

UNIVERSITY COLLEGE OF THE FRASER VALLEY

COURSE INFORMATION

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

Revised:

| | | |
|---------------------------------|-------------------------------|---------------------|
| <u>LIBT 135</u> | <u>Library Subject Access</u> | <u>3</u> |
| SUBJECT/NUMBER OF COURSE | DESCRIPTIVE TITLE | UCFV CREDITS |

CALENDAR DESCRIPTION: In this course, which adds subject access to catalogue records, the student will learn to provide correctly formatted subject headings, using Sears List of Subject Headings for items that have been classified using the Dewey Decimal Classification System, and Library of Congress Subject Headings for items classified using Library of Congress Classification System. A study of selected thesauri from subjects such as Education, Psychology, and Technology will form the basis for a comparison of controlled vocabulary and keyword selection as methods of locating items in an online catalogue. Students will learn the correct MARC coding for adding subject headings to an online catalogue record. Includes use of computer lab.

RATIONALE: This course adds skills in subject analysis to the creation of a catalogue record. The bibliographic description of an item was first studied in LIBT 115, and the student learned to classify items in LIBT 130. After learning in this course to assign subject headings from the two major subject heading lists (Sears and LCSH) students will evaluate subject headings as controlled vocabulary, and compare the results of searching an online catalogue by using subject headings with methods of searching using keywords with boolean operators.

COURSE PREREQUISITES: LIBT 130

COURSE COREQUISITES:

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|--|--|----------------------------------|------------------|
| HOURS PER TERM FOR EACH STUDENT | Lecture 30 hrs Laboratory 30 hrs Seminar hrs Field Experience hrs | Student Directed Learning | |
| | | Other - specify: | hrs |
| | | TOTAL | 60 HRS |

MAXIMUM ENROLMENT: 25

Is transfer credit requested? Yes No

AUTHORIZATION SIGNATURES:

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|---|--|
| 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 _____ (Date) | PAC: Final Approval: <u>May 3, 1995</u> (Date) |

Library Subject Access - LIBT 135
NAME & NUMBER OF COURSE

SYNONYMOUS COURSES:

- (a) replaces LIBT 318
(course #)
- (b) cannot take N/A for further credit
(course #)

SUPPLIES/MATERIALS:

Students need constant use of class sets of Sears List of Subject headings, and LCSH volumes, along with at least one copy of Manual for LCSH Subject Heading Work. Also needed are several copies of thesauri representing a variety of subjects such as Education, Psychology, Technology. Students require use of the computer lab for examining differences in searching by using controlled vocabulary and keyword searches, and for practising the methods of entering subject headings into a MARC record.

TEXTBOOKS, REFERENCES, MATERIALS (List reading resources elsewhere)

Chan, Lois Mai. Library of Congress subject headings. 3rd ed. Libraries Unlimited, 1993.

Manual for Library of Congress Subject Headings / Library of Congress, 1993.

OBJECTIVES:

By the end of the term, students will be able to:

- Understand the purpose of subject headings in an information centre.
- Describe the difference between LC Subject Headings and Sears List of Subject Headings.
- Assign appropriate subject headings to a variety of materials.
- Add and edit subject headings to a MARC record.
- Differentiate between the use of controlled vocabulary and keywords for searching online catalogues.
- Explain the labelling and use of cross-references in a subject heading list.
- Differentiate between searching by use of subject headings and keyword searches.
- Search library catalogues using subject headings and keywords using boolean operators.

Library Subject Access - LIBT 135**NAME & NUMBER OF COURSE****METHODS:**

Classes will provide an opportunity for students to assign subject headings and cross-references to a variety of materials in a simulated work environment, with explanations and assistance from the instructor. Weekly assignments will be prepared independently. Students will also search online catalogues to locate subject headings assigned by others and to compare their work to that of the “experts”. Online catalogues will be searched in a variety of subject-oriented methods to discern the usefulness of subject headings versus keywords with boolean operators.

STUDENT EVALUATION PROCEDURE:

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|--------------------------|-----|
| Weekly assignments | 50% |
| Mid-term and final exams | 50% |

COURSE CONTENT

Overview of purpose of subject headings.
 Distinct use of LCSH and Sears List of Subject Headings.
 Structure of the tools for assigning subject headings
 Use of cross-references, scope notes.
 Pattern headings, key headings for topics not listed.
 Proper names as subject headings.
 Geographical names, corporate body names as subject headings.
 Use of subdivisions.
 Topical thesauri such as ERIC, PSYCLIT, NTIS, etc.
 Comparison of thesaurus and subject heading outlines.
 Controlled vocabulary vs. Keywords as search terms
 Use of Boolean operators in Keyword searching of online databases.
 Locating subject heading information in online catalogues.
 Adding and editing subject headings in MARC records.