

Library Information and Literary Studies 11/12

Course Outline

Librarian: Ms. Rudan

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Introduction:

Welcome to Library Information and Literary Studies 11/12! Throughout this course you will learn skills essential to the functioning of a library such as circulation, shelving, book processing, resource selection and library promotion and you also learn how to critically evaluate various library and online resources. Furthermore as part of this course you will have the opportunity to study literature and topics of your own interest.

Essential Questions to Consider Throughout the Course:

What is the purpose of the library?
Are libraries relevant in modern times?
Can a book change a person?

Course Content:

Unit 1: Basic Library Skills and Organization

In this introductory unit you will learn how the library is organized as well as the location of resources in the library. Some of the topics you will cover in this unit are:

- The Dewey Decimal System and other filing systems currently in use in the library
- The location of resources in the library
- Shelf reading and shelving books
- The location and use of library equipment
- Book circulation using the Destiny Program
- Selecting and discarding library materials (this will be taught throughout the course)

Unit 2: Resources in the Library

In the second unit you will learn to use the catalogue to locate various resources in the library and through the completion of reading assignments you will also become more familiar with our library collection. Furthermore you will learn about the importance of library promotion and you will create some promotional materials of your own.

- **Indigenous content:** One of the goals of the new curriculum is to “embed Indigenous perspectives into all parts of the curriculum in a meaningful and authentic manner”. Therefore, as part of this class students will be reading and studying the award winning graphic novel *The Outside Circle* by Patti LaBoucane-Benson or the *Secret Path* by Gord Downie and Jeff Lemire.

Unit 3: Research Skills and Evaluating Resources

First, in this final unit you will learn the steps of the research process: questioning, locating, evaluating and analysis and be able to apply this knowledge to print, non-print and electronic resources. You will also learn about plagiarism and how to properly document sources. Secondly, in the unit you will have the opportunity to study a topic of interest using **inquiry based learning methods**.

Course Evaluation:

Daily library tasks/activities and shelving tests	40%
Library assignments and quizzes	60%