

UNIVERSITY COLLEGE OF THE FRASER VALLEY

COURSE INFORMATION

DISCIPLINE/DEPARTMENT: Library and Information Technology Program **IMPLEMENTATION:** Sept. 1, 1996

Revised:

LIBT 130	Library Classification Systems	3
SUBJECT/NUMBER OF COURSE	DESCRIPTIVE TITLE	UCFV CREDITS

CALENDAR DESCRIPTION: The two major library classification systems which are used in North America are studied: Library of Congress Classification System, used primarily in College and university libraries, and the Dewey Decimal Classification System, used primarily in public and school libraries.

RATIONALE: This course teaches students to assign LC and DDC notation for a wide variety of subject areas, along with book numbers and methods of shelving according to the two major classification systems used in North America. The content of this course provides a part of the cataloguing record.

COURSE PREREQUISITES: LIBT 115

COURSE COREQUISITES:

HOURS PER TERM FOR EACH STUDENT	Lecture	40	hrs	Student Directed Learning	
	Laboratory	20	hrs	Other - specify:	hrs
	Seminar		hrs		
	Field Experience		hrs		hrs
				TOTAL	60 HRS

MAXIMUM ENROLMENT: 25

Is transfer credit requested? Yes No

AUTHORIZATION SIGNATURES:

Course Designer(s): <u>Pat Sifton/Kim Isaac</u>	Chairperson: <u>N/A</u>
	Curriculum Committee
Department Head: <u>Pat Sifton</u>	Dean: <u>(W.R. Bate)</u>
PAC: Approval in Principle _____	PAC: Final Approval: <u>May 3, 1995</u>
(Date)	(Date)

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SYNONYMOUS COURSES:

(a) replaces LIBT 318
(course #)

(b) cannot take N/A for further credit
(course #)

SUPPLIES/MATERIALS:

Class sets of 4-volumes of DDC schedules (15 Copies), 2 sets of LC classification schedules.

TEXTBOOKS, REFERENCES, MATERIALS (List reading resources elsewhere)

Chan, Lois Mai. Imroth's guide to the Library of Congress classification. 4th ed. (Library science text series). Libraries Unlimited, 1990.

Chan, Lois Mai, John P. Comaromi, Mohinder P. Satija. Dewey decimal classification : a practical guide. Forest Press, 1994.

Saye, Jerry D. Manheimer's cataloguing and classification : a workbook. 3rd ed, rev and exp. Marcel Dekker, 1991.

Sifton, Pat. Workbook for DDC 20. Canadian Library Association, 1989.

OBJECTIVES:

By the end of the course, the student will be able to:

- 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 1-7 in DDC
- Add an accurate book number according to DDC practice
- Provide accurately coded data to a MARC records for DDC class number

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METHODS:

Classes will consist of lectures on the philosophy of each of the systems used along with the solution of classification problems in the exercises from the workbooks and the sets of schedules provided. MARC records from remote library systems will illustrate the logic and input methods used to provide LC and DDC classification in catalogue records.

STUDENT EVALUATION PROCEDURE:

Weekly assignments from workbooks	50%
Mid-term and final exams	50%

COURSE CONTENT

Discussion of classification theory
Overview and history of LC classification system
Practice in locating suitable notation from schedules
Cutting for completion of LC notation
Cutter tables for book numbers
Use of LC classification for shelving
Overview and history of DDC system
Use of Relative index
Use of DDC tables
Practice in locating and assigning DDC notation from schedules
Use of DDC for shelving