

University of Cape Town

Department of Knowledge and Information Stewardship

Postgraduate Diploma in Library and Information Studies

Course outlines

- NQF Level 8
- Bachelor's Degree - minimum admission requirement
- 5 courses of equal weight; 24 credits each

1. **Research Methods and User Studies (24 credits):**

Research as a process: problem definition, question formulation
Epistemological issues informing the research process
Qualitative and quantitative approaches: data collection & analysis
Role of theory in research
Basic statistics
Research proposals
Design & implementation of research projects
Research reports
Research ethics
User groups and information use
Libraries in society
Libraries in the academy

Assessment: Practical exercises (10%), research proposal (60%), literature review (30%)

2. **Resource Planning and Use (24 credits):**

Within the context of managing information organisations:
The library environment
Strategic planning
Leadership & management
Organisational behaviour
Financial management
Space planning
Project management
Performance evaluation
Customer service & marketing
Work integrated learning
Personal and Professional Communication

Assessment: Coursework (20%), Work integrated learning (20%), examination project (60%)

3. Information Resources (24 credits):

Structure of knowledge
Resource discovery in research and public libraries
Information sources & services in the print and electronic domains
Reference interviews & services
Research support in libraries
Collection development
Library 2.0 and social media
Teaching and learning in academic and public libraries

Assessment: Coursework (30%), examination project (70%)

4. Resource Description & Communication (24 credits):

Bibliographic description of resources, access and authority control
Principles, standards, frameworks and models for resource description and discoverability
Metadata
Applications of digital technologies relevant to the principles and practices of information transfer and scholarly communication
Digital curation (digital collection, construction and preservation)
Digital scholarship
Scholarly communication and its universal access

Assessment: Practical assignments (40% each), theory examination (60%)

5. Knowledge Organisation & Management (24 credits):

Subject analysis and control
Abstracting and indexing
Controlled vocabularies: thesauri, subject heading lists and classification
Structures for knowledge organisation and representation: taxonomy, ontology, folksonomy, topic maps; linked data and semantic web
Knowledge management: principles, practices & theories
Web content management
Communities of practice and indigenous knowledge
Learning organisation
Competitive intelligence
Knowledge mobilisation and knowledge brokering

Assessment: Practical assignments (40%), theory examination (60%)