

Fundamentals Of Library And Information Science

"Streamlining Library Services provides information on how to diagnose problem areas using such tools as Pareto and fishbone charts; use brainstorming; organize a work-flow study; and build and present cost studies. Special emphasis is placed on activities that should occur after the analysis is concluded, including data analysis, study results, and making recommendations to management. Guidelines are provided for managers and staff as they strive to streamline activities. Topics include implementation issues and strategies that must be addressed as new workflows and services are introduced, and organizational change issues and strategies for building staff support toward change."--BOOK JACKET.

Richard Rubin has written a completely revised and updated edition of the first textbook - and most widely-used - specifically written to cover the fundamentals of library and information science. Foundations is the most current teaching resource available, covering the practice of librarianship, the place of libraries in the broader information infrastructure, the development of information science, the growth of information technologies, information policy in libraries, intellectual organization of libraries, the mission of libraries from past to present, and ethical aspects and principles between information providers and clients. The various types of libraries (public, academic, school, and special libraries), their internal functions, and the major organizational issues they face are discussed. This second edition provides updates of many critical issues and also includes new topics - digital libraries and reference, information infrastructure, the Web, UCITA, Homeland Security, revised intellectual freedom policy statements, digital rights management, file sharing, MARC21, metadata, and much more - that are important to our profession. The extensive lists of selected readings have been thoroughly updated. Library and information science students and professionals will find the background and concepts they need to meet today's - and tomorrow's - challenges in this new edition.

Chapter 1 The Impact of Information in Society 1 ; Chapter 2 The Fundamental Concepts of Information 13 ; Chapter 3 History of Information Technology 27 ; Chapter 4: Current Information Technology 49 ; Chapter 5 Societal Institutions for Creation, Distribution, ; and Management of Information 65 ; Chapter 6: The Information Professions 97 ; Chapter 7 The Impact of Information on Cultures and Societies 131 ; Chapter 8 The Economics of Information 161 ; Chapter 9 The Regulation and Politics of Information 179 ; Chapter 10 The Areas and Issues of Information Policy 203 ; Chapter 11 Information Ethics 221 ; Chapter 12 Information Future(s) 261 ; Appendix 1: Glossary of Terms 273 ; Appendix 2: Glossary of Acronyms of Organizations 285.

Lester and Koehler have vastly revised and expanded this brand new edition of the first textbook geared towards undergraduate information studies to approach the field from a multidisciplinary perspective. The book's fourteen chapters begin with The Impact of Information in Society and Fundamental Concepts of Information; look at The Information Professions and The Impact of Information Cultures and Societies; and conclude with Information Ethics and Information Futures. information technology. Every chapter has been thoroughly updated and revised. Expansions include two whole new chapters, one on user behavior and the second on information, power, and society; five other chapters have been substantially expanded. In addition, the authors have added two new features: A Learning Guide precedes each chapter and an Information Idea draws attention to the application of the Digital Humanities For Librarians. Some librarians are born to digital humanities; some aspire to digital humanities; and some have digital humanities thrust upon them. Digital Humanities For Librarians is a one-stop resource for librarians and LIS students working in this growing new area of academic librarianship. The book begins by introducing digital humanities, addressing key questions such as, "What is it?", "Who does it?", "How do they do it?", "Why do they do it?", and "How can I do it?". This broad overview is followed by a series of practical chapters answering those questions with step-by-step approaches to both the digital and the human elements of digital humanities librarianship. Digital Humanities For Librarians covers a wide range of technologies currently used in the field, from creating digital exhibits, archives, and databases, to digital mapping, text encoding, and computational text analysis (big data for the humanities). However, the book never loses sight of the all-important human component to digital humanities work, and culminates in a series of chapters on management and personnel strategies in this area. These chapters walk readers through approaches to project management, effective collaboration, outreach, the reference interview for digital humanities, sustainability, and data management, making this a valuable resource for administrators as well as librarians directly involved in digital humanities work. There is also a consideration of budgeting questions, including strategies for supporting digital humanities work on a shoestring. Special features include: Case studies of a wide range of projects and management issues Digital instructional documents guiding readers through specific digital technologies and techniques An accompanying website featuring digital humanities tools and resources and digital interviews with librarians and scholars leading the way in digital humanities work across North America, from a range of larger and smaller institutions Whether you are a librarian primarily working in digital humanities for the first time, a student hoping to do so, or a librarian in a cognate area newly-charged with these responsibilities, Digital Humanities For Librarians will be with you every step of the way, drawing on the author's experiences and those of a network of librarians and scholars to give you the practical support and guidance needed to bring your digital humanities initiatives to life. This is the "go to" book for newly appointed records managers, as well as experienced records and information management (RIM) professionals who want a review of specific topics. The approach here is practical rather than theoretical and emphasizes best practices and published standards.

This essential, single-volume textbook supplies a comprehensive introduction to library management that addresses all the functions of management, specifically within the ever-evolving modern library environment. • The latest edition of a best-selling core management text—now in its ninth edition—covering all the management functions of libraries and information centers • Supplies new discussion topics, examples of management challenges, and case studies • Provides a global perspective on library management • Contains new discussion topics and case studies and offers supplementary online materials • Includes "Chapter Takeaways," a list of topics that the reader should understand after reading the chapter; "Management on the Job" sections referencing a specific journal article that demonstrates the chapter topic; and "Talk about It" and "Practice Your Skills" segments that offer readers a chance to demonstrate what they are learning

Knowledge Management: A Practical Guide for Librarians will help information professionals recognize, organize, communicate, and leverage both the tacit and explicit knowledge already in

the organization for the benefit of themselves and their users

Recipient of the 2018 Association for Library Collections & Technical Services (ALCTS) Outstanding Publication Award Whether it's networking with vendor reps or poring over data, the continually evolving field of electronic resources management (ERM) is always throwing something new your way. Alana Verminski and Kelly Marie Blanchat were once new on the job themselves, crossing over from research instruction and the vendor side of scholarly publishing. They share what they've learned along the way in this hands-on guide. Cutting through the complexity of a role that's changing rapidly, inside you'll find to-the-point advice on methods and tools that will help you stay on top of things, including coverage of such key topics as the full range of purchasing options, from Big Deals to unbundling to pay per view; conversation starters that will help build productive relationships with vendor reps; questions to ask vendors about accessibility; common clauses of licensing agreements and what they mean; understanding the four types of authentication; using a triage approach to troubleshooting hitches in accessing articles; conducting an overlap analysis to evaluate new content; the basic principles of usage statistics, and four ways to use COUNTER reports when evaluating renewals; tips for activating targets in your knowledge base; five steps to developing an effective marketing plan; and how to master the lingo, with clear explanations of jargon, important terms, and acronyms. This guide to ERM fundamentals will prove invaluable, both as a primer for those preparing to enter the field as well as a ready reference for current practitioners.

Addresses the art of controlling and updating your library's collection. Discussions of the importance and logistics of electronic resources are integrated throughout the book.

Covering every essential topic ranging from circulation and literacy instruction to reference and security, this benchmark text provides an up-to-date, broadly based view of library public service and its functions. • Covers all essential services of the library through completely reorganized and updated content that reflects the role of changing technologies in today's libraries • Presents many new chapters that address the topics of print collections, media collections, e-resources, computer access, social media, legal issues, ethical issues, funding and other fiscal issues, and the library as place

Finally, here's a handbook that includes everything administrators need to keep a handle on library operations, freeing them up to streamline and improve how the organization functions.

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This book introduces information technology topics foundational to many services offered in libraries and information centers. Written by a librarian with extensive experience as a technology specialist in libraries the book clearly explains concepts information technology principles with an eye toward their practical applications in libraries.

Metadata is used to organize and access information in an effective way. This is a comprehensive description of the various forms of metadata, its applications, and how librarians can use it. Both descriptive and nondescriptive forms of metadata are defined and applied to library functions.

Two experienced library managers explain how to create a productive workplace as they weave expert advice and commentary into an easy-to-use resource.

This important new book will help librarians make better reference decisions, aligned to customer needs and expectations, especially significant with today's limited budgets.

Melding theory with practice to make abstract concepts practical, this foundational book is the perfect tool for understanding the basic principles of planning and assessment, no matter your experience level.

Being a great teacher is part and parcel of being a great librarian. In this book, the author, a veteran instruction services librarian lays out the fundamentals of the discipline in easily accessible language. Succinctly covering the topic from top to bottom, he: Offers an overview of the historical context of library instruction, drawing on recent research in learning theory to help the instructor choose the most effective strategies for any situation; Shows readers how to assess the information needs of a given audience, how to develop a curriculum for teaching information literacy, and how to fit an appropriate amount of content into the allotted time; Addresses the pros and cons of online versus face-to-face instruction; Includes methods for publicizing the availability of the library's learning opportunities. With expert guidance for putting theory into practice, this book helps librarians connect with students as effectively as possible.

This is the 70th encyclopaedia of library and information science. It covers topics such as: intelligent systems for problem analysis in organizations; interactive system design; international models of school library development; lexicalization in natural language generation; and more.

Uncover all of the critical information and guidance you'll need to adeptly manage any school library in this valuable resource. The authors present a practical tool to help you fully understand and confidently master the extensive services and skills involved in this always-evolving profession. Equally effective when read from cover to cover or used as a quick-reference handbook, you'll first learn to build a strong professional foundation through a helpful explanation of the basics, like setting goals, organization and time management, communication with stakeholders and a list of important professional documents.

Read on to succeed in each one of the three major roles you'll adopt as a school librarian, including *Adminisgtrator, with instruction in budgeting, circulation and inventory *Information Specialist, which covers material selection, ordering, processing and arranging, databases and web sites and references *Teacher and Instructional Specialist, with guidance for teaching your school's curriculum, research assistance, collaboration and programming. Examples of best practices for each role are accompanied by easy-to-follow diagrams and images, and a ready-to-reference directory of essential sources and suppliers is packed with forms, resource lists and URL links to use again and again.

Foundations of Library and Information Science, Fourth Edition American Library Association Fundamentals of Library and Information Science Foundations of Library and Information Science Neal Schuman Pub

This internationally acclaimed text serves as the basic management text in programs of library & information studies throughout the world. It is also used as a ready-reference & for workshop discussions in all types of libraries & information centers. As with previous editions, the authors present the principles of library & information center management in a conceptual framework as it examines the dynamics of organizational missions, goals, policies & programs, & people, as well as in relation to external forces (e.g., users & funding authorities) that encourage change. This current edition features expanded

sections on the change process, strategic planning & management, & managing conflict through Total Quality Management (TQM) in a technology intense environment. Charts, diagrams, & appendixes of library policies, procedures, organograms, & other forms are included.

Government data and resources are uniquely useful to researchers and other library users. But without a roadmap, sifting through the sheer quantity of information to find the right answers is foolhardy. The first edition of this text is well established as an essential navigational tool for both LIS students and professionals; now this newly revised, peer-reviewed update is even more attuned to new sources and types of government information and how best to locate them. Unmatched in its scope, this book covers such key topics as the history of government information, from its colorful beginnings to the era of Wikileaks, Edward Snowden, and data breaches; how to think like a government documents librarian in order to find information efficiently, plus other research tips; all types of law resources and information, including public laws and the U.S. Code, Case Law and the judicial branch, and regulations; Congressional literature, from bills and committee hearings to the U.S. Congressional Serial Set; patents, trademarks, and intellectual property; census data, educational information, and other statistical resources; health information, with an in-depth look at the Patient Protection and Affordable Care Act and the trend toward and impact of online medical records; and science, environmental, and energy resources from agencies like the Environmental Protection Agency and the Department of Energy. Exercises throughout the text support instruction, while the approachable and well-organized style make it ideal for day-to-day reference use.

This important survey will be a key text for LIS students and an essential reference work for practitioners.

Jay, your average stoner from Portland Oregon, finds out when he's twenty-one that he is Jesus, the son of God. This may have been a good thing if it weren't for the fact that he had been molested early in life by a Catholic Priest. It is a comic and tragic tale of reincarnated Disciples, and a difficult choice on whether the world is worth saving. Jay grows up thinking he's a normal kid. Through a series of hilarious and heartbreaking adventures, he finally learns of his true identity, long after he was supposed to. His reincarnated disciples are a mixture of loveable and misunderstood characters that join Jay on a journey across the Country that leads them to Elvis, Oprah, jail, and near death experiences. And when Jay becomes too big for the Church to control, they confront a situation that could very well destroy the world.

This unique annotated bibliography is a complete, up-to-date guide to sources of information on library science, covering recent books, monographs, periodicals and websites, and selected works of historical importance. In addition to compiling an invaluable list of sources, Bemis digs deeper, examining the strengths and weaknesses of key works. A boon to researchers and practitioners alike, this bibliography includes coverage of subjects as diverse and vital as the history of librarianship, its development as a profession, the ethics of information science, cataloging, reference work, and library architecture. Encompasses encyclopedias, dictionaries, directories, photographic surveys, statistical publications, and numerous electronic sources, all categorized by subject. Offers appendixes detailing leading professional organizations and publishers of library and information science literature. This comprehensive bibliography of English-language resources on librarianship, the only one of its kind, will prove invaluable to scholars, students, and anyone working in the field.

Guiding supervisors through the intricate process of managing others, this to-the-point handbook addresses the fundamental issues facing those taking on this position.

In its newest edition, Foundations of Library and Information Science remains the field's essential resource.

The mission of higher education in the 21st century must address the reconciliation of student learning and experiences through the lens of indigenous education and frameworks. Higher learning institutions throughout the oceanic countries have established frameworks for addressing indigeneity through the infusion of an indigenous perspectives curriculum. The incorporation of island indigenous frameworks into their respective curriculums, colleges, and universities in the oceanic countries has seen positive impact results on student learning, leading to the creation of authentic experiences in higher education landscapes. Learning and Reconciliation Through Indigenous Education in Oceania discusses ways of promoting active student learning and unique experiences through indigenous scholarship and studies among contemporary college students. It seeks to provide an understanding of the essential link between practices for incorporating island indigenous curriculum, strategies for effective student learning, and course designs which are aligned with frameworks that address indigeneity, and that place college teachers in the role of leaders for lifelong learning through indigenous scholarship and studies in Oceania. It is ideal for professors, practitioners, researchers, scholars, academicians, students, administrators, curriculum developers, and classroom designers.

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