



UNIVERSITI TEKNOLOGI MARA

IML253: PRESERVATION OF LIBRARY MATERIALS

Course Name (English)	PRESERVATION OF LIBRARY MATERIALS APPROVED		
Course Code	IML253		
MQF Credit	2		
Course Description	This course provides an overview of preservation of library materials. It covers knowledge about threats to library materials and various preventive measures to ensure the long term existence for future needs. Students also will be shown various examples to enhance their understanding and knowledge in the handling of library materials.		
Transferable Skills	critical thinking communication skill leadership		
Teaching Methodologies	Lectures, Field Trip		
CLO	CLO1 1. Discuss the various preventives measures in handling library materials. (C2) CLO2 2. Describe the various methods in preserving library materials for both electronic and printed. (P1) CLO3 3. Identify the importance of preservation of library materials. (A1)		
Pre-Requisite Courses	No course recommendations		
Reading List	<table border="1"> <tr> <td>Reference Book Resources</td> <td> <ul style="list-style-type: none"> • Balloffet, N. & Hille, J. 2005, <i>Preservation and conservation for libraries and archives</i>, American Library Association. Chicago • Cravey, P 2001, <i>Protecting library staff, users, collections, and facilities: A how-to-do-it manual.</i>, Neal-Schuman Publishers. New York • Deegan, M. & Tanner, S. 2006, <i>Digital preservation</i>, Facet Publishing. London • Drewes, J. M. & Page, J. A 1997, <i>Promoting preservation awareness in libraries: A sourcebook for academic, public, school, and special collections.</i>, Greenwood Press. Wesport • Gorman, G. E. & Shep, S. J 2006, <i>Preservation management for libraries, archives and museums</i>, Facet Publishing London • Halsted, D. d., Jasper, R. P., & Little, F. M 2005, <i>Disaster planning: A how-to-do-it manual for librarians with planning templates on CD-ROM</i>, Neal-Schuman Publishers. New York • Kahn, M. B 2003, <i>Disaster response and planning for libraries</i>, (2nd ed.). Ed., American Library Association. Chicago • Matthews, G. & Feather, J 2003, <i>Disaster management for libraries and archives</i>, Ashgate Publishing Limited. England </td> </tr> </table>	Reference Book Resources	<ul style="list-style-type: none"> • Balloffet, N. & Hille, J. 2005, <i>Preservation and conservation for libraries and archives</i>, American Library Association. Chicago • Cravey, P 2001, <i>Protecting library staff, users, collections, and facilities: A how-to-do-it manual.</i>, Neal-Schuman Publishers. New York • Deegan, M. & Tanner, S. 2006, <i>Digital preservation</i>, Facet Publishing. London • Drewes, J. M. & Page, J. A 1997, <i>Promoting preservation awareness in libraries: A sourcebook for academic, public, school, and special collections.</i>, Greenwood Press. Wesport • Gorman, G. E. & Shep, S. J 2006, <i>Preservation management for libraries, archives and museums</i>, Facet Publishing London • Halsted, D. d., Jasper, R. P., & Little, F. M 2005, <i>Disaster planning: A how-to-do-it manual for librarians with planning templates on CD-ROM</i>, Neal-Schuman Publishers. New York • Kahn, M. B 2003, <i>Disaster response and planning for libraries</i>, (2nd ed.). Ed., American Library Association. Chicago • Matthews, G. & Feather, J 2003, <i>Disaster management for libraries and archives</i>, Ashgate Publishing Limited. England
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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		