The University of Jordan

Accreditation & Quality Assurance Center

COURSE Syllabus

1	Course title	**Automation of Information Centres and Libraries**
2	Course number	**0807567**
3	**Credit hours (theory, practical)**	**3**
	Contact hours (theory, practical)	**3**
4	Prerequisites/corequisites	
5	Program title	**Library and information science**
6	Program code	**0807**
7	Awarding institution	**University of Jordan**
8	Faculty	**Faculty of educational sciences**
9	Department	**Library and information science**
10	Level of course	**Diploma programme**
11	Year of study and semester (s)	**2016 - 2017**
12	Final Qualification	**Diploma programme**
13	Other department (s) involved in teaching the course	
14	Language of Instruction	**English**
15	Date of production/revision	**November 2016**

16. Course Coordinator:

Office numbers, office hours, phone numbers, and email addresses should be listed.

17. Other instructors:

Office numbers, office hours, phone numbers, and email addresses should be listed.
Dr. Dina Tbaishat
Office phone number: 24583
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18. Course Description:

As stated in the approved study plan.
Technologies invaded almost every aspect of our life, including libraries and information centres, they are competing for best features and capabilities. This course deals with the basics of library and information centers automation, it should provide answers to the following questions:

- ✓ What are information systems? Generally.
- ✓ What are the main concepts related to library automation?
- ✓ Why did libraries move towards automation?
- ✓ What does automation include?
- ✓ What are the main requirements for library automation?
- ✓ How can libraries plan to choose the right technology?
- ✓ What are the risks associated?
- ✓ What are the challenges?

The course also introduces a collection of new concepts that are hot topics nowadays such as cloud computing, big data and internet of things

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19. Course aims and outcomes:

A- Aims:
The aim of this course is to understand the basic concepts libraries' automation, look at why libraries moved towards automation, how they should plan for selecting the right technology / system that suits their needs.

B- Intended Learning Outcomes (ILOs): Upon successful completion of this course students will be able to …
By the end of this course, students should be able to:

1. Understand the main concepts related to library automation
2. Understand the reasons behind library automation, and why libraries are moving towards automating their processes
3. Understand how to select appropriate library systems that satisfy library and users' needs
4. Plan well for new projects / systems to be selected and installed in the library
5. Know and evaluate some library systems, look at real examples
6. Realize that there are associated risks when installing new technologies and know how to manage them
7. Look at the main processes that must be automated in libraries
8. Introduce some important concepts that affect the work of libraries such as iCloud computing, and big data

20. Topic Outline and Schedule:

Weeks	Material content
1	Introduction to the course
2	Information systems overview
3	Planning for selecting library new technology / system, setting contract with the vendor and implementing the technology
4	How to customize the technology according to library needs. Looking at principles of users training and launching the system
5	Smoothing out the edges and evaluation of the system
6	What are the main subsystems that the library needs to automate?
7	**MID-TERM EXAM (first 6 presentations)** What are the main subsystems that the library needs to automate?
8	What are the main subsystems that the library needs to automate?
9	Integrated library systems, definition, different modules, functions, interface
10	Preparing the collection for integrated library system, weeding and outsourcing
11	Some new concepts: RDA, cloud computing, internet of things, big data
12	Selected LIS products (systems)
13	Selected LIS products (systems), and open sources products
14	Revision

21. Teaching Methods and Assignments:

Lectures are given to students through power point slides.
Peer reviewed articles are sometimes distributed to students in class to read and discuss
Real life examples are introduced to better understand the concept of digital library
There is an assignment that involves practice of using a digital library

22. Evaluation Methods and Course Requirements:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

- ✓ 25% midterm exam
- ✓ 15% assignment
- ✓ 10% attendance and participation in class
- ✓ 50% final exam

23. Course Policies:

A- Attendance policies:

Attendance is registered every lecture and entered into the system

B- Absences from exams and handing in assignments on time:

Make up exam is set for students with valid excuse

C- Health and safety procedures:

D- Honesty policy regarding cheating, plagiarism, misbehaviour:

Any cheating cases are to be reported

E- Grading policy:

Following ideal answer in some questions, allowing flexibility in the analytical questions since they can carry different perspective and thinking, taking into consideration logical thinking.

F- Available university services that support achievement in the course:

Having a data show to demonstrate lectures

24. Required equipment:

Data show only

25. References:

Knox, K. C. (2011). Implementing technology solutions in libraries, techniques, tools and tips from the trenches. Medford, New Jersey: Information Today

Engard, N. C. (2015). More library mashups, exploring new ways to deliver library data. Medford, New Jersey: Information Today

Bilal, D. (2014). Library automation: core concepts and practical systems analysis, 3rd Ed. California, USA: Libraries Unlimited

26. Additional information:

Name of Course Coordinator: ----------Signature: ---------- Date: ----------

Head of curriculum committee/Department: ---------- Signature: ----------

Head of Department: ---------- Signature: ----------

Head of curriculum committee/Faculty: ---------- Signature: ----------

Dean: ---------- -Signature: ----------

Copy to:
Head of Department
Assistant Dean for Quality Assurance
Course File