ROSE STATE COLLEGE

Division Course Syllabus

Division: Humanities
Course Prefix and Number: LTA 1322
Course Title: Introduction to the Library Paraprofessional Field
Semester and Year Submitted: Spring 2016
Credit Hours: 2
Prepared by: Melissa Huffman
Hours Per Week: Class 2, Lab 0

Course Description (as it appears in Catalog)
This course serves as an overview to the work of the Library Technical Assistant. It will look at a brief history of libraries and librarianship, and possible jobs, salaries, and types of libraries in which the LTA employee might find him/herself. It will also look at professional organizations within the library field and issues of importance to libraries, such as the Library Bill of Rights, the Freedom to Read, censorship, etc. This course is delivered only via the internet.

Prerequisites: None

Text(s):
Title: Libraries in the Information Age: an Introduction, 2nd Ed
Author: Denise Fourie and David Dowell
Publisher: Libraries Unlimited
Copyright Date: 2009
ISBN #: 978-1-59158-434-6

Supplemental Materials: (Other books, audio visual aids, etc.)
Instructor-prepared materials, multimedia presentations.

NOTE: This class is designed to be delivered over the Internet.
Outline for Remainder of Syllabus:

Rationale: Introduction to the Library Paraprofessional Field is designed to introduce the student to libraries, library terminology, library organizations and important library issues. The student will learn about the work opportunities and the work requirements of the field.

Expected Outcomes:

The student should be able to:
1. Identify the types of libraries in the U.S.
2. Describe the role of the Library Technical Assistant in the various libraries.
3. List the library organizations of interest to the LTA.
4. Define common library terms.
5. Identify sources of job openings for Library Technical Assistants.
6. Be able to discuss the Library Bill of Rights and the Freedom to Read statements.
7. Discuss and reply to the issues surrounding censorship in libraries.
8. Trace the history of libraries, with emphasis on the United States.
9. Explain the contribution of the Library Technical Assistant to the proper functioning of a library.

Methods of Instruction: Instructional methods will include textbook readings, written lectures, multimedia presentations, live discussions, guest lectures, student reports, exams and library work.

Assessment (Including Critical Thinking measurements): Student evaluation may include the following: exams and quizzes, reports, discussion, and library research exercises. The importance of class attendance may vary with individual instructors and should be explained at the beginning of each course.

Learning Objectives:

Unit I (Outcome 9)
The material in this unit gives the student some general information about Library Technical Assistants and what the course will be like.

Introduction
A. Information about the LTA program
B. Information about the class/outline of the course.
C. Student questionnaire.

Unit II (Outcome 8)
At the end of this unit students will be able to discuss the history of libraries.

A. 200-001 B.C
B. 100 A.D. - 12th C.
C. Middle Ages
D. Colonial U.S.
E. 19th Century
F. 20th Century

**Unit III (Outcomes 1, 2, 4)**
At the end of this unit, students will be able to

1. identify and discuss types of libraries;
   A. Academic
   B. Public
   C. School
   D. Special (Medical, legal, business, etc.)

2. describe the role of Library Technical Assistants in libraries; and

3. use library terminology.

**Unit IV (Outcomes 3, 5)**
At the end of this unit, students will be able to

1. describe library organizations

2. use the LTA Job Search

**Unit V (Outcomes 6, 7)**
At the end of this unit, students will be able to discuss library issues.

   A. Library Bill of Rights
   B. Freedom to Read
   C. Censorship
   D. Legal issues