



Master of Science in Information Management

full-time Day Program and part-time Executive Program



UNIVERSITY OF WASHINGTON

2008
www.MSIM.washington.edu

who

The Information School (iSchool) of the University of Washington develops leaders who can transform information into a valuable resource by strategically organizing and synthesizing information, assessing organizational needs, designing information systems that consider the people who use them, and managing systems and people in order to facilitate access to information. The Master of Science in Information Management (MSIM) program has tracks for traditional students as well as experienced professionals who study while they work. Students drawn to our MSIM program have an affinity for information and for helping to put people in touch with the information they need. MSIM graduates have the critical analytical and management skills necessary to lead the complex information-intensive projects most organizations struggle with in the Information Age. Student and alumni profiles are highlighted on pages 8 and 9.

what

The MSIM program educates students to manage and direct the evolving needs of today's organizations and businesses. The program integrates the areas of strategic planning, systems design, business leadership, metadata, networking, and information technology. One of the signatures that defines our MSIM program is a unique focus on organizing information systems to meet human needs; this human-centered approach is integrated throughout our MSIM curriculum. The degree is offered via two program options. The full-time MSIM option (often referred to as "Day MSIM") complements a bachelor's degree in business, arts, or sciences and is offered during the traditional Monday through Friday schedule. For professionals who have been working in an information field for three or more years, we also offer the Executive MSIM program option, with classes held on Friday evenings and during the day on Saturdays.

when

The time to pursue the MSIM is now! As our information society expands, so does the need for information professionals. The demand for skilled information professionals continues to grow, and our MSIM graduates take on roles as information leaders throughout a broad spectrum of organizations. We admit students into our MSIM program options once each year, for autumn quarter. Application deadlines and instructions are highlighted on page 12.

where

The University of Washington (UW) was founded in 1861 and is currently made up of 17 major schools and colleges, the iSchool being the newest among them. Nearly 28,000 faculty and staff serve a student population of over 42,000 across the UW campus. Over one-fourth of the student population on the UW campus is made up of those at the graduate and professional levels. The iSchool was originally established in 1911 as the School of Librarianship. In the late 1990s, we began a major expansion, establishing our MSIM program (in addition to other new degree programs in Information Science at the doctoral level, and Informatics at the undergraduate level). At the same time, we increased enrollment in our Master of Library and Information Science program (including adding in a distance learning option). Now a broad-based information school with approximately 600 students, the iSchool draws faculty from a variety of disciplines, including management, information science, computer science, library science, business, law, engineering, and education. We now have close to 40 faculty and lecturers, and over \$2 million per year in funded research. Our faculty are experts who collaborate together to solve real human problems from a common perspective – the information perspective. We believe in the power of information and are committed to harnessing that power to improve people's lives.

why

Opportunities abound for information professionals in every corner of society – in businesses and non-profit organizations; technology centers; and government, legal, and public agencies, to name but a few. (Our MSIM program develops ethically-aware leaders who can strategically manage information resources, people and technologies to improve the efficiency, productivity, and effectiveness of any organization in any setting.) We encourage you to contact us or attend one of our information sessions (upcoming dates at www.MSIM.washington.edu) to learn more about why the MSIM degree offered by the University of Washington Information School can help you attain your goals!

overview Two pathways to a degree.

MSIM students benefit from the unique perspective of the iSchool, integrating the three strands of information, people, and technology. (The School's emphasis on human-centered design helps students focus on people, finding information solutions that respond to the needs and values of information users.) Our long history in information science allows us to offer training in knowledge organization, metadata management, and information architecture, all within the MSIM program. Added to this are courses in strategic management and the underlying technologies that ensure successful adoption and execution of information-intensive projects in any organization. Courses also emphasize larger issues of concern to all information professionals, such as ethics, legal, and policy questions.

MSIM graduates know how to formulate corporate information policy, plan for effective use of technologies in organizations, increase productivity among information users, and use IT for competitive advantage. They have a diverse set of skills, with competencies in all of the following areas:

- Knowledge Organization – organizing knowledge assets for more effective retrieval and use
- Systems Analysis, Development, and Integration – developing and managing information systems that are directed by the needs of users and of the organization
- Leadership and Change Management – using techniques for initiating and leading change, communicating effectively, and promoting teamwork
- Strategic Alignment of IT and Business Goals – considering the competitive and regulatory environment of their organizations when making IT decisions

Day MSIM The full-time MSIM program option (often referred to as "Day MSIM") complements a bachelor's degree in business, arts, or sciences by opening new doors for career possibilities. Day MSIM classes are offered during the traditional Monday through Friday schedule. Additional electives and a two quarter internship are required for completion of this track to provide in-depth knowledge and practical experience in areas of student interest. Enrollment in the Day MSIM option is open to national and international applicants, and applicants to this program need not have prior experience in an information field. The Day MSIM program option requires a minimum of 65 credits and is designed to be completed in 2 years.



Executive MSIM For professionals who have been working in an information field for three or more years, we offer the Executive MSIM program option, tailored to meet the needs of busy working professionals. Executive MSIM classes are held Friday evenings and during the day on Saturdays. Students in the Executive MSIM program come from a variety of organizations, including Boeing, Microsoft, The Seattle Times, AOL, Washington State Department of Transportation, Fred Hutchinson Cancer Research Center, and Starbucks, among many others. The Executive MSIM program option requires a minimum of 47 credits and is designed to be completed in 2 years.

Curriculum Overview

Information Core Courses

The information perspective and the skills you need to analyze and organize information.

- Human Aspects of Information Systems
- Information Services and Resources
- Organization of Information and Resources
- Policy, Law, and Ethics in Information Management

Technology Core Courses

The background and skills you need in the use of technology to harness information in organizations.

- Design Methods for Interaction and Systems
- Principles of Database Systems and Semi-Structured Systems

Management Core Courses

The background and skills you need in using information as a management tool in organizations.

- Management of Information Organizations
- Information and the Management of Change

Integrating Courses

Courses designed to help bring the strands together

- Information Management Framework
- Stakeholders, Information, and Technology (Capstone)

Elective Courses

Elective Courses allow students to concentrate in areas of information management specifically related to their own interests. These range from advanced courses offered by the iSchool in each of the three areas of Information Organization, Information Technology and Information Management, to any of hundreds of courses offered by other schools and departments throughout the University related to this area.



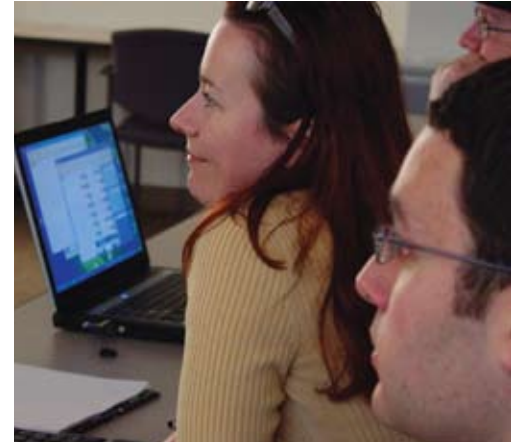
opportunities

The MSIM program at the iSchool provides numerous opportunities for in-depth focus, experiential learning, and student involvement.

Internship We recognize the value of education that extends beyond the formal classroom. To this end, an internship component is included in the MSIM curriculum. Students pursue MSIM internships in the form of an academic “course” (IMT 590). During the internship placement (lasting a minimum of 2 academic quarters), the student works to meet meaningful learning objectives that have been mutually defined by the student and a site supervisor. Students in our Day MSIM program option are required to complete a minimum of two quarters of internship, normally pursued during the Autumn and Winter quarters of their second year in the program. The MSIM academic advisor assists students in identifying an appropriate internship site and ensuring that the placement provides an optimal experience for both the student and site supervisor. MSIM internships offer students the opportunity to apply theoretical knowledge to a real-world environment. Internships also allow students to build professional experience and networking connections prior to graduation, which often result in offers for permanent employment.

Capstone The capstone is an integrative experience in which students synthesize the knowledge and skills they have acquired while in the MSIM program. Students may pursue a research-oriented or an interactive design-oriented capstone. The capstone experience is student-directed, meaning that students take responsibility for identifying and defining a problem to work on, developing the approach and methods needed to address the problem, carrying out the investigation, and presenting findings in both oral and written forms. Day MSIM students develop their capstone project as a continuation of their required internship experience.

Student Professional Organizations Becoming a part of the professional community is an important aspect of professional education. Students at the iSchool are fortunate to have a number of quality professional organizations with student chapters and student membership. We encourage our students to become active in at least one of these organizations. Among the organizations our students are active in is our student chapter of the American Society for Information Science and Technology **ASIS&T**. A complete list of our student professional organizations may be referenced at www.ischool.washington.edu/people/organizations.aspx.



Located in Mary Gates Hall, one of the University's flagship facilities on the Seattle campus, we offer one of the most innovative student technology facilities found at any information school in the world.

Mary Gates Hall includes 20 state-of-the-art teaching classrooms, each with full computer projection and multimedia capabilities. Also available are 10 breakout rooms for class discussion sessions, an auditorium with full facilities for distance education, 3 computer "collaboratories" that allow faculty to teach hands-on computer classes, and a 180-seat general access student computer lab on the main floor. The iSchool space comprises most of the 3rd and the entire 4th floors of the building and includes faculty and staff offices, meeting rooms, a student lounge, a computer classroom, and a technology exploration lab.

The computer classroom supports hands-on instruction and allows students the opportunity to engage in participatory learning with technology. The computer classroom includes one instructor station and 35 student workstations. The technology exploration lab includes 24 workstations in a regular computer lab configuration along with another 48 workstations that are set up on a server wall. Students can reserve any of the 48 machines on the "server wall" if they would like to experiment with setting up their own server or small network. Removable/external drives along with network switches allow students to explore a variety of server operating systems and applications. Wireless connectivity is also available in both labs.

In addition to Mary Gates Hall, we also have a dedicated information science research facility within walking distance from campus at the Roosevelt Commons Building. Our research space comprises 10,000 square feet of offices, workstations, research labs, and meeting spaces.

Network Connectivity The iSchool and UW have an excellent network infrastructure. All machines in the iSchool have dedicated 100MB switched Ethernet connections to departmental servers on the Local Area Network (LAN). Our servers have Gigabit Ethernet connections to the campus network and wireless Ethernet is available throughout the building.

The UW is a leader in national networking initiatives, and was one of four inaugural sites on the Internet2 "Abilene" network using a 622MB connection. The University has a 155MB connection to the national "very High Performance Backbone Network Service" (vBNS) and is home to the Pacific Northwest GigaPOP project—a regional hub for high-speed Internet connections and services.



Software As of spring 2006, all iSchool maintained machines (servers, desktops, and laptops) are PC based utilizing Windows XP. Plans to upgrade iSchool systems to Windows "Vista" and Office 2007 (expected release at the end of 2006) are already in place. Students are able to install alternative operating systems such as Linux on external USB hard drives that are available for checkout, or within a virtual machine. Our labs are set up with a consistent environment and we stay current with major software releases, with over 100 latest versions of applications installed on our systems.

We are a member of the Microsoft Developers Networks Academic Alliance (MSDNAA) through which students can obtain free instructional use copies of all Microsoft developer and server tools. Copies of Windows XP and Office Professional are also available to students at a very low cost (approximately \$70 each). Other software such as Windows, Microsoft Access, Visio, and Visual Studio are available via free download to iSchool students or can be shipped for a nominal fee.

financial aid

iSchool Scholarships Each year the iSchool offers several scholarships, typically in the range of \$3000 each. Some of these scholarships are based on financial need (as reflected in the FAFSA, see below) while others are based on merit. All incoming MSIM students are automatically considered for these scholarships as part of the admission process. In order to be considered for need-based scholarships, the FAFSA should be submitted by the end of February. Additional information on iSchool scholarships is available at www.ischool.washington.edu/resources/finaid/msim.aspx.

FAFSA The Free Application for Federal Student Aid (FAFSA) is required for many sources of financial aid, including federal loans and some iSchool scholarships. Further information about the FAFSA, including an online application form, is available at www.fafsa.ed.gov.

Graduate Staff Assistantships The iSchool offers a limited number of Graduate Staff Assistantship (GSA) positions to our students each year based on merit. GSAs typically work 20 hours per week on a nine-month appointment. Our GSAs support faculty with a variety of tasks, including class preparation, reference work, literature searches, conference planning, website creation and maintenance, and other administrative duties. In general, all GSA positions require good written and verbal communication skills, problem-solving skills, the ability to work independently, the ability to manage competing priorities, and proficiency with Microsoft Office software. Some positions require more technical expertise, such as web design or specific software knowledge. Students are encouraged to apply during the admission process. Instructions on how to apply can be found on our Student Employment Opportunities page at www.ischool.washington.edu/people/studenttempopenings.aspx.



Information Sessions We host information sessions for individuals interested in either the Day or Executive MSIM program options. Information session topics include what you can do with the MSIM degree, application procedures, as well as a detailed overview of the curriculum. We offer these information sessions in-person on the UW Seattle campus, as well as live, interactive web chats that allow you to participate from anywhere in the world. Details on our upcoming information sessions are available at www.ischool.washington.edu/msim/infosessions.aspx.

Housing Information concerning housing (including married student housing, on-campus dormitory accommodations, and off-campus housing) is available from UW's Housing and Food Services at <http://hfs.washington.edu>. The Student Housing Affairs site also provides information to help students find (non-UW) rental housing off-campus, and is available at <http://housing.asuw.org>.



Student Health Insurance Students holding departmental Graduate Student Appointments are covered on the standard student insurance plan and have the option of insuring their dependents for half of the cost. For others, the Student Accident and Sickness Insurance Plan is available for regularly enrolled University students and their dependents. More information on this plan is available at <http://depts.washington.edu/ovpsa/insurance.html>.

All international students are required to have a health and accident insurance policy in force while registered at the University. This requirement can be satisfied either by purchasing student health insurance from the UW or by showing proof of equivalent coverage. International students are not allowed to register unless the insurance requirement is fulfilled by the tuition due date.

Geoff Froh

2006 Executive Alumnus



I came to the Executive MSIM program after more than a decade working with Internet technologies in the non-profit sector. During that time, I witnessed both large and small organizations struggle to implement technology solutions, often because projects were not connected to strategic needs. Over the last two years, the MSIM program has provided methodologies and tools that will help me to identify where information can make the greatest impact in moving an organization forward. A core part of my experience came from the unique insights and diverse professional backgrounds of my fellow students. Our cohort has evolved into a community of learning within the larger community of the iSchool. I expect the relationships we have built amongst ourselves and with the program will continue to be an important part of our careers and our lives.

Agueda Sanchez

2005 Executive Alumna



Karen Semyan

2005 Executive Alumna



When I found the MSIM program, I realized it was a degree designed for me. I had worked in “information management” for a decade—I just wasn’t calling it that—having planned, managed, and built websites and online applications in the fields of financial services, e-learning, and humanitarian relief. I’m passionate about organizing information for everyday people to make it easier to find and use, and the MSIM’s unique blend of IT, information science, and business leadership was appealing. I learned the academic fundamentals of information science, gained a richer technical perspective, and deepened my skills at managing projects and teams. Finally, I’ve made connections and some wonderful friends with iSchool faculty and colleagues. My MSIM experience has opened up new doors of possibility for me professionally.

Karen Foley
2005 Day Cohort



The biotech industry continues to generate data at an exponential rate. How do we manage that data to be easily searchable by people with varying backgrounds and needs? How does a biotech company maintain the knowledge of their knowledge workers? How does a biotech company increase collaboration and knowledge sharing to increase innovation and efficiency? I left the biotech industry to attend the Day MSIM program in order to help find the answers to these questions and more. My goal is to be able to make access to data and information more efficient and effective within a biotech organization. The iSchool MSIM program's mission and connection to industry is what drew me to the great NW to pursue my graduate education.

Looking to switch careers, I searched for a program that would give me the knowledge and skills to move into the areas of business and strategic planning, while leveraging my experience in information technology. I chose the MSIM program because it integrates technology and business management with a human centered approach that is innovative and forward looking. The program was an experience of a lifetime. One of the highlights was collaborating on projects with outstanding classmates and faculty, a partnership that continues after graduation. Today, I work in business and strategic planning at one of the world's most respected multinational companies where I get to further develop my interest in knowledge management.

Harver Chun-hao Yang
2005 Day Cohort



The most important decision I ever made to choose this wonderful program at UW. There are a lot of tangibles as well as intangibles that one stands to gain in this program. It has made me more confident going into the business world and given me the right set of skills- managerial, technical, presentation and, best of all, teamwork. It allowed me to compliment my undergrad background in business with practical knowledge of how technology can help drive business. Participating on different projects within the MSIM program was a particularly enriching experience because it provided hands-on exposure to a mixture of technological and managerial challenges. As a result, the MSIM program significantly increased my marketability and enhanced my career opportunities.

The faculty of the Information School is dedicated to providing the highest levels of teaching, research, and service. Collectively, our outstanding faculty represents the broad spectrum of activities and interests that characterize today's dynamic developments in information science. Additional information about our faculty is available at: www.ischool.washington.edu/people/personnel.aspx.

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Areas of interest: constraint programming languages, object-oriented programming languages (OOP), value-sensitive design.

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Areas of interest: cognitive psychology, human-computer interaction.

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Areas of interest: augmented reality, intersections of information, technology, and nature.

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Areas of interest: information and the quality of life, digital libraries and publishing, nature of documents, social implications of computing.

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Areas of interest: library services in schools, information literacy instruction, reading guidance, library services for children, using information systems in libraries, particularly among underserved populations.

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Areas of interest: cultural aspects of individual and organizational learning and knowledge management, philosophy, and ethics of technology management.

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Areas of interest: information in government, consulting private and public-sector organizations, project management, modeling complex systems.

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Areas of interest: IT project management, knowledge management and tacit knowledge, decision-making, requirements analysis.

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Application Overview To be considered for admission prospective students must apply to both the UW Graduate School and to the Information School. The information below serves as a basic overview. Please refer to www.ischool.washington.edu/msim/admissions.aspx for complete details and instructions for applying to the MSIM program.

All applicants to the MSIM program must meet the following basic requirements:

- bachelors degree or higher from an accredited institution
- grade point average of 3.0 or higher

Applicants to the Executive MSIM program option must meet this additional requirement:

- professional experience with information technology or management (3 years minimum)

The application process begins with the Graduate School's online application at <https://www.grad.washington.edu/application/>. The online application fee is \$50 (US). A downloadable/printable version of the Graduate School application can be provided for those who are unable to use the online application. After completing the Graduate School portion of the application, you will be directed to the iSchool online application.

Complete detail on the specific information you will be asked to provide is available on our website. The following are among the items you will be asked to include:

- curriculum vitae or resume
- personal statement of educational and professional goals
- names and contact information for three persons from whom you have requested recommendations (Your recommenders will be sent an e-mail prompt with instructions for submitting their letter of recommendation online)

Most of the iSchool application information is collected online, however some application materials must be submitted by mail. The following materials must be mailed directly to the iSchool:

- official transcripts from each relevant institution attended
- GRE/GMAT scores; either test meets our application requirements. You do not need to take both tests.
- TOEFL score (for international students)

Day MSIM Program

U.S. Citizens and Permanent Residents: February 1, 2008

International Applicants: November 1, 2007

Executive MSIM Program

U.S. Citizens and Permanent Residents: May 1, 2008

International Applicants: November 1, 2007



International Student Information An international student is defined as any person who is not a U.S. citizen and does not hold a U.S. Permanent Resident Visa. The definition also includes those who hold F-1 student visas, exchange visitors, and other non-immigrant classifications. The application deadline for international applicants is November 1, 2007. International applicants are required to submit additional materials to the Graduate School. Specific details are available at www.grad.washington.edu/admissions/intl_adminfo.html.

Additional information on eligibility and additional requirements for international applicants is available via the Preliminary Evaluation Process (PEP) for international applicants at www.grad.washington.edu/admissions/intl/intlmain.htm.

Commitment to Diversity The iSchool is committed to an environment that prepares information professionals to address the information needs of an increasingly diverse and global population. To this end, we seek to integrate diversity as an inherent value throughout the fabric of our school. We encourage prospective students from diverse backgrounds and professional experiences to apply. More information on our commitment to diversity is available at www.ischool.washington.edu/diversity.

Should I pursue the Day MSIM or the Executive MSIM?

Generally, the Day program option is designed for the “traditional” student who is able to attend school full-time during the day. Day MSIM students need not have professional work experience in an information field. The Executive MSIM program option is designed for professionals who have a minimum of 3 years experience working in an information field, and who wish to expand their knowledge and skills to advance their careers. Executive MSIM students attend classes part-time on Friday evenings and during the day on Saturdays.

What kind of personal technology will I need in order to successfully navigate the MSIM program?

It is strongly recommended that you own a home computer (PC based) and have high-speed internet access such as DSL or cable modem. Most students find that a laptop computer enhances their experience, but one is not required. Software requirements vary depending on the class.

How many people are admitted each year?

We enroll approximately 35 new Day MSIM students and 35 new Executive MSIM students each year.

How long does it take to complete the requirements for the MSIM?

Both program options (Day MSIM and Executive MSIM) are designed to be completed in a 2-year timeframe.

What is the best undergraduate major to have?

We recruit and accept students from all academic disciplines.

What is the application deadline?

The priority deadline for U.S. citizens and permanent residents to apply to the Day MSIM program for autumn 2008 is February 1, 2008. The priority deadline for U.S. citizens and permanent residents to apply to the Executive MSIM program for autumn 2008 is May 1, 2008. The deadline for international applicants to either program option is November 1, 2007.

Are there minimum scores required for the GRE and GMAT?

No, we do not have required minimums for GRE and GMAT scores. All aspects of your application are considered. For example, letters of recommendation, GPA, and your personal statement are also important.

Do official GRE or GMAT scores have to be received by the deadline?

You should take the GRE or GMAT prior to the priority deadlines. If you have not received the official scores before the priority deadlines, you may temporarily submit unofficial scores via email. Official scores must be received before the first day of autumn quarter classes.

When can I expect to hear if I’ve been accepted into the program?

Applications are generally reviewed within six weeks following the priority deadline. Applicants should receive notification within two months. Early application is encouraged in order to ensure that all of the application materials have been received by the priority deadline.

How much does the program cost?

Tuition rates for the 2008-2009 academic year were not available at the time of publication. Based on the tuition rates for the 2007-2008 academic year, the total cost of the program comes to approximately \$32,000 for either the Day or Executive option. Tuition rates may change slightly, and are provided solely for planning purposes for prospective students.

If I am a UW or State of Washington employee, may I use my tuition-exemption benefits for this program?

Unfortunately, the MSIM program is a self-sustaining program and is not eligible for tuition-exemption benefits.

Does the Information School offer other degree programs?

We also offer a Ph.D. in Information Science, a Master of Library and Information Science (MLIS), and an undergraduate degree in Informatics. Complete information on all of our degree programs is available via our homepage at www.ischool.washington.edu.

MSIM

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