

School Libraries

Code: 42953
ECTS Credits: 9

Degree	Type	Year	Semester
4313816 School Library and Reading Promotion	OB	0	1

Contact

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External teachers

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Use of languages

Principal working language: catalan (cat)

Prerequisites

No prerequisites

Objectives and Contextualisation

The module aims to train students in the management and organization techniques of school libraries, from knowledge of the theoretical corpus and environment analysis.

Skills

- Design, plan and evaluate library, school and community reading projects that are appropriate to their context.
- Detect, assess and select fiction and non-fiction resources that are suited to the different types of recipients of educational or promotional interventions .
- Develop communication and inter-personal skills needed to manage projects involving the different members of the educational community.
- Develop cooperation strategies for working in teams.
- Develop strategies for innovation, creativity and entrepreneurship in the context of school libraries and reading promotion.
- Integrate knowledge and use it to make judgements in complex situations, with incomplete information, while keeping in mind social and ethical responsibilities.
- Manage the collection, resources and services of the library.
- Master the systems used in the library for information processing and organising printed and digital resources.
- Master the use of ICT and apply it to management and promotion processes in a library 2.0. context.

Learning outcomes

1. Apply specific selection criteria for ICT-based resources.
2. Design and operate library services, and set up procedures to evaluate these.
3. Design specific programmes to guarantee competence in information use (information literacy) on the part of pupils, organised by learning level.
4. Develop cooperation strategies for working in teams.
5. Identify tendencies in school library management and encourage good practice.
6. Integrate knowledge and use it to make judgements in complex situations, with incomplete information, while keeping in mind social and ethical responsibilities.
7. Know the publishing market and identify the information resources needed to choose documents.
8. Maintain a collection policy, establishing obsolescence criteria for the library's stocks.
9. Manage the library's budget and human resources.
10. Organise library spaces according to their uses and the needs of users.
11. Process and organise the library's documents .
12. Suggest possible interventions within the improvement processes of the school library.
13. Use the appropriate ICT tools to promote the library and communicate with users.
14. Use the network to share educational, communicative and bibliographic strategies.

Content

1 School Libraries.

1.1 Concept of school library and CRA.

1.2 Functions and objectives of the library.

1.3 Library and Curriculum.

1.4 Legislation, regulations and guidelines for school libraries.

1.5 Network concept and support services. school library and public library.

1.6 Current situation in Catalonia and Spain. Prospective and future of the school library.

1.7 School libraries information resources: sources of information and reference institutions.

2 Management, planning and evaluation of the library.

2.1 The users of the school library: practices and needs analysis.

2.2 The library project as a management tool.

2.3 Time management in the library.

2.4 Financial resources: the budget.

2.5 Human resources: the school librarian profile and the library team.

2.6 Material resources: spaces and infrastructure Organization.

3 Collection management.

3.1 The library collection. collection policy. The digital library.

3.2 Collection organization and installation.

3.3 Evaluation of children's and youth fiction books.

3.4 Evaluation of information printed works.

3.5 Evaluation of electronic resources. Accessibility.

4 The services organisation and management.

4.1 Services management in the school library

4.2 The Library 2.0

4.3 Support teaching services.

4.4 Information and reference services

4.5 Broadcasting services: web, Pèrgam and blog

5 Documentation and information competency

5.1 The educational function of the school library

5.2 The skills in the use of library and information: location, selection, appraisal and critical and ethical use of sources and information resources.

5.3 The training program of the school library

6 Evaluation in the library

6.1 Resources and library services evaluation.

6.2 Assessment of the library project

Methodology

The training is based on:

Lectures / Lectures by the teacher

Reading articles and document collections

Analysis and discussion forums in virtual items and documentary sources

Classroom practices: problem solving / cases / exercises.

Preparation of papers on different aspects of library management

Mentoring and monitoring online activities.

Visits to libraries

Talks professionals

Activities

Title	Hours	ECTS	outcomes
Type: Directed			
Directed classroom workshops	27	1.08	2, 9, 10, 13
Lectures	27	1.08	7, 8, 5, 6
Visits to different school libraries and case analysis	10	0.4	2, 5, 10, 11
Type: Supervised			
Analysis of regulatory environments and ethical codes. Virtual discussion forum	24	0.96	8, 10, 6
Analysis and evaluation of data from studies on school libraries	24	0.96	5
Analysis and evaluation of the editorial and books production for children and youth	12	0.48	7
Compilation of thematic resources for school library	6	0.24	1, 7, 4
Planning activity for users training	12	0.48	3
Planning objectives and actions for a school library	36	1.44	2
Preparation of a comparative report on web services	12	0.48	5
Team work	14	0.56	2, 8, 10, 12, 13
Type: Autonomous			
Readings	21	0.84	5, 6

Evaluation

The assessment will be based on:

A team work about school library resources center (40% of the final grade).

Design a digital School Library (25% of the final grade).

Design a Information literacy program for School Library (25% of the final grade).

Class attendance (compulsorily required to attend a minimum of 75% of the hours)

Other activities in discussion forums and on virtual campus (10% of the final grade).

Evaluation activities

Title	Weighting	Hours	ECTS	Learning outcomes
A team work about school library resources center	40%	0	0	4, 14, 2, 8, 9, 5, 10, 11, 12, 6
Design a digital School Library	25%	0	0	1, 14, 2, 5, 6, 13
Design a Information literacy program for School Library	25%	0	0	3, 5
Other activities in discussion forums and on virtual campus	10%	0	0	7, 8, 6

Bibliography

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