



COURSE DESCRIPTION CARD - SYLLABUS

Course name

Library training [S1ETI2>SB]

Course

Field of study

Education in Technology and Informatics

Year/Semester

1/1

Area of study (specialization)

–

Profile of study

general academic

Level of study

first-cycle

Course offered in

Polish

Form of study

full-time

Requirements

compulsory

Number of hours

Lecture

0

Laboratory classes

0

Other

0

Tutorials

1

Projects/seminars

0

Number of credit points

0,00

Coordinators

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Lecturers

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Prerequisites

To start subject Library training student is able to use the computer with the basic software, use the Internet.

Course objective

Providing students with basic information on the organization of the work of the PUT Library and its service offer. Developing students' ability to use information resources of their own library and resources of other libraries in the country and abroad.

Course-related learning outcomes

Knowledge:

1. The student is familiar with the rules for using printed and electronic library resources.
2. The student is familiar with the rules for accessing printed and electronic library resources in on-site and off-site reading rooms.
3. The student is able to select various search strategies for each type of resource.
4. The student knows the rules for obtaining missing library materials from other domestic and foreign libraries.
5. The student demonstrates knowledge of how to create bibliographic citations.

6. The student is able to select relevant literature for the topic of their thesis.

Skills:

1. The student is able to independently search for necessary information materials in printed and electronic library resources using modern search tools.
2. The student is able to present and utilize the retrieved materials in research topics.

Social Competencies:

1. The student is aware of the creation and existence of national and global bibliographic databases and full-text services.
2. The student is aware of the importance of information retrieval skills in their professional career and personal development.

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

none

Programme content

1. General information on the functioning of the PUT Library.
2. General information about library collections and their accessibility
3. Online catalogues of Library of Poznan University of Technology.
4. Principles of sharing library collections outside.
5. Principles of sharing books, journals, standards on the spot (Reading-Room).
6. Principles of working interlibrary orders.
7. Services offered by the PUT's Library: collaborative rooms and workstations, workstations for dysfunctional students, lending laptops, tablets.

Course topics

Knowledge of PUT's Library services and policies

Teaching methods

Subject tutorials: multimedia presentation, tour of the PUT Library.

Bibliography

Basic:

PUT Library information system.

Additional:

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Breakdown of average student's workload

	Hours	ECTS
Total workload	1	0,00
Classes requiring direct contact with the teacher	1	0,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	0	0,00