Tamkang University Academic Year 106, 2nd Semester Course Syllabus

Course Title	ENGLISH FOR LIBRARY AND INFORMATION PROFESSIONALS	Instructor	MIN-CHUN KU
Course Class	TABXB3P DEPARTMENT OF INFORMATION AND LIBRARY SCIENCE, 3P	Details	◆ Selective ◆ One Semester ◆ 2 Credits

Departmental Aim of Education
Our mission is to educate and train library and information professionals.

Departmental core competences

A. To understand concepts relating to library and information science and to grasp the relevant trends.

B. To acquire professional abilities to develop, organize, preserve and integrate all sorts of information resources.

C. To understand concepts relating to information technology and systems, and be able to put them in use.

D. To acquire communication and coordination skills required for the information services.

E. To acquire management skills required by different types of libraries and information organizations.

F. To acquire professional skills to manage electronic documents and archives.

G. To acquire integration ability of library services and traditional publishing.

H. To acquire integration ability of library services and digital publishing.

Course Introduction	English proficiency is critical to successful career. Librarians and information professionals cope with English resources and communicate with foreign publishers in their work practices. It is also important to keep updated with the latest trends at the international level. This course aims at enhancing students' English proficiency, including: listening, speaking, reading, and writing. It will introduce important terminology used in library and information science. It will also provide important documents and tools used in different sub-areas. Students will have opportunities to practice.

The Relevance among Teaching Objectives, Objective Levels and Departmental core competences

I.Objective Levels (select applicable ones) :
 (i) Cognitive Domain   : C1-Remembering,   C2-Understanding,   C3-Applying,
                           C4-Analyzing,   C5-Evaluating,   C6-Creating
 (ii) Psychomotor Domain : P1-Imitation,   P2-Mechanism,   P3-Independent Operation,
                           P4-Linked Operation, P5-Automation,   P6-Origination
 (iii) Affective Domain : A1-Receiving,   A2-Responding,   A3-Valuing,
                           A4-Organizing,   A5-Charaterizing,   A6-Implementing

II.The Relevance among Teaching Objectives, Objective Levels and Departmental core competences :
 (i) Determine the objective level(s) in any one of the three learning domains (cognitive,
     psychomotor, and affective) corresponding to the teaching objective. Each objective should
     correspond to the objective level(s) of ONLY ONE of the three domains.
 (ii) If more than one objective levels are applicable for each learning domain, select the
      highest one only. (For example, if the objective levels for Cognitive Domain include
      C3,C5,and C6, select C6 only and fill it in the boxes below. The same rule applies to
      Psychomotor Domain and Affective Domain.)
 (iii) Determine the Departmental core competences that correspond to each teaching objective.
       Each objective may correspond to one or more Departmental core competences at a time.
       (For example, if one objective corresponds to three Departmental core competences: A,AD,
       and BEF, list all of the three in the box.)

No.	Teaching Objectives	Relevance	
		Objective Levels	Departmental core competences
1	To develop the terminology used in library and information science and used them appropriately	C3	D
2	Be able to understand English documents in library and information science	C2	E

Teaching Objectives, Teaching Methods and Assessment

No.	Teaching Objectives	Teaching Methods	Assessment
1	To develop the terminology used in library and information science and used them appropriately	Lecture, Discussion	Practicum, Report
2	Be able to understand English documents in library and information science	Discussion, Practicum	Practicum, Report

This course has been designed to cultivate the following essential qualities in TKU students	
Essential Qualities of TKU Students	Description
◆ A global perspective	Helping students develop a broader perspective from which to understand international affairs and global development.
◇ Information literacy	Becoming adept at using information technology and learning the proper way to process information.
◆ A vision for the future	Understanding self-growth, social change, and technological development so as to gain the skills necessary to bring about one's future vision.
◇ Moral integrity	Learning how to interact with others, practicing empathy and caring for others, and constructing moral principles with which to solve ethical problems.
◆ Independent thinking	Encouraging students to keenly observe and seek out the source of their problems, and to think logically and critically.
◇ A cheerful attitude and healthy lifestyle	Raising an awareness of the fine balance between one's body and soul and the environment; helping students live a meaningful life.
◇ A spirit of teamwork and dedication	Improving one's ability to communicate and cooperate so as to integrate resources, collaborate with others, and solve problems.
◇ A sense of aesthetic appreciation	Equipping students with the ability to sense and appreciate aesthetic beauty, to express themselves clearly, and to enjoy the creative process.

Course Schedule

Week	Date	Subject/Topics	Note
1	107/02/26 ~ 107/03/04	Introduction to the course	
2	107/03/05 ~ 107/03/11	Students' English Introduction	
3	107/03/12 ~ 107/03/18	Commonly used Terminology in Library and Information Science - Part I	
4	107/03/19 ~ 107/03/25	Commonly used Terminology in Library and Information Science - Part II	
5	107/03/26 ~ 107/04/01	Developing English Resume - Part I	
6	107/04/02 ~ 107/04/08	Developing English Resume - Part II	
7	107/04/09 ~ 107/04/15	Writing Cover Letter - Part I	
8	107/04/16 ~ 107/04/22	Writing Cover Letter - Part II	
9	107/04/23 ~ 107/04/29	Listening in Libraries - Part I	
10	107/04/30 ~ 107/05/06	Midterm Exam Week	
11	107/05/07 ~ 107/05/13	Listening in Libraries - Part II	
12	107/05/14 ~ 107/05/20	Writing Practicum - Part I	

13	107/05/21~ 107/05/27	Writing Practicum - Part II	
14	107/05/28~ 107/06/03	Speaking in Libraries - Part I	
15	107/06/04~ 107/06/10	Speaking in Libraries - Part II	
16	107/06/11~ 107/06/17	Reading LIS Journal Articles - Part I	
17	107/06/18~ 107/06/24	Reading LIS Journal Articles - Part II	
18	107/06/25~ 107/07/01	Final Exam Week	

Requirement	
Teaching Facility	Computer
Textbook(s)	Self-created slides
Reference(s)	
Number of Assignment(s)	**12** (Filled in by assignment instructor only)
Grading Policy	◆ Attendance： 10.0 ％ ◆ Mark of Usual：90.0 ％ ◆ Midterm Exam： ％ ◆ Final Exam： ％ ◆ Other〈　〉： ％
Note	This syllabus may be uploaded at the website of Course Syllabus Management System at http://info.ais.tku.edu.tw/csp or through the link of Course Syllabus Upload posted on the home page of TKU Office of Academic Affairs at http://www.acad.tku.edu.tw/CS/main.php . ※ **Unauthorized photocopying is illegal. Using original textbooks is advised. It is a crime to improperly photocopy others' publications.**