

Liverpool John Moores University

Title: INFORMATION ORGANISATION
Status: Definitive
Code: **7017BUSIS** (101756)
Version Start Date: 01-08-2013

Owning School/Faculty: Liverpool Business School
Teaching School/Faculty: Liverpool Business School

Team	Leader
Cath Bonser	Y

Academic Level: FHEQ7
Credit Value: 15.00
Total Delivered Hours: 30.00
Total Learning Hours: 150
Private Study: 120

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Workshop	30.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Portfolio	AS1	Portfolio developed from activities undertaken in the workshops	100.0	

Aims

To provide a practical introduction to the range of internationally recognised methodologies for the generation of quality metadata

Learning Outcomes

After completing the module the student should be able to:

- 1 Understand the significance of information organisation to effective information management
- 2 Carry out complex classification using an internationally recognised scheme
- 3 Undertake and evaluate descriptive cataloguing produced using a scheme which conforms to the ISBD requirements
- 4 Assess the adequacy of language based subject access schemes
- 5 Understand the significance of authority control in creating data integrity in traditional bibliographic data
- 6 Evaluate the effectiveness of a metadata schema against an established format such as MARC 21

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

CW	1	2	3	4	5	6
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Outline Syllabus

The module will consider the major established codes and rule sets for information organisation and use these to evaluate current developments. the approach has a practical emphaises on precison and developing quality data at the metadata creation stage.

Learning Activities

The module will run as a series of full day workshops allowing for the flexible delivery of the taught elements and experiential learning into structured exercises. This allows the student to develop their conceptual and practical understanding of this key area of professional practice.

References

Course Material	Book
Author	Aitchison, Jean
Publishing Year	2000
Title	Thesaurus construction
Subtitle	a practical manual
Edition	4th ed
Publisher	Aslib
ISBN	0 85142 446 5

Course Material	Book
Author	JSCAACR
Publishing Year	2004
Title	Anglo American cataloguing rules
Subtitle	
Edition	2nd ed 2004 version

Publisher	CLA ; LA; ALA
ISBN	

Course Material	Book
Author	Dewey, M
Publishing Year	2003
Title	Dewey decimal classification and relative index
Subtitle	
Edition	22nd
Publisher	OCLC
ISBN	0910608709

Course Material	Book
Author	Hunter, Eric J.
Publishing Year	2003
Title	Classification made simple
Subtitle	
Edition	2 nd
Publisher	Ashgate
ISBN	0 7546 0795 X

Course Material	Book
Author	Library of Congress
Publishing Year	2006
Title	Catalogers' desktop
Subtitle	[electronic resource]
Edition	
Publisher	Library of Congress
ISBN	

Course Material	Book
Author	Library of Congress
Publishing Year	2006
Title	Classification web
Subtitle	[electronic resource]
Edition	
Publisher	Library of Congress
ISBN	

Course Material	Book
Author	Haynes, D
Publishing Year	2004
Title	Metadata
Subtitle	for information management and retrieval
Edition	
Publisher	Facet
ISBN	1 85604 489 0

Course Material	Book
Author	Chan, L M
Publishing Year	1995
Title	Library of Congress subject headings
Subtitle	principles and application
Edition	3rd ed
Publisher	Libraries Unlimited
ISBN	1 56308 195 4

Notes

The purpose of this module is to enable students to gain a practical perspective on the challenges faced when seeking to coherently generate quality metadata for an information community.