

**Course Number & Name:** LIS 433 - Oral History

**Description:** This course is in four components: 1] studying the ethics and responsible practice of oral history; 2] studying the mechanics of analog and digital recording; 3] developing a project to document a life, event, occupation, family, institution or experience; 4] archiving, providing access and preserving analog and digital recordings. The class will make use of films, field trips and guest lecturers. All projects must secure the approval of the Simmons College Internal Review Board.

- **Prerequisites:** None
- **Audience (level, environment/setting):** any; any, archives, research methodology
- **Student Learning Outcomes [by number]:** 4, 6, 7
- **Topics/List of Lectures:**
  - Memory, Oral History and the Public
  - Project Development
  - Interview Technique
  - Interviewing and Documenting Interviews
  - Recording Devices and Techniques
  - Preservation of Sound Recordings (Digital and Analog)
  - Cataloging and Archiving Oral History
  - The Ethics of Fieldwork
  - Oral History and the Law
- **Suggested Textbooks/Readings**
  - Donald A. Ritchie, *Doing Oral History: A Practical Guide*. 2<sup>nd</sup> ed. New York, NY: Oxford University Press, 2003.
  - Joan E. Sieber, *Planning Ethically Responsible Research: A Guide for Students and Internal Review Boards*. Applied Social Research Methods Series Volume 31. Newbury Park, CA: Sage Publication, 1992.
  - Bruce Jackson, *Fieldwork*. Urbana, Il: University of Illinois Press, 1987.
  - John A. Neuenschwander, *Oral History and the Law*. Carlisle, PA: Oral History Association, 2002.
  - United State Holocaust Memorial Museum. *Oral History Interview Guidelines*. Washington, DC: United States Holocaust Museum, 1998.
  - Marion Matter, *Oral History Cataloging Manual*. Society of American Archivists, 1995.
  - Oral History Association. *Evaluation Guidelines*. Carlisle, PA: Oral History Association, 2002.

- **Course History:**  
December 2004: Description change; no vote needed.
- **Document prepared by:** Allen Smith, 12/04