

COURSE IMPLEMENTATION DATE: September 1996
 COURSE REVISED IMPLEMENTATION DATE: September 2007
 COURSE TO BE REVIEWED: March 2011
 (Four years after PAC final approval date) (MONTH YEAR)

OFFICIAL COURSE OUTLINE INFORMATION

Students are advised to keep course outlines in personal files for future use.
 Shaded headings are subject to change at the discretion of the department and the material will vary
 - see course syllabus available from instructor

FACULTY/DEPARTMENT:	Library and Information Technology Program	
LIBT 130		3
COURSE NAME/NUMBER	FORMER COURSE NUMBER	UCFV CREDITS
	Introduction to Classification Systems	
COURSE DESCRIPTIVE TITLE		

CALENDAR DESCRIPTION:

This course is an introduction to the two major library classification systems used in North America: Library of Congress Classification System, used primarily in academic libraries; and the Dewey Decimal Classification System, used primarily in public and school libraries. Students develop classification notations and examine issues related to the process of classifying materials.

PRE- or CO-REQUISITES: LIBT 115 and admission to the Library and Information Technology program
COREQUISITES:

SYNONYMOUS COURSE(S)	SERVICE COURSE TO:
(a) Replaces: _____ (Course #)	_____
(b) Cannot take: _____ for further credit. (Course #)	_____

TOTAL HOURS PER TERM: 39	TRAINING DAY-BASED INSTRUCTION
STRUCTURE OF HOURS:	LENGTH OF COURSE: _____
Lectures: 19.5 Hrs	HOURS PER DAY: _____
Seminar: _____ Hrs	
Laboratory: 19.5 Hrs	
Field Experience: _____ Hrs	
Student Directed Learning: _____ Hrs	
Other (Specify): _____ Hrs	

MAXIMUM ENROLLMENT:	36
EXPECTED FREQUENCY OF COURSE OFFERINGS:	1 section per year
WILL TRANSFER CREDIT BE REQUESTED? (lower-level courses only)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
WILL TRANSFER CREDIT BE REQUESTED? (upper-level requested by department)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TRANSFER CREDIT EXISTS IN BCCAT TRANSFER GUIDE:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

AUTHORIZATION SIGNATURES:

Course Designer(s): _____ Christina Neigel	Chairperson: _____ (Curriculum Committee)
Department Head: _____ Christina Neigel	Dean: _____ Karen Evans
PAC Approval in Principle Date: _____	PAC Final Approval Date: Mar. 30, 2007

LEARNING OBJECTIVES / GOALS / OUTCOMES / LEARNING OUTCOMES:

Upon successful completion of LIBT 130, the student will:

1. Locate and transcribe the notation for specific items in the Library of Congress Classification Schedules.
2. Add an accurate book number to the classification notation.
3. Provide accurately coded data to a MARC record for Library of Congress classification number.
4. Locate and transcribe the notation for specific items in Dewey Decimal Classification Schedules.
5. Use Tables 1-7 in the Dewey Decimal Classification System.
6. Discuss the use of book numbers according to Dewey Decimal Classification System practice.
7. Provide accurately coded data to MARC records for Dewey Decimal Classification numbers.
8. Describe the purpose of classification systems and notations.
9. Explain both Dewey Decimal Classification and Library of Congress Classification systems and their philosophies.
10. Identify and edit Dewey Decimal Classification and Library of Congress Classification systems notations in MARC records.

METHODS:

Classes will consist mainly of lectures, learning activities, and labs.

PRIOR LEARNING ASSESSMENT RECOGNITION (PLAR):

Credit can be awarded for this course through PLAR (Please check:) Yes No

METHODS OF OBTAINING PLAR:

The following approaches to PLAR may be considered (but not limited to): portfolio, demonstration, interview, examination, etc.

TEXTBOOKS, REFERENCES, MATERIALS:

[Textbook selection varies by instructor. An example of texts for this course might be:]

Dittmann, Helena and Jane Hardy. Learn Library of Congress Classification. Lanham : Scarecrow, 2000.

Neigel, Christina. Workbook for DDC22. Ottawa: Canadian Library Association, 2006.

SUPPLIES / MATERIALS:

Current secondary electronic storage media.

STUDENT EVALUATION:

[An example of student evaluation for this course might be:]

Weekly assignments 40%

Weekly quizzes 30%

Midterm and/or final exam 30%

COURSE CONTENT:

[Course content varies by instructor. An example of course content might be:]

Locate and transcribe the notation for specific items in the LC schedules

Add an accurate book number to the classification notation

Provide accurately coded data to a MARC record for LC class number

Locate and transcribe the notation for specific items in DDC schedules

Work with tables in DDC

Add an accurate book number according to DDC practice

Provide accurately coded data to a MARC records for DDC class notations