



Wayne County Community College District

COURSE SYLLABUS

LBT 215 INTRODUCTION TO MEDIA MANAGEMENT AND SERVICE

CREDIT HOURS: 3.00

CONTACT HOURS: 45.00

COURSE DESCRIPTION:

This course is designed to give the students core skills for the complex management of media in libraries. Time will be taken to explore all of media in the past, present and future. Core abilities will include asserting preferred formats based on usability and longevity as well as budget. An understanding of preservation, storage, cataloging and presentation of media will be developed. Overview of the future trends of media management will also be covered. Course will include tours and guest speakers.

PREREQUISITE:

n/a

EXPECTED COMPETENCIES:

Upon successful completion of this course, the student will be able to:

- Understand general library collection development processes and trends in storage of media (cloud based, electronic, access).
- Evaluate a library collection based on multiple factors including but not limited to: community needs, demographics, curriculum and trends.
- Evaluate and use standard selection aids and review processes, including print, non-print, and networked resources for all types of library materials/resources.
- Possess an awareness of censorship, challenged materials, and copyright issues as they relate to policies.
- Know the process of ordering and processing library materials, including budget fundamentals.

ASSESSMENT METHODS:

Student performance may be assessed by examination, quizzes, case studies, oral conversation, group discussion, oral presentations. The instructor reserves the option to employ one or more of these assessment methods during the course.

GRADING SCALE:

90%-100% = A
80%-89.9%= B
70%-79.9%= C
60%-69.9%= D
<60% = E