

Abstract, Index and Thesaurus						
Module course code LM311		Student workload 3 x 50 minutes	Credits 3	Semester 5	Frequency Every odd semester	Duration 1 semester
1	Type of course a) Theory		Contact hours 14x @ 150 minutes	Independent study 120 minutes	Class size 46 student	
2	Prerequisites for participation (if applicable) -					
3	Learning Outcome - Mastering Library and Information Theories, Communication Theories, and Theories of Other Sciences Relevant to the Development of Libraries, Information, Archives, Documentation and Museums; - Able to integrate learning and innovation skills, mastery of technology and information, career development, and life skills to become lifelong learners; - Able to design, use and design ICT applications in the operationalization of libraries, information, documentation, archives and museums.					
4	Subject aims/Content - Understand how to create an article index, author index, and periodical index - Describe abstract types and functions - Understand the methods in making abstracts - Understand the uses and benefits of abstracts and indexes Linking subject, abstract and thesaurus indexing to information retrieval					
5	Teaching methods Encounter 1 - Understand the objectives, scope, lecture procedures, explanation of assignments, exams to be followed, types of questions and source - Lecture - Discussion					
	Encounter 2 - Understand the scope of abstracting and indexing - Lecture - Discussion					
	Encounter 3 - Understand the aspects related to determining the subject heading - Lecture - Discussion					
	Encounter 4 - Understand the aspects related to index creation and subject indexing - Lecture - Discussion					

	Encounter 5 - Understand how to create an article index, author index, and periodical index - Lecture - Discussion
	Encounter 6 - Understand how to create an article index, author index, and periodical index - Lecture - Discussion
	Encounter 7 - Knowing abstract types and functions - Lecture - Discussion
	Encounter 8 MIDTERM EXAM
	Encounter 9 - Understand the methods in making abstracts - Lecture - Discussion - Practice
	Encounter 10 - Understand the uses and benefits of abstracts and indexes - Case Method - Practice
	Encounter 11 - Understand the uses and benefits of abstracts and indexes - Case Method - Practice
	Encounter 12 - Understand how to create an article index, author index, and periodical index - Case Method - Practice
	Encounter 13 - Understand the concept and understanding of the thesaurus - Observation
	Encounter 14 - Understand the relationship descriptor in the thesaurus - Presentation - Discussion
	Encounter 15 - The relationship between subject, abstract and thesaurus indexing in information retrieval - Presentation - Discussion

	Encounter 16 - Final Examination
6	Assessment methods Encounter 1 - Paper / - report - & Discussion
	Encounter 2 - Paper / - Report - & Discussion
	Encounter 3 - Paper / - Report - & Discussion
	Encounter 4 - Paper / - Report - & Discussion
	Encounter 5 - Paper / - Report - & Discussion
	Encounter 6 - Paper / - Report - & Discussion
	Encounter 7 - Paper / - Report - & Discussion
	MIDTERM EXAM
	Encounter 9 - Paper / - Report - & Discussion
	Encounter 10 - Paper / - Report - Discussion - Case Method
	Encounter 11 - Paper / - Report - Discussion

	- Case Method
	Encounter 12 - Paper / - Report - Discussion - Case Method
	Encounter 13 - Paper / - Report - Discussion - Case Method
	Encounter 14 - Paper / - Report - Discussion - Case Method
	Encounter 15 - Paper / - Report - Discussion - Case Method
	Encounter 16 Final Exam
7	Responsibility for module/course 1. Susanti Agustina, M.I.Kom.
9	Other information 1. Aminu, M. U., & Shittu, Musa Abubakar, M. M. (2014). <i>An Assessment of Indexing and Abstracting Services: A Case of Nuhu Bamalli Polytechnic Library, Zaria Nigeria</i>. LAP LAMBERT Academic Publishing. 2. Asri Meina. (2020 December 12). <i>Abstrak dan Indeks</i>. [Video] https://www.youtube.com/watch?v=KVS4eNOjAak&ab_channel=AsriMeina 3. Balakrishnan, S. & P.K. Paliwal (Ed.). (2001). <i>Library Indexing And Abstracting</i>. New Delhi: Anmolpublication PVT.LTD. 4. Brian, C. O. (1996). <i>Explorations in Indexing and Abstracting: Pointing, Virtue, and Power</i>. Libraries Unlimited. 5. Brunt, R. M. (2007). An indexing needle in an intelligence haystack. <i>Journal of Librarianship and Information Science</i>, 39(2), 92–98. doi:10.1177/0961000607077577 6. Cleveland, D.D. (2001). <i>Introduction To Indexing And Abstracting</i>. Colorado: Libraries Limited A`Division of Greenwood Publishing Group. 7. Departemen Koperasi Indonesia. (1971). <i>Cooperative educational abstracting services</i>. International Bureau of Education.

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