25712 - Libraries and their services

Syllabus Information

Academic year: 2023/24
Subject: 25712 - Libraries and their services
Faculty / School: 103 - Facultad de Filosofía y Letras
Degree: 268 - Degree in Information Management
ECTS: 6.0
Year: 2
Semester: First Four-month period
Subject type: Compulsory
Module:

1. General information

The subject and its expected results respond to the following goals:

1. Study and analysis of the main library services within the framework of national, university, public, school and specializedlibraries.

2. Study and analysis of the planning and evaluation process of different library services.

The following Sustainable Development Goals (SDGs) of the United Nations Agenda 2030 are proposed (https://www.un.org/sustainabledevelopment/es/), such that the acquisition of the learning results of the subject provides training and competence to contribute to some extent to their achievement:

* Goal 4: Quality Education.

* Goal 5: Gender Equality.

* Goal 10: Reduction of Inequalities

* Goal 11: Sustainable Cities and Communities

* Goal 16: Peace, Justice and Strong Institutions

* Goal 17: Alliances to Achieve Goals.

2. Learning results

- Explain the concept of library service.

- Distinguishes the basic services given by libraries, both individually and cooperatively. The following are consideredbasic services:

a) In-room document reading and consultation service

b) Internet access service

c) Document lending service (personal, group and interlibrary) d) Reference service

e) Cultural activities

- It distinguishes, apart from the services considered basic, other services specific to the different types of libraries. Plan, design, create, manage and evaluate library services in the context of different types of libraries.

3. Syllabus

Unit 1: Library services and the information and knowledge society

Unit 2: Planning and management of the reading room and Internet access service

Unit 3: Planning and management of the document lending service. The photo documentation service Unit 4: Planning and management of the reference service

Unit 5: Cultural activities in the library

Unit 6: Services in the different types of libraries: national, university, public, school, specialized, etc

4. Academic activities

The learning process designed for this subject is based on the following:

1. Master classes. Presentation by the teacher of the theoretical contents and discussion with the students. 2. Visits to libraries.

3. Individual work tutored by the teacher. The assignments will deal with topics related to the syllabus, proposed by the student and/or the teacher and authorized by the teacher.

4. Presentation by the students and discussion in the classroom of the work done.

5. Assessment system

FIRST CALL

Continuous assessment system

1. Development of a *written academic* paper, which will be publicly exhibited. It represents 50% of the final grade, when the minimum grade is a passing grade. Assessment criteria: Knowledge of the subject, expository clarity, conciseness, correctness in the language and adequacy to the instructions.

2. *Written exam* on the course syllabus. It represents 50% of the final grade, when the minimum grade is of passing. Assessment criteria: knowledge of the subject, expository clarity, ability to relate concepts, conciseness and correctness in language.

Global assessment test

1. *Written exam* consisting of short questions on the subject syllabus, it is equivalent to 50% of the final grade, when the minimum grade is a pass. Assessment criteria: knowledge of the subject, expository clarity, capacity to relate concepts, conciseness and correctness in language.

2. Written development of *a topic* related to the course syllabus, chosen by the teacher. Criteria for valuation: knowledge of the subject, expository clarity, conciseness and correctness in language. This test accounts for 50% of the final grade, when the minimum grade is a passing grade.

SECOND CALL

Global assessment test: identical to that of the first call.