

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

CURRICULUM OUTLINE

1. General Education Courses 83 units

8.1.1.1	English	12
English 1	Communicative Grammar	3
English 2	English for Study and Thinking Skills	3
English 3	Oral Communication	3
English 4	Reading in the Content Areas	3
8.1.1.2	Filipino Language	12
Filipino 1	Komunikasyon sa Akademikong Filipino	3
Filipino 2	Pagbasa at Pagsulat Tungo sa Pananaliksik	3
Filipino 3	Masining na Pagpapahayag	3
Filipino 4	Panitikang Filipino	3
8.1.1.3	Literatura/Literature	3
Literature	World Literature	3
8.1.1.4	Natural Science	9
Nat. Sci. 1	Biological Science	3
Nat Sci. 2	Earth and Environmental Science	3
Nat Sci. 3	General Chemistry	3
8.1.1.5	Mathematics	9
Math 1	Algebra	3
Math 2	Trigonometry	3
Math 3	Basic Statistics	3
8.1.1.6	Social Sciences	15
Soc. Sci. 1	General Psychology	3
Soc. Sci. 2	Societies and Cultures	3
Soc. Sci. 3	Politics and Governance (with Philippine Constitution)	3
Soc. Sci. 4	Basic Economics (with Taxation and Agrarian Reform)	3
Soc. Sci. 5	Geography	3
8.1.1.7	Information and Communication Technology	3
ICT 1	Information and Communication Technology	3
8.1.1.8	Humanities	6
Humanities 1	Arts Appreciation	3
Humanities 2	Introduction to Philosophy (with Logic)	3
8.1.1.9	Mandated Subjects	6
	Philippine History	3
	Life and Works of Rizal	3
8.1.1.10	Physical Education	8
8.1.1.11	NSTP	(6)
	TOTAL	83

2. Professional Courses 84 units

2.1 Core Courses

- LIS 1 Foundations of Library and Information Science 3
- LIS 2 Collection Management of Information Resources 3
- LIS 3 Organization of Information Resources I 3
- LIS 4 Organization of Information Resources II 3
- LIS 5 Information Resources and Services I 3
- LIS 6 Information Resources and Services II 3
- LIS 7 Management of Libraries and Information Centers I 3
- LIS 8 Management of Libraries and Information Centers II 3
- LIS 9 Indexing and Abstracting I 3
- LIS 10 Indexing and Abstracting II 3
- LIS 11 Research Methods in Library and Information Science 3
- LIS 12 Library Literature for Children and Young Adults 3

36 units

2.2 Information and Communication Technology (ICT) Courses

- LIS 13 Information Processing and Handling 3
- LIS 14 Web Technologies in Libraries 3
- LIS 15 Information Literacy 3
- LIS 16 Database Design for Libraries 3
- LIS 17 Library Automation and Systems 3
- LIS 18 Digital Libraries and Resources 3
- LIS 19 Systems Analysis and Web Design 3

21 units

2.3 LIS Electives

- LIS Elective 1 3
- LIS Elective 2 3
- LIS Elective 3 3
- LIS Elective 4 3
- LIS Elective 5 3

15 units

2.4 Professional Education Electives

- Professional Education Elective 1 3
- Professional Education Elective 2 3
- Professional Education Elective 3 3
- Professional Education Elective 4 3

12 units

Summary of Units	
General Education Courses	83(6)
Professional Courses	84
Core Courses	36
Technology Applications	21
LIS Electives	15
Professional Education Electives	12
Integrated Course Review	6
Library Practice	6
Total No. of Units	179(6)

COURSE SPECIFICATIONS

The Library and Information Science Curriculum provides minimum requirements of the course specifications of the professional courses and electives. The course specifications indicate the minimum requirements. HEIs may follow their own course specifications in the implementation of the program. However, the minimum requirements for these courses should be complied with all HEIs. The complete course specifications/syllabi are shown in **Annex B of the proposed CHED Memo Order.**

COURSE	DESCRIPTION	UNIT
Foundation of Library and Information Science (LIS)	The course provides the theoretical underpinnings of the profession with emphasis on its practice in the Philippines. It focuses on the historical perspective and the philosophy of librarianship. It also discusses the Code of Ethics for Filipino librarians, the laws as well as issuances related to Philippine librarianship.	3
Information Resources and Services I	Introduction to reference methods, literature searching and bibliographic techniques; evaluation and use of principal types of information resources. It covers the basic reference sources and materials for different library users.	3
Information Resources and Services II	Evaluation and use of reference resources, both print and non-print, in special subject fields; further study of the use of new technologies in information searching and retrieval.	3
Collection Development and Management of Information Resources	Principles and methods of evaluating, selecting, acquiring, maintaining, and preserving different types and formats of information resources. It also focuses on the development and maintenance of the collection, on the role of the librarians as a selector and those of the publishers/distributors/jobbers as sources of acquisition.	3
Indexing and Abstracting I	Principles, theories, and development of indexing and abstracting as well as the preparation of book, journal and newspaper indexes.	3
Indexing and Abstracting II	Advanced indexing, including image and/or website indexing, thesaurus construction, and preparation of abstracts.	3
Organization of Information Resources I	Introduction to basic concepts, theory, principles, and standards of descriptive and subject cataloging using Anglo American Cataloging Rules and as currently practiced. Provides beginning level experience on bibliographic description, choice of entry, construction of headings, authority control, and the Dewey Decimal Classification Scheme.	3
Organization of Information Resources II	Application of the principles in subject headings and classification using Library of Congress Subject Headings and Library of Congress Classification. Also discusses the cataloging of continuing resources, non-print materials as well as electronic and digital resources, including the use	3

	of computerized cataloging systems and other trends in cataloging.	
Management of Libraries and Information Centers I	Principles of organization and management for effective library and information service. Also includes issues and trends in relation to management of libraries and information centers.	3
Management of Libraries and Information Centers II	Application of management theories and practices to all types of libraries. It focuses on organizational environment, planning and design of libraries, publicity and promotion, the importance of measurement and evaluation, resource allocation and human resource management.	3
Library Literature for Children and Young Adult	Selection and evaluation of library materials suitable for the reading abilities, interests, and needs of children and young adults.	3
Research Methods and Evaluation in LIS	Study of the various methods and techniques of conducting research and its application in library and information science. The course also discusses research ethics, the role of the researcher, and the theory and practice of developing new knowledge.	3
Information Processing and Handling	The goal of this course is to introduce students to computer-based information tools that are fundamental for librarians and information professionals. This includes concepts in information technology such as hardware and software, networks, the Internet, ethics and the future of IT in libraries. Moreover, it deals with the principles, techniques, and problems in information storage and retrieval processes, information products as well as services.	3
Web Technologies in Libraries	It introduces students to Web-based technologies such as blogs, wikis, social networks, instant messaging, and podcasts. The course also includes the principles and strategies of online searching of library catalogs and databases.	3
Information Literacy	It provides the students with the skills necessary to become information literate, distinguishing it from other types of literacy skills. Also includes the preparation of modules on the teaching of information literacy skills to students.	3
Database Design	It provides the knowledge and skills necessary to produce a well-designed database that enables the	3

	timely delivery of accurate information in a useful form. It also discusses principles and concepts of programming for library and information systems and introduces database structures or models (such as flat files, hierarchical and relational) and hypertext (in terms of text, sound, numeric, image, and geographical data).	
Library Automation and Systems	It deals with the principles for the design, selection, implementation, and management of automated systems for all types of libraries, including systems for technical services, processing, reference and users services. It provides the students with a sound understanding of how libraries apply technology to deliver information. It also describes several open source integrated library systems and other proprietary ILS.	3
Digital Libraries and Resources	It covers the theoretical and practical knowledge required to understand the processes and techniques involved in creating, organizing, presenting, and using information in digital environments. It also introduces networked information servers that provide access to multimedia data for local and remote users.	3
Systems Analysis and Web Design	It provides students with the basics of creating Web sites and Web pages for libraries.	3
Library Practice	Field work or practicum in different types of libraries : school, academic, special, and public.	6

Research Project

The LIS program provides for the completion of a research project as a requirement for graduation, and is undertaken in the course Research Methods in Library and Information Science.

- The research topic has to be on the areas central to the profession like information needs and uses, information storage and retrieval, information organization, analysis, and management, applications of information and communication technologies to LIS, and other related topics.

- The proposed research project topic has to be presented to a faculty committee, and approved by the dean or head of the LIS college, institute or department.
- The approved research project topic is undertaken with the guidance of a duly designated research project adviser.

Library Practice

A one year practicum is required in the LIS program which is undertaken by the student in his/her senior year. The program is designed to expose the student to all facets of LIS work in actual libraries and information centers in the public and private sectors. The student is expected to gain on-the-job experience in academic, government, school, public, and special library environments.

Library Practicum I is a three (3) unit course which covers internship in academic and school libraries for a minimum of 100 hours each. Library Practicum II is also a three (3) unit course which covers immersion in public and special libraries for a minimum of another 100 hours each.

LIS Electives

The student has to complete 15 units of Library and Information Science electives leading to specialization in any of the following areas:

- Special Topics in Academic Librarianship
- Special Topics in School Librarianship
- Special Topics in Public Librarianship
- Special Topics in Corporate Librarianship
- Special Topics in Law Librarianship
- Special Topics in Medical Librarianship
- Special Topics in Government Agency Librarianship
- Special Topics in Archives and Records Management

Professional Education Electives

For the 12 units of electives in professional education, the student may choose from the following courses:

- Child and Adolescent Development
- Facilitating Learning
- Psychological and Sociological Foundation of Education
- Principles of Teaching
- Assessment of Student Learning
- Educational Technology