

# LIBRARY AND INFORMATION TECHNOLOGY 2300

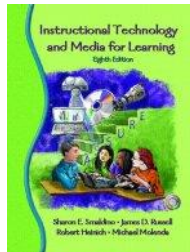
Multimedia Services and Equipment in Today's Library

**This is an information sheet only, not the course syllabus.**

## COURSE DESCRIPTION

Basic operation, evaluation, selection, and uses of media, hardware, and software. Emphasis on hands-on experience and creation of a media portfolio. Prerequisite: Library and Information Technology 1101 with a grade of C or better. (3 credit hours)

## COURSE MATERIALS



*Instructional Technology and Media for Learning*  
by Sharon Smaldino, et al. Prentice Hall, 9th ed. 2008.  
ISBN 0-13-239174-0

## COURSE OUTLINE/EVALUATION

Unit	Assignments	Points
Unit 1	Introduction Personal Introduction	5
Unit 2	Copyright Issues	20
Unit 3	Learn to Use PowerPoint	20
Unit 4	Get Ready for Distance Education	20
Unit 5	Put Your PowerPoint Skills to Work	20
Unit 6	Begin Your Media Portfolio	10
Unit 7	Create a Sample Chapter for Your Media Portfolio	10
	Equipment Day-SRC 2636 (Attendance Optional) 6-9pm	
Unit 8	WebQuests: Search, Use and Evaluate Information from the Internet	10
Unit 9	Video Production Techniques	20
Unit 10	Create a Video	10
Unit 11	Field Trips	10
Unit 12	Digital Photography	5
Unit 13	Digital Scanning	5
Unit 14	Special Needs & Final Assessment	5
Unit 15	Present Your Media Portfolio	70
	Total Points	240

## GRADING

A = 240-216	(90-100%)
B = 215-192	(80-89%)
C = 191-168	(70-79%)
D = 167-144	(60-69%)
F = 143 or below	(0-59%)

**SATISFACTORY/FAIL OPTION**

The S/F grade option is available to students in this course. Contact the instructor or refer to the syllabus for details and conditions.

**INCOMPLETE GRADE POLICY**

If you may find that you are unable to complete the course by the end of the semester for some unavoidable reason you may request an Incomplete grade. Contact the instructor or refer to the course syllabus for details.