


5.0 credits	15.0 h	1q	This biannual course is taught on years 2015-2016, 2017-2018,

Teacher(s) :	Brodtkom Frédéric ;
Language :	Français
Place of the course	Louvain-la-Neuve
Inline resources:	Moodle
Prerequisites :	None
Main themes :	-- Basic principles of library management and bibliometrics (2d part: personal, buildings, learning '), -- Cataloguing and design of free software in library solutions and management (PMB, Koha) -- Standards and management dashboard in libraries, methodology of project management in libraries, -- Survey and analysis of users, marketing of libraries, benchmarking, -- Meetings with professionals: university libraries, public services '
Aims :	This course, together with its second part (LCLIB2120) will enable students to -- apply the main principles of library science and bibliometrics, -- be familiar with the main functions of a library/multi-media centre or a documentation centre, as well as the legal provisions that relate to them, -- design or adapt the structure of a library/multi-media centre or a documentation centre, -- design and implement appropriate research tools for different kinds of users, -- keep up to date with developments in the field, -- create a management chart for a library/multi-media centre or a documentation centre, -- analyse the expectations of the different kinds of users and to implement a development plan, -- evaluate the management of a library/multi-media centre or a documentation centre and the rate of satisfaction of its users, -- be familiar with documentary tracking tools. <i>The contribution of this Teaching Unit to the development and command of the skills and learning outcomes of the programme(s) can be accessed at the end of this sheet, in the section entitled "Programmes/courses offering this Teaching Unit".</i>
Evaluation methods :	The evaluation will be held during the session of examination. It will consist in an oral test with an "open-book" preparation.
Teaching methods :	The cursus of 15 hours is constituted of 10 thematic courses with theoretical notions and practical case studies. For some subjects, professionals will be invited (SIGB, SGLL). For the courses about bibliometrics, exercises and personal works will be organized. Preparations and seeking of information will be requested in order to increase the interactivity of the course: tools of documentary monitoring, research in the professional literature '
Content :	This course will be divided in 10 working sessions : -- Introduction to library management, links with LCLIB2120, ' -- Library organization and management of human resources, --

	<p>SIGB KOHA : settings and configuration, -- SIGB PMB : settings and configuration, -- Bibliometrics I: management dashboard, evaluation matrix, trend graphs, cases studies ' -- SGLL and public libraries, -- Bibliometrics II : survey with analyzing tools and interpretation of data (Sweeping, LibQUAL+, satisfaction surveys, '), -- Project management, logical framework method, ' -- Buildings, technical evaluation, spaces, learning center, -- How to develop the information literacy skills of users.</p>
<p>Bibliography :</p>	<p>The bibliography of this course is mainly constituted of electronic resources; most of them are available in the UCL electronic library or on professional websites. Library catalog resources are mainly electronic resources. More details are given on UCL Moodle (course LCLIB2125). The students will be also invited to work with the printed collections of the BiblioPôle in the UCL library of humanities (UCL/BFLT)</p>
<p>Other infos :</p>	<p>Notes of the course, agenda, bibliography and other useful information are available on the Moodle platform of UCL.</p>
<p>Faculty or entity in charge:</p>	<p>ROM</p>

Programmes / formations proposant cette unité d'enseignement (UE)				
Intitulé du programme	Sigle	Credits	Prerequis	Acquis d'apprentissage
Master [120] in History	HIST2M	5	-	
Master [120] in Information and Communication Science and Technology	STIC2M	5	-	