Policy (Rooms available to VIP teams)

VIP rooms and equipment are shared resources used by multiple teams. To ensure a productive and respectful working environment, the following rules apply:

1. Room Usage Priorities

Room use is prioritized as follows:

1. Scheduled team meetings, lectures, and learning modules
2. Weekly sub-team meetings (multiple groups may share the space)
3. Video conferences or special meetings with VIP stakeholders
4. Other project-related work (multiple groups may share the space)

Room schedules are available on the VIP website.
Note: A "good neighbor" policy applies—students may use rooms during other activities as long as they do not cause disruption. Quiet individual work or studying is allowed when it does not interfere with scheduled uses. Similarly, multiple groups may use a VIP room at the same time.

2. Cleanliness and Conduct

- Everyone is responsible for keeping rooms clean.
- Food is allowed, but spills must be cleaned immediately.
- **Gum must be disposed of properly—do not stick it under desks or on carpets.**
- Rooms are monitored by cameras; violations may be reviewed via video.

3. **Equipment Use**

- Equipment may be designated for general use or assigned to specific teams.
    - General use examples: Projector in Klaus 1440, monitors in VL 465 and VL 463B.
    - Equipment assignments may change each semester.
- If unsure about equipment access, contact: vip-request@ece.gatech.edu
- Use equipment only for its intended purpose. Misuse may pose safety risks.

Important Equipment Rules:

- Equipment may not be removed from VIP rooms without a signed loan agreement approved by a VIP Director.
- You are financially responsible for any equipment not returned in good condition.
- You must know how to operate equipment safely. Approval to use equipment does not imply safety training has been provided.

4. Computer Accounts

- Accounts are for individual use only—do not share with others.
- All usage must comply with Georgia Tech, USG Board of Regents, and State of Georgia policies.
- Respect privacy and data integrity. Having access to a file does not mean you are authorized to read or modify it.

5. BuzzCard Access

- Access is a privilege and is logged.
- Rooms are under video surveillance. In cases of theft, vandalism, or messes, logs and footage will be reviewed.
- Do not allow unauthorized individuals into VIP spaces.
- Always secure the room (close the door) when leaving.

Campus Resources for Students

Undergraduate Student Academic Success Resources:
A list of resources for undergraduate students' academic success and information about advising can be found at Success at Tech.

- 1:1 Tutoring: Students looking for additional assistance outside of the classroom are advised to consider working with a peer tutor through Knack. Georgia Institute of Technology has partnered with Knack to provide students with access to verified peer tutors who have previously aced this course. To view available tutors, visit gatech.joinknack.com and sign in with your student account.

Graduate Student Academic and Professional Success Resources:
A list of resources for graduate students is given on the Office of Graduate and Postdoctoral Education website. Specific information for current graduate students includes

- Academic Resources such as the Communications Center, Language Institute, Library, Catalog, Registrar, resources for conducting research, Advocacy and Conflict Resolution resources, and how to manage unexpected situations that may impact your academic performance;
- Student Resources such as Campus Services, Child Care/Family programs, Health & Wellness, Career Services, and the Student Resource Guide; and
- Professional Development such as the programming from the Career Center and other professional development resources and events"]

Student Well-Being:
At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A comprehensive list of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being (student-resource-guide (gatech.edu)

Course Schedule Overview-

Please See Course Deadlines Document on Canvas for detailed week by week breakdown

Week	Date	Activity/Event
Week 1	Week of Jan 11	Introductions on Canvas Overview of team's work Discussion of semester goals Subteam selections begin …
Week 2	Week of Jan 18	Sub-team selections begin

		Sub-team meeting times finalized
Week 2	Jan 20-26	Verification of Student Participation
Week 6	Week Feb 15	Self-graded rubric
Week 7 /8	March 1	Ensure VIP documentation is up to date for mid-term grading.
		Midterm grades for 2000-level courses due in OSCAR (S for satisfactory, U for unsatisfactory).
	March 8-12	Spring Break
	March 23	**Withdrawal Deadline**
Week preceding finals		Web-based peer-evaluations released for students to complete. Late submissions will not be accepted.
Last week of class	Week of April 26	Final presentations Turn in individual VIP documentation for final grading.
Finals Week	April 29- May 6	No Final- ensure all supporting documentation/ deliverables has been submitted by end of semester.