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
During your course of study, NMTAFE may use a variety of learning practices to ensure you get the best outcome for your learning journey.
This may include online learning, face-to-face classroom, laboratory/workshop delivery, work placement or a combination of these, depending on which is most appropriate.

**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.*