



LUDDY
SCHOOL OF INFORMATICS,
COMPUTING, AND ENGINEERING
IUPUI

Department: Library and Information Science
Program: Master of Library and Information Science
Student Advising Handbook

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General Advice

Contact Information

LIS Administration:

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Assistant to the Chair –**Angie Harmon** (avincibo@iu.edu)

Associate Program Director –**William Helling** (whelling@indiana.edu)

Admissions:

Graduate Program Coordinator, Elizabeth Cassell

Phone: 317-278-9200 E-mail: cassell@iupui.edu

Graduation Procedures:

Recorder, Jill Mathews

Phone: 317-278-2377 E-mail: jilmathe@iupui.edu

Course and Career Advising

Advising areas	Faculty
Academic libraries, management, library history	Dr. Rachel Applegate
Applied data science, scientific data management, database design	Dr. Angela Murillo
Archives, academic librarianship, digital curation	Mr. Brandon Pieczko
Archives, internships	Ms. Denise Rayman
Archives, media collections, metadata	Ms. Rachel Erpelding
Archives, professional development	Ms. Lydia Spotts
Digital curation, archives, open data	Dr. Ayoung Yoon
ePortfolio	Ms. Angie Harmon, Ms. Kym Kramer
Information policy/ethics, privacy, information architecture, database design	Dr. Kyle Jones
Library systems, web design	Dr. William Helling
Public libraries, community engagement, facilitated learning	Mr. Charles Sutton
Public libraries, community engagement	Dr. Andrea Copeland
Youth services, informal learning (makerspaces)	Dr. Soo Hyeon Kim
Youth services, school librarianship & certification, student teaching & internships	Ms. Kym Kramer
Youth services, school librarianship	Ms. Linda Mills

Luddy Career Services

The Luddy School Indianapolis Career Services Team is available to prepare you for your career. The team offers one-on-one career counseling and guidance for all Luddy students and alumni. Students are encouraged to visit the Career Services Office or set up virtual meetings early and often throughout their academic career.

The team hosts several career events throughout the year, both in-person and virtually, that allow students to connect with employers and peers for career assistance and growth. Need help getting ready for your career search? The team assists with mock interviews, resume reviews, job offer negotiations, networking assistance, career planning, and more!

Career services links

- [Luddy Career Website](http://luddy.iupui.edu/careers/) (luddy.iupui.edu/careers/)
- [Luddy Career Events](http://luddy.iupui.edu/careers/career-events/) (luddy.iupui.edu/careers/career-events/)
- [Luddy Career Prep](http://luddy.iupui.edu/careers/career-prep/) (luddy.iupui.edu/careers/career-prep/)
- [Luddy Find a Job or Internship](http://luddy.iupui.edu/careers/career-prep/) (luddy.iupui.edu/careers/career-prep/)
- [Schedule an Appointment with Luddy Career Services](http://luddy.iupui.edu/careers/career-services-office/) (luddy.iupui.edu/careers/career-services-office/)

Full Time Faculty Listings

Faculty	Title	E-mail
Rachel Applegate	Associate Professor	rapplega@iupui.edu
Andrea Copeland	Chair, Associate Professor	ajapzon@iupui.edu
Rachel Erpelding	Lecturer	rabehnke@iu.edu
William Helling	Lecturer	whelling@indiana.edu
Kyle Jones	Associate Professor	kmlj@iupui.edu
Soo Hyeon Kim	Assistant Professor	skim541@iu.edu
Kym Kramer	Lecturer	kakramer@indiana.edu
Angela Murillo	Assistant Professor	apmurill@iu.edu
Lydia Spotts	Lecturer	lcspotts@iupui.edu
Charles Sutton	Acting Assistant Professor	chasutt@iu.edu
Ayoung Yoon	Associate Professor	ayyoon@iupui.edu

Planning your Academic Career

It is to your advantage to plan your academic career sooner rather than later in the program so as to assure that you 1) take the courses you want, 2) take the courses you need, and 3) take enough courses according to your graduation timeline.

Getting Advice from your Advisor

You should feel encouraged to contact your advisor to seek out their advice on selecting courses, working towards your degree, and preparing yourself for your post-MLIS career. To help your advisor answer your course selection questions, please fill out the advising checklist, along with courses you are interested in taking (see [Mapping Your Academic Program](#)). If you don't know who your advisor is, login to the Advising Records (AdRx) application at one.iu.edu. You may change your advisor once you determine or switch a specialization. Review the Course and Career Advising list above to identify options and email Angie Harmon.one.iu.edu. You may change your advisor once you determine or switch a specialization. Review the Course and Career Advising list above to identify options and email Angie Harmon.

Pre-requisites

Some courses have pre-requisites before allowing you to enroll in them. Review these by looking at the [Library and Information Science Courses](http://luddy.iupui.edu/lis/master-library-science/courses/) (luddy.iupui.edu/lis/master-library-science/courses/) page or the

Course Offerings by Semester chart in this handbook. For pre-requisites required for a course but not for a specialization, those credits will count towards a student's electives.

Foundations note: S500 and S507 are foundation courses for every specialization effective Fall 2022 (and including students starting in Summer 2022). S500 and S507 can be taken sequentially or at the same time, but effective Fall 2022 they are the first two courses every LIS student must start with. If taking one course, S500 is the first one you must take.

For students following “Begun Before Fall 2022” specialization charts:

Please see v. 3.6 of handbook for legacy pre-requisites, advising-handbook v3.6 (https://indiana-my.sharepoint.com/:b:/g/personal/lcspotts_iu_edu/Ea8vGa7omidOjud7nTb-q5YBTY-g8wflTrQ80eXNwmSpOQ?e=GhDXby).

Special Courses

Be aware that the department offers special courses for directed readings (S601), directed research (S602), workshops (S603), emerging topics (S604), internships (S605), and projects (S606). Many of these are done as independent studies. Review each course's page for details and requirements.

- Check out the Guidelines for S601, S602, S605, S606 on the Luddy--Student Services Forms & Policies page (luddy.iupui.edu/student-services/forms/)

Registering for Courses

Review the Registrar's registration page (studentcentral.iupui.edu/register/) for details on dates you may sign-up for courses. This page will also provide information on how to use the one.iu.edu system to register your course selections.

Register as soon as possible. When you wait to the last minute, either a class may 'fill' with other students, or it may be cancelled due to an observed lack of interest.

Waitlists

If a class is full, be sure to place yourself on the waitlist. The department cannot plan on accommodating additional needs until and unless it sees that people are interested in a class.

When someone registered for a class drops it before the semester starts and you are on the waitlist, you will be notified. You must affirmatively register for the course at this time.

Faculty cannot add students to a course directly: they must come through the waitlist.

Transfer Credits

You may transfer in a maximum of 6 credits from Luddy School of Informatics, Computing & Engineering programs. You may also transfer in a maximum of 6 credits from any program accredited by the American Library Association (ALA). No other transfers are allowed. Contact the director of the program for details, exceptions, and approvals.

Incompletes

Incompletes are not automatically granted. You may arrange a grade of “I” or incomplete for a course with an instructor for special circumstances. You and the instructor must agree upon the terms for completing the course.

Students who have multiple incompletes (2 or more) will be blocked from registering for additional LIS courses until there is only one (or zero) outstanding incomplete, or the student presents the department chair with a plan of action for completing all incompletes in a timely way.

Students need to have completed the majority of course work (75%+) at an acceptable level of achievement. Deadlines for the work for an incomplete to be finished are at the instructor’s discretion. The deadline can be no longer than 1 year from the end of the semester, but can be earlier if the instructor specifies that.

Time Limit

All graduate courses that apply to the MLIS degree must be taken within a five-year time period, to ensure intellectual integrity and currency of content. This includes courses taken as a non-degree graduate student, prior to admission to the degree.

A one-year extension can be granted upon request with explanation of the unusual circumstances involved. No more than one year can be granted.

In rare circumstances, older courses can be “revalidated” if evidence is presented that the person has current knowledge of the topic. Please contact the chair for information about this.

Course Load

It is unrealistic to expect to be a full time employee and a full time student.

The federal financial aid rule is that for graduate students, four to seven credits equals part time and eight or more credits equals full time. Practically that means two classes (six credits) for part time and three classes (nine credits) for full time. Only students who are working 10 hours a week or less, with limited family obligations, can expect to be successful with 12 credits.

Nine credits (three classes) is a full time commitment. It can be combined with a job that is 15-20 hours per week.

For those working 30-40 hours a week, many students are successful with two classes at a time.

The most common reason to drop a course is that the student realizes they are taking too many courses. This has significant financial consequences; IUPUI refund dates and federal financial aid requirements are strictly enforced.

Specializations

A specialization appears on your transcript, not your diploma. Current specializations (and dual degrees) are listed on the website, along with degree (course) checklists.

- A specialization is NOT required.
- Use the degree checklists as advice on courses to take.
- You may discuss with your advisor and make progress toward your desired specialization from your first semester onward.
- Formally declare your specialization when you submit your intent to graduate form (luddy.iupui.edu/student-services/graduation/)

Advisors can approve course changes or waivers to fit your circumstances and course availability. The course number 604 is used for new course topics; these eventually are dropped or become regular courses. These new courses can be applied to specializations even when they are not listed on the degree checklists; have your advisor approve them. All changes should be confirmed via email and entered in your student records by your advisor.

Dual Degrees

LIS has dual-degree agreements with Public History, Philanthropy, Health Informatics, and Law. These degrees are very specific, institutional, arrangements. You can only do these specific dual degrees; dual degrees offered by LIS-Bloomington are in partnership with Bloomington departments: there can be no cross-campus dual degrees, although, if you wish, you could pursue two degrees at the same time.

The benefit to you is a reduction in the total number of credits compared to taking each degree separately. The constraint is that you need to be admitted to both programs at the same time (or within the first semester of starting one program). You need to apply separately to each. You also need to finish both of them at the same time: even when you have finished all the credits for X degree, you cannot be awarded X until Y requirements are also met. Out of state students receive the LIS (Luddy School) scholarship for LIS credits only; the credits for the other program are billed to and controlled by the other program.

Independent Study

Students can take up to six hours of independent work or more if the advisor thinks it's best for the student. Independent study options include:

- S601: Directed Readings
- S602: Directed Research
- S605: Internship
- S606: Project in Information and Library Science

Check out the Guidelines for S601, S602, S605, S606 on the Luddy Student Services Forms & Policies page (luddy.iupui.edu/student-services/forms/)

Internships

Students who do not already have good, relevant work or volunteer experience should do an internship to be competitive in the job market. Internships can occur after 18 credits; students arrange their own though there is an internship database with listings. An internship is not a requirement to get the degree, but experience is an essential part of being a competitive job applicant. Register for internships using the S605 course. Check

out the Guidelines for S601, S602, S605, S606 on the Luddy Student Services [Forms & Policies](#) page (luddy.iupui.edu/student-services/forms/)

Grades

LIS faculty follow the following definitions of achievement for *graduate* course grades.

Grade	Description
A 100% to 96.0%	Outstanding achievement. Student performance demonstrates full command of the course materials and evinces a high level of originality and/or creativity that far surpasses course expectations.
A- < 96% to 90.0%	Excellent achievement. Student performance demonstrates thorough knowledge of the course materials and exceeds course expectations by completing all requirements in a superior manner.
B+ < 90.0% to 87.0%	Very good work. Student performance demonstrates above-average comprehension of the course materials and exceeds course expectations on all Modules as defined in the course syllabus.
B < 87.0% to 84.0%	Good work. Student performance meets designated course expectations, demonstrates understanding of the course materials, and performs at an acceptable level.
B- < 84.0% to 80.0%	Marginal work. Student performance demonstrates incomplete understanding of course materials.
C < 80.0% to 70.0%	Unsatisfactory work. Student performance demonstrates incomplete and inadequate understanding of course materials. An incomplete may be granted under special circumstances.
D < 70.0% to 60.0%	Student has failed the course. An incomplete is not an available option.
F < 60.0% to 0.0%	Student has failed the course. An incomplete is not an available option.

Students must receive a B- or above for a course to satisfy core requirements (e.g. S501, S502). Students must receive a C or above for an elective course. Students must maintain a 3.0 GPA overall and must finish coursework with a 3.0 GPA. If in any semester a student receives less than a 3.0 for that semester, they will be placed on probation and will need to achieve a 3.0 overall GPA during the next semester.

Your ePortfolio

There are two segments of LIS ePortfolio development, each with its own goals. Descriptions below serve as broad outlines for each ePortfolio's design. Detailed step-by-step instructions, tutorials, sample exemplars, and rubrics are provided to students in the [DLIS ePortfolio site \(iu.instructure.com/courses/1802446\)](http://iu.instructure.com/courses/1802446).

MLIS Program Goals

There are seven M.L.I.S. program goals. These are derived from the [ALA Core Competencies of Librarianship](#), which “defines the basic knowledge to be possessed by all persons graduating from an ALA-accredited master’s program in library and information studies.” (ALA, 2009)

- Connect core values and professional ethics to practice
- Facilitate engagement in the information ecosystem
- Curate collections for designated communities
- Lead and manage libraries, archives, and other information organizations
- Organize and represent information
- Conduct systematic research to inform decisions
- Innovate professional practice with information services and technology

Spring Dates

- Date for submitting and scheduling Advising Conference: March 1
- Date for completing the Advising Conference: April 15

Summer Dates

- Date for submitting and scheduling Advising Conference: August 1
- Date for completing the Advising Conference: September 15

Fall Dates

- Date for submitting and scheduling Advising Conference: November 1
- Date for completing the Advising Conference: December 15

Early ePortfolio: An Academic Advising Tool

The Early ePortfolio consists of **two essays**. Upon entering the LIS Master of Library and Information Science graduate program, students begin their Early ePortfolio while taking S500 where they write The Baseline Essay. The Early ePortfolio is finalized when students reach 18-21 hours of LIS coursework or start their second

year in the program. At that point, they write and submit the LIS Program Goals Essay and alert their Academic Advisor that they finished both essays for the Early ePortfolio. A **mid-program** advising conference is scheduled between the student and the academic advisor to discuss the development of the second half of the student's graduate program before registration is completed for the next semester of classes.

Late ePortfolio: Demonstration of Mastery of LIS Program Goals

The Late ePortfolio consists of **one complex essay**. The essay includes a self-analysis of the student's mastery of the LIS Graduation Program Goals (referenced above), as well as a goal-setting segment for professional development beyond graduate school. In general, during the months leading up to a student's final semester of coursework a student will:

1. Study LIS Program Goals and any specialization competencies
2. Identify up to ten artifacts that demonstrate mastery of LIS Program Goals
3. Analyze and reflect upon each self-chosen artifact in order to assess overall learning and professional growth throughout the LIS program as related to the LIS Program Goals and various competencies
4. Elaborate on ways professional growth will advance beyond the graduate program

Since students in this Late ePortfolio may be finishing coursework at different times, the due dates are different depending on your situation. It is your responsibility to take note of these very important due dates and complete your work on time. If you miss a deadline, it may affect your ability to graduate on time.

- December coursework completion: ePort due November 30
- May coursework completion: ePort due March 30
- June coursework completion: ePort due May 31
- August coursework completion: ePort due July 31

Successful completion of the Late ePortfolio is a requirement for the Master of Library and Information Science degree. If you have questions regarding the timing and development of your ePortfolio, contact Angie Harmon (avincibo@iu.edu).

Course Offerings by Semester

Use the Course Offerings by Semester chart to help plan ahead. Note, however, that this list is our best prediction. Scheduling changes occur, so be sure to see the official list of courses offered by LIS:

Go to one.iu.edu (one.iu.edu). You do not need to log in. Type and search for "search courses." Start the Search Courses (Public) iGPS (All IU Campuses) app. Select a campus (IUPUI) and a term, and filter by the keyword "LIS" -- adjustments are always made, depending on enrollment, course demand, and staffing.

Semester codes in chart: FA= Fall, SP= Spring, SU1 = Summer 1, SU2 = Summer 2, SU1-SU2 = course spans *both* summer sessions

UNDERGRADUATE

Course	Semester(s)	Pre-Req(s)
INFO I308 Information Representation: Database Design	FA, SP, SU2	
INFO I415 Introduction to Statistical Learning	SP, SU1-SU2	
INFO I400 Information Structures for the Web	SP	
INFO I416 Applied Cloud Computing for Data Intensive Sciences	FA, SP	
INFO I418 Deep Learning Neural Networks	FA	
INFO I428 Web Mining	SP	
INFO I443 Natural Language Processing	FA	
LIS S201 Foundations of Data Studies	FA, SP	
LIS S202 Data Organization and Representation	FA	
LIS S301 Data Policy and Governance	FA	
LIS S302 Data and Society	FA	
LIS S305 Data Curation and Management	SP	
LIS S400 Topics in Applied Data and Information Science	SP	
LIS S402 Data Preservation	FA	
LIS S404 Surveillance Studies	SP	
LIS S405 Data Archives	SP	
LIS S304 Social Media Data	TBD	
LIS S406 Scientific Data	TBD	
LIS S407 Social Science Data	TBD	
LIS S408 Business Data	TBD	

GRADUATE --- note: S500 and S507 are foundation courses for every specialization. They can be taken sequentially or at the same time, but effective Fall 2022 they are the first two courses every LIS student must start with. If taking one course, S500 is the first one you must take. Students using pre Fall 2022 charts: see note under **Pre-Requisites**.

Course	Semester(s)	Pre-Req(s)
LIS S500 Methods and Tools for the Information Profession	FA, SP, SU2	
LIS S501 Information Sources and Services	FA, SP, SU1, SU2	500, 507
LIS S502 Acquisition and Management of Knowledge and Info.	FA, SP, SU1	500, 507
LIS S503 Org. and Representation of Knowledge and Info.	FA, SP, SU1	500, 507
LIS S504 Cataloging	FA	500, 503, 507
LIS S505 Evaluation of Library Sources and Services	FA, SP	500, 507
LIS S506 Introduction to Research	FA, SP, SU1	500, 507
LIS S507 Tools and Technologies for the Info. Professions*	FA, SP, SU1, SU2	500

Course	Semester(s)	Pre-Req(s)
LIS S511 Database Design	FA, SP**	500, 507
LIS S517 Web Programming	FA	500, 507
LIS S521 Humanities Information	SU1- SU2	500, 507
LIS S522 Social Science Information	SU1- SU2	500, 507
LIS S523 Science and Technology Information	SU1- SU2	500, 507
LIS S524 Adult Readers Advisory	SP	500, 507
LIS S525 Government Information (every other summer)	SU	500, 507
LIS S526 Business Information	SU1- SU2	500, 507
LIS S530 Makerspaces as Learning Environments	SP	500, 507
LIS S531 Information Structures for the Web	SP	500, 507
LIS S532 Information Architecture for the Web	FA	500, 507
LIS S533 Online Searching	SU1, SU2	500, 507
LIS S541 Information Policy	FA	500, 507
LIS S552 Academic Library Management	SP	500, 507
LIS S553 Public Library Management	SP	500, 507
LIS S554 Library Systems	SP	500, 507
LIS S555 Digital Services Management	FA, SU1	500, 507
LIS S557 Marketing for Libraries	SP	500, 507
LIS S571 Materials for Youth	FA, SP	500, 507
LIS S572 Youth Services	FA, SP	500, 502, 507
LIS S573 Education of Information Users	SP	500, 507
LIS S574 Information Instruction	FA, SP	500, 507
LIS S575 Public Library Services	FA	500, 501, 507
LIS S577 Designing for Informal Learning Environments	FA, SP	500, 507
LIS S578 Facilitating Learning with Technology	FA	500, 507, 574 or 577
LIS S580 History of Libraries	SP	500, 507
LIS S581 Archives and Records Management	FA, SP	500, 507
LIS S582 Digital Preservation	FA, SP	500, 507, 503 or 581
LIS S583 Data Curation and Management	FA	500, 507, 503, 584 or 634
LIS S584 Archival Arrangement and Description	FA, SP	500, 507, 503 or 581
LIS S585 Archival Appraisal and Management	FA, SP	500, 507, 581
LIS S586 Archival Intelligence	FA, SP	500, 507, 581
LIS S591 Grant Writing	SU2	500, 507 ⁺
LIS S598 Professional Engagement and Development (1 cr)	FA, SP, SU2	none
LIS S601 Directed Readings	FA, SU1, SU2	500, 507, consent of instructor
LIS S602 Directed Research	FA, SU1, SU2	500, 507, 505 or 506 [‡]
LIS S603 Workshop in Cataloging for School Librarians (1 cr)	SU1- SU2	500, 507 ⁺
LIS S603 Workshop: Open Education Resources (1 cr)	TDB	500, 507
LIS S603 Plug, Play, Personalize (1 cr)	TDB	500, 507
LIS S603 Social Media Practices (1 cr)	TBD	500, 507
LIS S603 Publishing in LIS (1 cr)	TBD	500, 507
LIS S604 Community Data	SP	500, 507
LIS S604 Family Engagement in Libraries	SP	500, 507
LIS S604 Inquiry and Innovation	FA	500, 507
LIS S604 Legal Issues for Library and Information Managers	SP	500, 507
LIS S604 Tools for Digital Preservation	SU2	500, 507
LIS S604 Multicultural Approaches to Librarianship	FA	500, 507

Course	Semester(s)	Pre-Req(s)
LIS S604 Global Digital Services (for Study Abroad Finland)	SP-SU1	500, 507, 531
LIS S605 Internship in Library and Information Science	FA, SP, SU1,2	500, 507
LIS S606 Project in Library and Information Science	FA, SP, SU1,2	500, 507
LIS S621 Audio and Video Sources	SP	500, 507
LIS S622 Resources and Services for People with Disabilities	SU1, SU2	500, 507
LIS S623 Genealogy and Local History	SU1	500, 507
LIS S631 Advanced Cataloging	SP	500, 503, 504, 507
LIS S632 Advanced Resource Management	FA	500, 502, 507
LIS S634 Metadata	FA	500, 503, 507‡
LIS S640 Seminar in Intellectual Freedom	SP	500, 507†
LIS S651 Digital Collections	SP	500, 507, 584 or 634
LIS S654 Law Librarianship (every other summer)	SU1	500, 507
LIS S656 Scholarly Communication	FA	500, 507
LIS S671 School Media	FA	500, 502, 507§ .
LIS S672 Seminar on Literature for Youth (FA- Nonfiction, SP- Seminar in Multicultural & Diverse Literature, SU even yrs: Read Like a Writer, SU odd yrs: Trends in Youth Literature)	FA, SP, SU1-SU2	500, 507
LIS S681 The Book 1450 to the Present	FA	500, 507
LIS S685 Electronic Records Management	SP	500, 507
LIS S686 Web Archiving and Preservation	FA	500, 507, AND 503 OR 581

* LIS S507 is offered as of Fall 2022

** LIS 511 is offered on campus in the Fall and online in Spring. MLIS students should take the Spring course.

† School Library Certification students may bypass S500 and S507

‡ Consent of instructor required. Must complete 15 hours before registering

§ School Library Certificate students may bypass all pre-requisites; 574 is a pre-req for those who do not have teaching certification.

|| School Library Certificate students may bypass standard pre-requisites, but are required to take 571 OR 672

Courses not currently offered

These courses may be discoverable in the Student Information System (SIS) but are not scheduled or offered at this time.

LIS-S 516 Human-Computer Interaction
 LIS-S 519 Evaluation of Information Systems
 LIS-S 550 Perspectives on the Information Professions
 LIS-S 551 Library Management
 LIS-S 556 Systems Analysis and Design
 LIS-S 642 Content Analysis for the Web
 LIS-S 650 Library Philanthropy
 LIS-S 652 Digital Libraries
 LIS-S 653 Health Sciences Librarianship
 LIS-S 683 Reference Sources for Rare Books

Mapping Your Academic Program

Your program of study must include 39 credits to complete the degree. It will be to your benefit to try to map out your entire academic program as early as possible in order to determine when you need to take courses and to protect against taking unnecessary (and costly) courses. Use the checklists that follow to map out your courses. Also, share your specialization checklist with your advisor to help facilitate course planning.

Year	Semester	Course no.	Course Title	Credits
1	Fall			
1	Fall			
1	Fall			
1	Spring			
1	Spring			
1	Spring			
1	Summer			
1	Summer			

TOTAL CREDITS: _____

Year	Semester	Course no.	Course Title	Credits
2	Fall			
2	Fall			
2	Fall			
2	Spring			
2	Spring			
2	Spring			
2	Summer			
2	Summer			

TOTAL CREDITS: _____

Year	Semester	Course no.	Course Title	Credits
3	Fall			
3	Fall			
3	Fall			
3	Spring			
3	Spring			
3	Spring			
3	Summer			
3	Summer			

TOTAL CREDITS: _____

Specialization Checklists

About Specializations

The following specialization checklists create plans of study according to specific professional interests and jobs. All specializations require 39 credit hours. See each specialization's requirements and related information for more. Successfully completed specializations are recorded on the student's final transcript (see Specializations section for more information).

NOTE: The specialization checklists changed for those entering the program in Fall 2022. Students who have already begun their studies before then will use a Begun Before Fall 2022 checklist or one of the new specialization checklists. Students who began Summer 2022 and afterwards will follow the new specializations

Choosing Electives

Whether or not you pursue a generalist specialization or a particular career-focused specialization, you have the opportunity to choose electives. When you graduate, what your employers will see is one story with many parts, and electives help tell that story. Choose electives for your specialization; your choices will provide evidence for the story you want to tell. You can choose LIS electives that **are not listed** under recommended specialization electives; you can even make a substitute for the required specialization courses, if your advisor is in agreement with your selection. Be sure to have a conversation with your advisor about what the two of you think about where you are now and where you want to go.

- Each specialization degree (course) checklist lists electives.
- However, these are recommendations or suggestions.
- Any course not listed under *Foundations* or *Specialization Core* for your specialization can be an elective.
- Pre-requisites required for a course but not for a specialization will count towards a student's electives.

Generalist Specialization (Begun Before Fall 2022)

The most important steps you can take in designing a generalist course of study is to keep in contact with your advisor and to spend time observing in various library types and situations. When choosing courses, consider your own academic background (undergraduate major, graduate degree), your work history, and your personal goals.

FOUNDATION			
Credits	Course		✓
3	S500	Methods and Tools for the Information Profession	
3	S501	Information Sources and Services	
3	S502	Acquisitions and Management of Knowledge and Information	
3	S503	Organization and Representation of Knowledge and Information	
<i>Choose one of the two courses below</i>			
3	S505	Evaluation of Information Sources and Services	
	S506	Introduction to Research	
<i>Choose one of the four courses below</i>			
3	S551	Library Management	
	S552	Academic Library Management	
	S553	Public Library Management	
	S555	Digital Services Management	
	S671	School Media	
18	TOTAL CREDITS FOR SECTION		

OPEN ELECTIVES		
Take whatever electives you wish		
Credits	Course	✓
21	TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

Academic Librarianship (Begun Before Fall 2022)

Academic librarians will find both S505 Evaluation and S506 Intro to Research useful for their careers. If you have no academic library experience, consider an internship in which you can experience student instruction; plan this for a fall or spring semester after you have completed 18 credits.

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
3	S552 Academic Library Management	
<i>Choose one of the two courses below</i>		
3	S505 Evaluation of Information Sources and Services	
	S506 Introduction to Research	
18	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
<i>Choose three of the four courses below</i>		
3	S511 Database Design	
3	S533 Online Searching	
3	S574 Information Instruction	
3	S583 Data Curation and Management	
3	S656 Scholarly Communication	
3	S604 Community and Data	
9	TOTAL CREDITS FOR SECTION	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S521 Humanities Information	
3	S522 Social Science Information	
3	S523 Science & Technology Information	
3	S525 Government Information	
3	S526 Business Information	
3	S530 Makerspaces as Learning Environments	
3	S532 Information Architecture for the Web	
3	S541 Information Policy	
3	S554 Library Systems	
3	S591 Grant Writing	
3	S621 Audio and Video Sources	
3	S622 Resources and Services for People with Disabilities	
3	S632 Advanced Resource Management	
3	S634 Metadata	
3	S651 Digital Collections	
3	S653 Health Sciences Librarianship	
3	S654 Law Librarianship	
12	TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

Archives Management (Begun Before Fall 2022)

The Archives Management Specialization covers all aspects of the archival profession and functions, including theoretical foundations, appraisal and acquisition, arrangement and description, reference services and access, preservation, outreach and advocacy, management, and professional, ethical, and legal responsibilities.

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
12	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
3	S581 Archives and Records Management	
3	S582 Digital Preservation	
3	S584 Archival Arrangement and Description	
3	S585 Archival Appraisal and Management	
3	S586 Archival Intelligence	
3	S605 Internship in Library and Information Science*	
18	TOTAL CREDITS FOR SECTION	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S511 Database Design	
3	S525 Government Information	
3	S583 Data Curation and Management	
3	S591 Grant Writing	
3	S604 Topics in Library and Information Science Available topics include: <ul style="list-style-type: none"> • Tools for Digital Preservation • Social Issues in Archives 	
3	S621 Audio and Video Sources	
3	S623 Genealogy and Local History	
3	S634 Metadata	
3	S651 Digital Collections	
3	S685 Electronic Records Management	
3	S686 Web Archiving and Preservation	
9	MINIMUM TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

*Students without sufficient work experience in archives are required to complete 3 credit hours as an archives internship to gain the Archives Management Specialization. Sufficient experience is defined as 3 months full-time or 6 months part-time work in an archives under the supervision of a professional archivist, although there is variation in what may be considered sufficient experience. Dual-degree Public History students are advised to discuss requirements with their advisor. Final determination of whether an internship is required is determined by the student's advisor.

Digital Curation (Begun Before Fall 2022)

Digital curation focuses on processing, managing, and preserving digital data throughout its lifecycle. With rapid changes in technologies impacting the nature of information creation, it is critical to keep pace with these changes to accommodate the increased volume of digital data, new ways of using and reusing such data, new tools, and the continuum of people managing digital information in an array of organizational settings. Digital curation is in demand across many sectors, from scientific research to business, government, health care, and cultural institutions. Some courses may have limited scheduling. It is essential for student to keep track of offerings and plan in advance to graduate on time.

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S581 Archives and Records Management	
<i>Metadata requirement: Choose at minimum one of the courses below</i>		
3	S634 Metadata	
	S584 Archival Arrangement and Description	
<i>Technical requirement: Choose at minimum one of the courses below</i>		
3	S511 Database Design	
	S512 Information Systems Design	
	S517 Web Programming	
15	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
3	S555 Digital Services Management	
3	S582 Digital Preservation	
3	S583 Data Curation and Management	
3	S651 Digital Collections	
12	TOTAL CREDITS FOR SECTION	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S506 Introduction to Research	
3	S604 Topics in Library and Information Science Available topics include: <ul style="list-style-type: none"> • Tools for Digital Preservation • Community and Data 	
	S541 Information Policy	
3	S591 Grant Writing	
3	S656 Scholarly Communication	
3	S685 Electronic Records Management	
3	S686 Web Archiving and Preservation	
<i>Electives from other departments/schools (mostly on campus)</i>		
3	H515 Data Analytics	
3	H516 Applied Cloud Computing	
3	H517 Visualization Design, Analysis, and Evaluation	
12	MINIMUM TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

Public Librarianship/Adult Services (Begun Before Fall 2022)

Public librarians are often able to serve in many different capacities in their careers, in different roles, especially in smaller libraries. If you have technical talent and wish to be involved with webpage or website issues, consider S532 Information Architecture. To understand how a library's ILS (Integrated library System) works, consider S554 Library systems. If you wish to contribute to the organization of digital resources, consider S634 Metadata and/or S651 Digital Collections. Consider the size and location of your preferred public library to help guide you to a better choice of electives.

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
3	S553 Public Library Management	
<i>Choose one of the two courses below</i>		
3	S505 Evaluation of Information Sources and Services	
	S506 Introduction to Research	
18	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
<i>Choose two of the four courses below</i>		
3	S524 Adult Reader's Advisory	
3	S575 Public Library Services	
3	S530 Makerspaces as Learning Environments	
3	S604 Community and Data	

6	TOTAL CREDITS FOR SECTION	
RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S511 Database Design	
3	S532 Information Architecture for the Web	
3	S533 Online Searching	
3	S541 Information Policy	
3	S550 Perspectives on the Information Profession	
3	S554 Library Systems	
3	S557 Marketing for Libraries	
3	S571 Materials for Youth	
3	S572 Youth Services	
3	S621 Audio and Video Resources	
3	S622 Resources and Services for People with Disabilities	
3	S634 Metadata	
3	S651 Digital Collections	
<i>Open Electives</i>		
15	MINIMUM TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

School Librarianship (Begun Before Fall 2022)

This specialization checklist is only applicable to those who already have a valid Indiana teaching license. Those pursuing a career in school librarianship and do not already have a license need to speak with the School Library coordinator, Kym Kramer (kakramer@indiana.edu).

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S603 Workshop in Cataloging for School Librarians	
3	S671 School Media	
<i>Choose one of the two courses below</i>		
3	S505 Evaluation of Information Sources and Services	
	S506 Introduction to Research	
18	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
3	S571 Materials for Youth	
3	S574 Information Instruction	
3	S605 Internship in Library and Information Science <i>Student must complete this course in a school library or youth services department of a public library unless waived in writing or email by advisor and submitted to DLIS office for the student academic record</i>	
9	TOTAL CREDITS FOR SECTION	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S530 Makerspaces as Learning Environments	
3	S532 Information Architecture for the Web	
3	S533 Online Searching	
3	S541 Information Policy	
3	S557 Marketing for Libraries	
3	S621 Audio and Video Resources	
3	S622 Resources and Services for People with Disabilities	
3	S640 Seminar on Intellectual Freedom	
3	S672 Seminar on Literature for Youth	
12	MINIMUM TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

Technical Services (Begun Before Fall 2022)

"Technical Services" does not mean "Technology." All information professions use technology. "Technical Services" is a contrast with "Public Services" which is patron-facing. Technical Services professionals design and manage the infrastructures of information organization. Students should take courses that complement their own pre-professional experience. Explore the website of the ALA's Association for Library Collections and Technical Services to find out what is current and urgent in this area.

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
<i>Choose one of the two courses below</i>		
3	S505 Evaluation of Information Sources and Services	
	S506 Introduction to Research	
<i>Choose one of the three courses below</i>		
3	S552 Academic Library Management	
	S553 Public Library Management	
	S555 Digital Services Management	
18	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
<i>Choose two of the five courses below</i>		

3	S504 Cataloging	
3	S554 Library Systems	
3	S631 Advanced Cataloging	
3	S632 Advanced Resource Management	
3	S651 Digital Collections	
6	TOTAL CREDITS FOR SECTION	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S511 Database Design	
3	S532 Information Architecture for the Web	
3	S533 Online Searching	
3	S541 Information Policy	
3	S581 Archives and Record Management	
3	S582 Digital Preservation	
3	S621 Audio and Video Sources	
3	S622 Resources and Services for People with Disabilities	
3	S634 Metadata	
15	MINIMUM CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

Youth Services (Begun Before Fall 2022)

FOUNDATIONS		
Credits	Course	✓
3	S500 Methods and Tools for the Information Profession	
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
<i>Choose one of the three courses below</i>		
3	S551 Library Management	
	S553 Public Library Management	
	S671 School Media	
<i>Choose one of the two courses below</i>		
3	S505 Evaluation of Information Sources and Services	
	S506 Introduction to Research	
18	TOTAL CREDITS FOR SECTION	

SPECIALIZATION CORE		
Credits	Course	✓
<i>Choose three of the four courses below</i>		
3	S530 Makerspaces as Learning Environments	
3	S571 Materials for Youth	
3	S572 Youth Services	
3	S672 Seminar on Literature for Youth	
9	TOTAL CREDITS FOR SECTION	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
Credits	Course	✓
3	S532 Information Architecture for the Web	
3	S541 Information Policy	
3	S557 Marketing for Libraries	
3	S575 Public Library Services	
3	S604 Topics in Library and Information Science	
3	S621 Audio and Video Sources	
3	S622 Resources and Services for Persons with Disabilities	
3	S640 Seminar on Intellectual Freedom	
12	MINIMUM TOTAL CREDITS FOR SECTION	
39	TOTAL CREDITS FOR DEGREE	

Facilitated Learning (Begun Before Fall 2022)

The Facilitated Learning Specialization addresses the emergence of professional library positions that have an emphasis on designing and facilitating learning experiences. It combines traditional aspects of librarianship with theories, methods, and practices related to learning design, technology, and management to prepare graduates for leadership positions in facilitated learning. **Note:** This specialization does not provide certifications for careers in school librarianship.

FOUNDATION			
Credits		Course	✓
3	S500	Methods and Tools for the Information Profession	
3	S501	Information Sources and Services	
3	S502	Acquisitions and Management of Knowledge and Information	
<i>Choose one of the two courses below</i>			
3	S505	Evaluation of Information Sources and Services	
	S506	Introduction to Research	
<i>Choose one of the four courses below</i>			
3	S551	Library Management	
	S552	Academic Library Management	
	S553	Public Library Management	
	S555	Digital Services Management	
15	TOTAL CREDITS FOR SECTION		

SPECIALIZATION CORE			
3	S574	Information Instruction <i>This course will be waived for students with valid teaching license</i>	
3	S577	Design for Informal Learning Environments <i>Currently listed as S604</i>	
3	S578	Facilitating Learning with Technology <i>Currently listed as S604</i>	
3-6	S605	Internship <i>Highly recommended for students without prior teaching or facilitation experience</i>	

9-15	TOTAL CREDITS FOR SECTION
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RECOMMENDED (not required) SPECIALIZATION ELECTIVES			
Credits		Course	✓
3	S503	Organization and Representation of Knowledge and Information	
3	S530	Makerspaces as Learning Environments	
3	S604	Topics in Library and Information Science (Inquiry and Innovation)	
3	S604	Topics in Library and Information Science Information Literacy	
3	S604	Topics in Library and Information Science (Community Engagement and Collaborative Partnerships)	
3	S604	Topics in Library and Information Science (Family Engagement in Libraries)	
3	S604	Topics in Library and Information Science (Community and Data)	
3	S572	Youth Services	
3	S621	Audio and Video Sources	
3	S592	Grant Writing	
3	S557	Marketing for Libraries	
3	S671	School Media	
9	MINIMUM TOTAL CREDITS FOR SECTION		
39	TOTAL CREDITS FOR DEGREE		

Revised Specialization Checklists Starting Fall 2022

Generalist Specialization

The most important steps you can take in designing a generalist course of study is to keep in contact with your advisor and to spend time observing in various library types and situations. When choosing courses, consider your own academic background (undergraduate major, graduate degree), your work history, and your personal goals.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
9	TOTAL	

SPECIALIZATION CORE: evaluation/research (choose one)		
3	S505 Evaluation of Information Sources and Services	
3	S506 Introduction to Research	
3	TOTAL	

SPECIALIZATION CORE: management (choose one)		
3	S552 Academic Library Management	
3	S553 Public Library Management	
3	S555 Digital Services Management	
3	TOTAL	

Open Electives		
18	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

Academic Librarianship

Academic librarians will find both S505 Evaluation and S506 Intro to Research useful for their careers. If you have no academic library experience, consider an internship in which you can experience student instruction; plan this for a fall or spring semester after you have completed 18 credits.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE for all		
3	S503 Organization and Representation of Knowledge and Information	
3	S506 Introduction to Research	
3	S533 Online Searching	
3	S552 Academic Library Management	
3	S573 Education of Information Users	
15	TOTAL	

ELECTIVES (use tracks or select your own)		
18	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

RECOMMENDED TRACKS (elective groupings)

Work with advisor to determine which groupings and classes within groupings fit your needs

User-Centered Design of Information, Technology Services		
3	S511 Database Design	
3	S517 Web Programming	
3	S531 Information Structures for the Web	
3	S532 Information Architecture	

Information Seeking, Instruction, and Use		
3	S505 Evaluation of Information Sources and Services	
3	S520 Information Seeking and Use	
3	S530 Makerspaces as Learning Environments	
3	S531 Information Structures for the Web	
3	S532 Information Architecture	
3	S541 Information Policy	
3	S578 Facilitating Learning with Technology	

Information Management / Collections		
3	S541 Information Policy	

3	S554 Library Systems	
3	S583 Data Curation and Management	
3	S634 Metadata	
3	S651 Digital Collections	
3	S656 Scholarly Communication	
3	S686 Web Archiving and Preservation	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES for all subtracks		
3	S521 Humanities Information	
3	S522 Social Science Information	
3	S523 Science and Technology Information	
3	S526 Business Information	
3	S530 Makerspaces as Learning Environments	
3	S541 Information Policy	
3	S554 Library Systems	
3	S580 History of Libraries	
3	S583 Data Curation and Management	
3	S621 Audio and Video Sources	
3	S622 Resources and Services for People with Disabilities	
3	S634 Metadata	
3	S640 Seminar on Intellectual Freedom	
3	S651 Digital Collections	
3	S654 Law Librarianship	
3	S681 The Book 1450 to Present	

Archives Management

The Archives Management Specialization covers all aspects of the archival profession and functions, including theoretical foundations, appraisal and acquisition, arrangement and description, reference services and access, preservation, outreach and advocacy, management, and professional, ethical, and legal responsibilities.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S503 Organization and Representation of Knowledge and Information	
3	S581 Archives and Records Management	
3	S582 Digital Preservation	
3	S584 Archival Arrangement and Description	
3	S585 Archival Appraisal and Management	
3	S586 Archival Intelligence	
3	S605 Internship in Library and Information Science*	
21	TOTAL	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S511 Database Design	
3	S525 Government Information	
3	S580 History of Libraries	
3	S583 Data Curation and Management	
3	S591 Grant Writing	
3	S604 Topics in Library and Information Science Available topics include: •Tools for Digital Preservation •Social Issues in Archives	
3	S621 Audio and Video Sources	
3	S623 Genealogy and Local History	
3	S634 Metadata	
3	S651 Digital Collections	
3	S681 The Book 1450 to Present	
3	S685 Electronic Records Management	
3	S686 Web Archiving and Preservation	
12	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

*Students without sufficient work experience in archives are required to complete 3 credit hours as an archives internship to gain the Archives Management Specialization. Sufficient experience is defined as 3 months full-time or 6 months part-time work in an archives under the supervision of a professional archivist, although there is variation in what may be considered sufficient experience. Dual-degree Public History students are advised to discuss requirements with their advisor. Final determination of whether an internship is required is determined by the student's advisor.

Digital Curation

Digital curation focuses on processing, managing, and preserving digital data throughout its lifecycle. With rapid changes in technologies impacting the nature of information creation, it is critical to keep pace with these changes to accommodate the increased volume of digital data, new ways of using and reusing such data, new tools, and the continuum of people managing digital information in an array of organizational settings. Digital curation is in demand across many sectors, from scientific research to business, government, health care, and cultural institutions. Some courses may have limited scheduling. It is essential for student to keep track of offerings and plan in advance to graduate on time.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S503 Organization and Representation of Knowledge and Information	
3	S555 Digital Services Management	
3	S581 Archives and Records Management	
3	S582 Digital Preservation	
3	S583 Data Curation and Management	
3	S651 Digital Collections	
18	TOTAL	

SPECIALIZATION CORE: metadata (choose one at minimum)		
3	S584 Archival Arrangement and Description	
3	S634 Metadata	
3	TOTAL	

SPECIALIZATION CORE: technical (choose one at minimum)		
3	S511 Database Design	
3	S517 Web Programming	
3	S531 Information Structures for the Web (pre-req for 517)	
3	S532 Information Architecture for the Web	
3	TOTAL	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S506 Introduction to Research	
3	S541 Information Policy	
3	S591 Grant Writing	
3	S604 Topics in Library and Information Science Available topics include: •Tools for Digital Preservation •Community and Data	
3	S656 Scholarly Communication	
3	S685 Electronic Records Management	
3	S686 Web Archiving and Preservation	
9	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

Public Library/Adult Services

Public librarians are often able to serve in many different capacities in their careers, in different roles, especially in smaller libraries. If you have technical talent and wish to be involved with webpage or website issues, consider S532 Information Architecture. To understand how a library's ILS (Integrated library System) works, consider S554 Library systems. If you wish to contribute to the organization of digital resources, consider S634 Metadata and/or S651 Digital Collections. Consider the size and location of your preferred public library to help guide you to a better choice of electives.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S553 Public Library Management	
9	TOTAL	

SPECIALIZATION CORE: evaluation/research (choose one)		
3	S505 Evaluation of Information Sources and Services	
3	S506 Introduction to Research	
3	TOTAL	

SPECIALIZATION CORE: (Choose three)		
3	S524 Adult Reader's Advisory	
3	S530 Makerspaces as Learning Environments	
3	S575 Public Library Services	
3	S577 Designing for Informal Learning Environments	
3	S604 Community and Data	
9	TOTAL	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S504 Cataloging (for students working in small and rural libraries)	
3	S521 Humanities Information	
3	S522 Social Science Information	
3	S523 Science and Technology Information	
3	S526 Business Information	
3	S531 Information Structures for the Web	
3	S532 Information Architecture for the Web	
3	S533 Online Searching	
3	S541 Information Policy	
3	S550 Perspectives on the Information Profession	
3	S554 Library Systems	
3	S557 Marketing for Libraries	
3	S571 Materials for Youth	
3	S572 Youth Services	
3	S580 History of Libraries	

3	S591 Grant Writing	
3	S621 Audio and Video Resources	
3	S622 Resources and Services for People with Disabilities	
3	S634 Metadata	
3	S651 Digital Collections	
3	S654 Law Librarianship	
3	S681 The Book 1450 to Present	
12	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

School Librarianship

This specialization checklist is only applicable to those who already have a valid Indiana teaching license. Those pursuing a career in school librarianship and do not already have a license need to speak with the School Library coordinator, Kym Kramer (kakramer@indiana.edu).

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S505 Evaluation of Information Sources and Services or S506 Intro to Research	
1	S603 Workshop in Cataloging for School Librarians	
3	S671 School Media	
13	TOTAL	

SPECIALIZATION CORE: practice (choose all that apply)		
3	S571 Materials for Youth	
3	S574 Information Instruction (not required for certified teachers)	
3	S577 Designing for Informal Learning Environments	
3	S604 Inquiry and Innovation	
3	S605 Internship in Library and Information Science (Required in a school library with a certified school librarian as a first field placement experience for students who are not certified teachers)	
V	TOTAL – between 6 and 12 credits depending on student status	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S530 Makerspaces as Learning Environments	
3	S533 Online Searching (helpful for students going toward high school SLMS but is not as useful for those focused in other levels)	
3	S557 Marketing for Libraries	
3	S578 Facilitating Learning with Technology	
3	S591 Grant Writing	
3	S604 Family Engagement in Libraries	
3	S621 Audio and Video Resources	
3	S622 Resources and Services for People with Disabilities	
3	S640 Seminar on Intellectual Freedom	
3	S672 Seminar on Literature for Youth	
V	TOTAL – between 9 and 12 credits depending on student status	
39	TOTAL CREDITS FOR DEGREE	

Technical Services

"Technical Services" is a contrast with "Public Services" which is patron-facing. Technical Services professionals design and manage the infrastructures of information organizations. Students should take courses that complement their own pre-professional experience and explore the [ALA Core website \(ala.org/core\)](http://ala.org/core) to find out what is current in this area.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S503 Organization and Representation of Knowledge and Information	
9	TOTAL	

SPECIALIZATION CORE: evaluation/research (choose one)		
3	S505 Evaluation of Information Sources and Services	
3	S506 Introduction to Research	
3	TOTAL	

SPECIALIZATION CORE: management (choose one)		
3	S552 Academic Library Management	
3	S553 Public Library Management	
3	S555 Digital Services Management	
3	TOTAL	

SPECIALIZATION CORE: information organization (choose three)		
3	S504 Cataloging	
3	S554 Library Systems	
3	S631 Advanced Cataloging	
3	S634 Metadata	
3	S651 Digital Collections	
9	TOTAL	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S511 Database Design	
3	S531 Information Structures for the Web	
3	S532 Information Architecture for the Web	
3	S533 Online Searching	
3	S541 Information Policy	
3	S580 History of Libraries	
3	S581 Archives and Record Management	
3	S582 Digital Preservation	
3	S621 Audio and Video Sources	
3	S622 Resources and Services for People with Disabilities	
3	S654 The Book 1450 to Present	
9	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

Youth Services

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
3	S571 Materials for Youth	
3	S572 Youth Services	
12	TOTAL	

SPECIALIZATION CORE: evaluation/research (choose one)		
3	S505 Evaluation of Information Sources and Services	
3	S506 Introduction to Research	
3	TOTAL	

SPECIALIZATION CORE: management (choose one)		
3	S555 Digital Services Management	
3	S553 Public Library Management	
3	TOTAL	

SPECIALIZATION CORE: practice (Choose two)		
3	S530 Makerspaces as Learning Environments	
3	S577 Designing for Informal Learning Environments	
3	S578 Facilitating Learning with Technology -- Currently listed as S604	
3	S604 Families and Libraries	
3	S604 Inquiry and Innovation	
3	S672 Seminar on Literature for Youth	
6	TOTAL	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S504 Cataloging (for students likely to work in small and rural libraries)	
3	S557 Marketing for Libraries	
3	S575 Public Library Services	
3	S580 History of Libraries	
3	S604 Topics in Library and Information Science	
3	S621 Audio and Video Sources	
3	S622 Resources and Services for Persons with Disabilities	
3	S640 Seminar on Intellectual Freedom	
3	S654 The Book 1450 to Present	
9	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

Facilitated Learning

The Facilitated Learning Specialization addresses the emergence of professional library positions that have an emphasis on designing and facilitating learning experiences. It combines traditional aspects of librarianship with theories, methods, and practices related to learning design, technology, and management to prepare graduates for leadership positions in facilitated learning. **Note:** This specialization does not provide certifications for careers in school librarianship.

FOUNDATION		
3	S500 Methods for the Information Professions	
3	S507 Tools and Technologies for the Information Professions	
6	TOTAL	

SPECIALIZATION CORE		
3	S501 Information Sources and Services	
3	S502 Acquisitions and Management of Knowledge and Information	
6	TOTAL	

SPECIALIZATION CORE: evaluation/research (choose one)		
3	S505 Evaluation of Information Sources and Services	
3	S506 Introduction to Research	
3	TOTAL	

SPECIALIZATION CORE: management (choose one)		
3	S552 Academic Library Management	
3	S553 Public Library Management	
3	S555 Digital Services Management	
3	S671 School Media	
3	TOTAL	

SPECIALIZATION CORE: practice (choose three)		
3	S573 Education of Information Users (academic library interest)	
3	S574 Information Instruction -- waived for students with valid teaching license	
3	S577 Design for Informal Learning Environments	
3	S578 Facilitating Learning with Technology	
3	S605 Internship—Highly recommended for students w/o prior teaching or facilitation experience	
9	TOTAL	

RECOMMENDED (not required) SPECIALIZATION ELECTIVES		
3	S503 Organization and Representation of Knowledge and Information	
3	S530 Makerspaces as Learning Environments	
3	S557 Marketing for Libraries	
3	S571 Materials for Youth	
3	S572 Youth Services	
3	S575 Public Library Services	
3	S591 Grant Writing	
3	S603 <ul style="list-style-type: none"> • Plug, Play, Personalize (1 credit) • Social Media Practices (1 credit) 	

3	S604 Topics in Library and Information Science <ul style="list-style-type: none"> • Inquiry and Innovation • Information Literacy • Community Engagement and Collaborative Partnerships • Family Engagement in Libraries • Community and Data 	
3	S621 Audio and Video Sources	
3	S671 School Media	
12	TOTAL	
39	TOTAL CREDITS FOR DEGREE	

Certificates

The Department of Library and Information Science offers two certificates, which may also be completed fully online. Certificates must be completed in 3 years.

Archives Management Certificate

The certificate in archives management is intended for working professionals who would like to specialize in archives; professionals changing careers within the LIS field; and students from relevant fields (e.g., history and museum studies).

- The certificate requires a total of 18 credit hours. The LIS-S 507 foundations course is not required.
 - Non-LIS graduate students, those without a MLS or MLIS, are required to take LIS-S 500 Methods and Tools for the Information Profession in *addition* to the below courses.

Students currently pursuing the 39 credit hour MLIS should use the relevant specialization chart.

CERTIFICATE CORE		
3	S581 Archives and Records Management	
3	S582 Digital Preservation	
3	S584 Archival Arrangement and Description	
3	S585 Archival Appraisal and Management	
12	TOTAL	

CERTIFICATE ELECTIVES (select two electives from the suggested list)		
3	S583 Data Curation and Management	
3	S586 Archival Intelligence	
3	S591 Grant Writing	
3	S605 Internship in Library and Information Science	
3	S623 Genealogy and Local History	
3	S685 Electronic Records Management	
3	S686 Web Archiving and Preservation	
6	TOTAL	
18	TOTAL CREDITS FOR CERTIFICATE	

School Library Certificate

The School Library Certificate is for **certified teachers** interested in adding to their license. The core learning concepts for the certificate include: collaborative instruction, design, delivery, and assessment, integrated technology, student inquiry, 21st Century skills and processes, collection development, library program administration, basic resources and ILS management, PK-12 youth literature, and advocacy and leadership.

REQUIRED CERTIFICATE COURSES		
3	S502 Acquisitions and Management of Knowledge and Information	
3	S571 Materials for Youth OR S672 Seminar on Literature for Youth	
1	S603 Workshop in Cataloging for School Librarians	
3	S604 Inquiry and Innovation	
3	S671 School Media	
13	TOTAL	
CERTIFICATE ELECTIVES (select ONE elective from the suggested list)		
3	S557 Marketing for Libraries	
3	S571 Materials for Youth	
3	S573 Education of Information Users	
3	S591 Grant Writing	
3	S603 Workshop in Library and Information Science (1-3 credits each)	
3	S621 Audio and Video Sources	
3	S640 Seminar in Intellectual Freedom	
3	S672 Seminar on Literature for Youth	
3	TOTAL	
16	TOTAL CREDITS FOR CERTIFICATE	