



Bachelor of Library and Information Science
Faculty of Adab and Humanities
Islamic State University Syarif Hidayatullah Jakarta

MODULE HANDBOOK

Module Name	Information Service
Module Level	Undergraduate
Abbreviation, if applicable	-
Sub-heading, if applicable	-
Code	FAH 6025128
Subtitle, if applicable	-
Courses, if applicable	-
Semester/term	7 th
Module Coordinator(s)	Parhan Hidayat, S.S., M.Hum
Lecturer(s)	Parhan Hidayat, S.S., M.Hum
Language	Bahasa Indonesia
Relation to Curriculum	Compulsory Course
Teaching Methods	Lecture, classroom discussion, and p
Workloads	1 SKS equivalent to: In Class Lectures: 50 minutes per week Independent Assignment: 60 minutes per week Structured Assignment: 60 minutes per week
Credit Point	2 SKS or 3 ECTS
Required and recommended prerequisites for joining the module	-
Module objectives/intended learning outcomes	1. Internalize academic values, norms, and ethics (S8) 2. Mastering the rules, principles in personal skills across functions, audiences, and cultures (P 5) 3. Able to apply logical, critical, systematic, and innovative thinking in the context of developing or implementing science and technology that pays attention to and applies humanities values in accordance with their field of expertise (KU 1) 4. Able to conduct theoretical and applied studies in the fields of librarianship, archives, and other information sources that solve problems using scientific methods (KK 6)
Content	1. Philosophy of Prophetic Librarianship, Professional Ethics and Librarian Competencies 2. Basic Principles of Service

	3. Philosophy of Library/Information Services 4. Work Spirituality 5. Documentary sources of information; print and non-print: categories: primary, secondary and tertiary. Reference Services: Need, Types (orientation Ready & Long range reference services) Qualities of Reference Librarian. 6. Layanan dan Produk Informasi : Layanan Peringatan, Layanan Bibliografi. 7. Pengiriman Dokumen, Layanan Online, Layanan Terjemahan, Layanan Reprografi. 8. Sumber Referensi dan Evaluasinya : Ensiklopedia, Kamus. 9. Sumber-sumber referensi dan Evaluasinya: Direktori, Sumber Geografis. 10. Sumber-sumber Bibliografi: Jenis dan Pentingnya, Studi perbandingan INB dan BNB. 11. Layanan Pengindeksan dan Pengabstrakan, Kebutuhan dan pentingnya. 12. Sarana dan Prasarana Perpustakaan, Tata Ruang Perpustakaan 13. Ruang sosial Perpustakaan dan Jejaring Perpustakaan
Examination forms	Essay, Practicum
Study and examination requirements	The final mark will be weighted as follows: 1 Final Examination 40% 2 Mid-Term Examination 30% 3 Class Activities: Quiz, Homework, etc. 30%
Media employed	Board, LCD Projector, Laptop/Computer
Reading list	Utama: Gupta, D. K., Koontz, C., Massisimo, A., & Savard, R. (Eds.). (2006). <i>Marketing Library and Information Services: International Perspectives</i>. Walter de Gruyter – K. G. Saur. https://doi.org/10.1515/9783598440199 Lovely Professional University, (2013). <i>Information Sources And Services</i>. Excel Books Private Limited

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