



**LEARNING OBJECTIVES / GOALS / OUTCOMES / LEARNING OUTCOMES:**

Upon successful completion of LIBT 115, the student will:

1. Create bibliographic descriptions according to current standards.
2. Determine and format access points according to current standards.
3. Create original MARC records using current MARC standards.
4. Describe the purpose of authority control and identify resources used in preparing authority records.
5. Access, edit, and revise MARC records from a variety of sources.
6. Explain the history, purpose, and format of library catalogues.
7. Define library terminology specific to cataloguing.

**METHODS:**

Classes will consist mainly of lectures, in-class 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:]

Anglo American Cataloguing Rules, 2nd ed. 2003 revision. Ottawa: Canadian Library Association, 2003.

Haynes, Elizabeth and Joanna F. Fountain. Unlocking the Mysteries of Cataloging: A Workbook of Examples. Westport, CT.: Libraries Unlimited, 2005.

Fritz, Deborah A. and Richard A. Fritz. MARC 21 for Everyone: A Practical Guide. Chicago: American Library Association, 2003

**SUPPLIES / MATERIALS:**

Current secondary electronic media storage.

**STUDENT EVALUATION:**

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

Assignments 20%

Quizzes 50%

Final exam (theory and practice): 30%

**COURSE CONTENT:**

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

Brief history of cataloguing principles

Organization and scope of current resource discovery and access tools and MARC

International Standard of Bibliographic Description and the 8 areas of bibliographic description

Creation of MARC records

Creation of access points and authorities