Locate and Catalogue Information for Libraries Skill Set

State ID: EAB23

About this course

A course to get your skills in order

If you are employed or have prior experience in library or information management and would like to gain a formal library technician qualification, then this is the Skill Set for you.

On successful completion you'll have completed five introductory units from BSB52115 Diploma of Library and Information Services. The units are designed to gain or enhance a broad range of skills and cover team leadership, cataloguing, searching online databases and trends in library service provision.

Gain these skills

- Provide effective leadership for developing efficient work flows and teams
- Catalogue resources to international standards
- Searching skills for online databases
- Understand trends applicable to the library and cultural services industry

Is this course right for me?

I have the following attributes:

- Good communication and interpersonal skills
- Good organisational skills
- A keen eye for detail

Details

In order to comply with COVID-19 Government directed social distancing guidelines, some courses may include a mix of online learning, virtual classrooms (live web conferencing with your lecturer and class) and classroom
delivery, as well as practical and work experience placements.

Lecturers will provide specific instructions to their student groups on how training will be undertaken.

Prerequisites

While there are no prerequisites this course is ideally suited to those already employed in the library or information management industry who wish to commence a Diploma pathway as a Library Technician.

Further study

Diploma of Library and Information Services

Fees and charges

$1795

Please note, fees are subject to change.