



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

MODULE HANDBOOK

Module Name	Library Internship (Praktek Kerja Perpustakaan / PKL)
Module Level	Undergraduate
Abbreviation, if applicable	-
Sub-heading, if applicable	-
Code	FAH 6025131
Subtitle, if applicable	-
Courses, if applicable	-
Semester/term	6 th
Module Coordinator(s)	Siti Maryam, M.Hum
Lecturer(s)	Siti Maryam, S.Ag, S.S., M.Hum. Nuryudi, S.Ag, SS, MLIS
Language	Bahasa Indonesia
Relation to Curriculum	Compulsory Course
Teaching Methods	Carrying out work practice in information institutions: libraries, archives, museums, etc.
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	Have passed all courses in the semester of 1-5 (102 SKS)
Module objectives/intended learning outcomes	1. Internalize academic values, norms, and ethics (S 8) 2. Demonstrate an attitude of responsibility for work in their field of expertise independently (S9) 3. Internalise the spirit of independence, struggle, and entrepreneurship (S10) 4. Mastering theoretical concepts in the management of information resources that include needs analysis, collection development policies, procurement and selection, cataloguing, e-resources, and preservation. (P2) 5. Mastering theoretical concepts, methods, and tools for analysing management functions (planning, implementation, monitoring, evaluation, and control) in libraries, archives and other information institutions (P4) 6. 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; (KU1)

	7. Able to maintain and develop networks with mentors, colleagues, peers both inside and outside the institution (KU6) 8. Able to be responsible for the achievement of group work results and to supervise and evaluate the completion of work assigned to workers under his/her responsibility (KU7) 9. Able to conduct a self-evaluation process of the work group under his/her responsibility, and able to manage learning independently (KU8) 10. Able to manage information sources by using information source management methods based on analysis of the functions of libraries, archives, and other information institutions (KK2) 11. Able to manage libraries, archives as information institutions based on the principles of managing information institutions (KK4) 12. Able to apply and develop personal skills across functions, audiences, and cultures (KK5)
Content	1. One-month work placement at an information institution (library, archives, museum, etc.) 2. Guidance on the Implementation of PKL 3. Guidance on report preparation
Examination forms	Seminar (Presentation) PKL Report
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	LCD Projector, Laptop/Computer
Reading list	- PGuidelines for Field Work Practice of Library Science Study Programme - Reference sources relevant to the theme/topic of the report

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