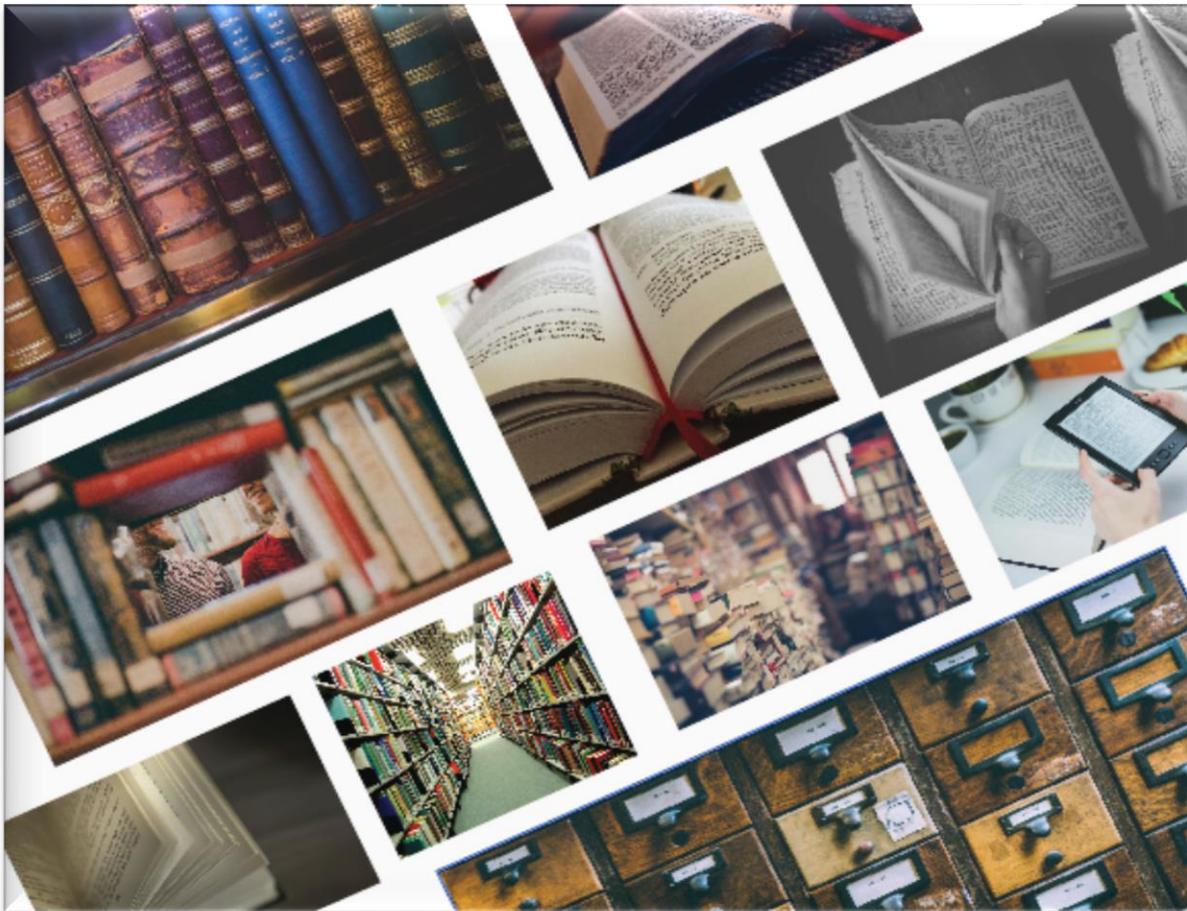




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Library Curriculum Modules 1-8 (outline)



LNSS CURRICULUM MODULES:

Module 1: English for Specific purposes

Libraries, library terminology and library access: this is targeted at all partners and will be integrated into official university structures and where feasible public and national libraries.

Module 2: Marketing skills for librarians

Theory and practice- Creating Library Awareness Campaign Strategies for all learners and library users including people with disabilities.

Module 3: Essential management and transferable skills for librarians and library staff-

- International Library Quality Standards- IFLA, ISO, Library of Congress, NISO
- Negotiating the Library Strategic planning puzzle- strategic and business planning skills for librarians
- Effective customer care, service and strategies in Libraries
- Time management: prioritising for time and workload
- Managing staff and Library Staffing Structures
- Communication and listening skills
- The Librarians guide to developing presentation skills
- Decision making, problem solving and Leadership skills for Librarians
- Job Interviewing skills for librarians
- Management of Change in 21st century libraries
- Modern Library Financial management, acquisitions and processing of library materials

Module 4: Information Literacy & Research skills

to help learners find and use information effectively and ethically- this module will cover:

- International Information Literacy Standards- SCOUNL, ACRL, ALA, ANZIL,
- Using Online Information Literacy Modules for teaching Information Literacy
- Mind the Information Gap! Knowing the critical information sources and resources

- Critically analysing information resources
- Referencing citation and Avoiding Plagiarism
- Introduction to the Literature Review
- Using Electronic Library Databases for your research
- Evaluating sources of information
- Web and Internet search strategies for the Information Age
- Using Bibliographic software for your referencing and research
- Academic writing including Dissertation Writing
- Becoming a Subject Liaison Librarian: skills for collaborating with Academic staff
- Information Literacy for Entrepreneurship
- Train the Trainer: Teaching and pedagogical skills for Librarians

Module 5: Innovative online library services for 21st Century Librarians:

- Designing library web sites and online platforms and portals
- Online Public Access Catalogues (OPAC)
- Web 2.0 Technologies and Social Media for libraries
- Library Mobile "Apps" ("M-libraries")
- Virtual Reference and Ask a Librarian Services
- Electronic Documents Delivery and Inter Library Loans
- Federated search: new options for libraries in the Digital Age
- Using LibGuides for Library research

Module 6: The Electronic Library

- Managing Electronic Library Collections: eBooks, E-Databases and E-Journals
- Introduction to Open Access and Open Source for Librarians
- Digitisation, Preservation and Digital Services in Libraries
- Institutional repositories
- New standards in Cataloguing: RDA- Resource Description and Access

Library Automation and Library Systems in Academic Libraries

Module 7: Access to Libraries and Society for learners with special needs/disabilities:

- Library Access Policy formation and planning
- Library Assistive Technologies
- How to conduct Disability Audits
- Inclusive design and services delivery for Libraries
- Disability Awareness Training

Module 8: Library Collection Development Policies:

For any library- the Collection Development Policy (CDP) is perhaps the most important library policy which supports the library's primary task of selecting, maintaining, and providing access to relevant and representative information resources for all learners. This module will cover essential CDP elements to develop quality, relevant library services and is important for sustainability in the project. The Collection Development Policy serves as a Blueprint and guide for:

- Selecting and deselecting (printed and electronic) resources for the local collection.
- Sound foundation for future planning, thereby assisting in determining priorities, especially when financial resources are limited
- The wider context: Individual libraries are increasingly unable to provide all their services by themselves, they are banding together into cooperatives, alliances.

