



UNIVERSITI TEKNOLOGI MARA

IMD307: REFERENCE AND INFORMATION SERVICES FOR INFORMATION AGENCIES

Course Name (English)	REFERENCE AND INFORMATION SERVICES FOR INFORMATION AGENCIES APPROVED		
Course Code	IMD307		
MQF Credit	3		
Course Description	This course is an introduction to reference and information services in information agencies. Students are exposed to the techniques of reference activities and reference sources used in any information agencies and how to assist user in seeking information.		
Transferable Skills	1. Adaptable 2. Systematically inquisitive 3. Solution provider		
Teaching Methodologies	Lectures, Tutorial, Computer Aided Learning		
CLO	CLO1 Acknowledge a broad range of information system sources and services that library and other types of information related organization provide their clients. CLO2 Adapt how people interact with information professionals, and information systems when seeking information. CLO3 Apply the basic strategies used by information professionals in the evaluation of information systems, sources and services.		
Pre-Requisite Courses	No course recommendations		
Reading List	<table border="1"><tr><td>Reference Book Resources</td><td><ul style="list-style-type: none">• Chan, Lois Mai 1994, <i>Cataloging and Classification</i>, 2nd ed. Ed., McGraw-Hill U. S. [ISBN: 0070105065]• Godden, Irene R. 1991, <i>Library Technical Services</i>, 2nd ed Ed., Academic Press San Diego [ISBN: 0122870417]• Gorman, Michael 1998, <i>Technical Services Today and Tomorrow</i>, 2nd. ed. Ed., Libraries Unlimited Englewood, Col. [ISBN: 1563085909]• Joint Steering Committee for Revision of AACR 2005, <i>Anglo-American Cataloguing Rules</i>, 2nd. ed. Ed., American Library Association Chicago, Ill. [ISBN: 0838935559]</td></tr></table>	Reference Book Resources	<ul style="list-style-type: none">• Chan, Lois Mai 1994, <i>Cataloging and Classification</i>, 2nd ed. Ed., McGraw-Hill U. S. [ISBN: 0070105065]• Godden, Irene R. 1991, <i>Library Technical Services</i>, 2nd ed Ed., Academic Press San Diego [ISBN: 0122870417]• Gorman, Michael 1998, <i>Technical Services Today and Tomorrow</i>, 2nd. ed. Ed., Libraries Unlimited Englewood, Col. [ISBN: 1563085909]• Joint Steering Committee for Revision of AACR 2005, <i>Anglo-American Cataloguing Rules</i>, 2nd. ed. Ed., American Library Association Chicago, Ill. [ISBN: 0838935559]
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Article/Paper List	This Course does not have any article/paper resources		
Other References	This Course does not have any other resources		