



LEAD CITY UNIVERSITY

Faculty of Arts and Education

Department of Library and Information Science

COURSE PARTICULARS

Course Code: LIS 115
Course Title: Introduction to Reference Sources and Services
No. of Units: 2
Status: Compulsory

LECTURER DETAILS

Name: Mrs. R.A. Olurayi
Qualifications: MLIS, BLIS (Honors), NCE
Phone: 08033448720
Email: ronkeolurayi@yahoo.co.uk

Areas of Specialization: Information Resources

COURSE DESCRIPTION

This course will expose students to what reference sources are and the reference services that operate within the Libraries.

COURSE OBJECTIVES

1. To teach students how to protect and arrange the collection;
2. To present the collection before the readers;
3. To have trained and professional Librarians;
4. To encourage coordination between librarians and readers;
5. To save the time of the reader;
6. To conduct fact- finding research;
7. To develop the Library and,
8. To maximize use of reference services.

ASSESSMENT

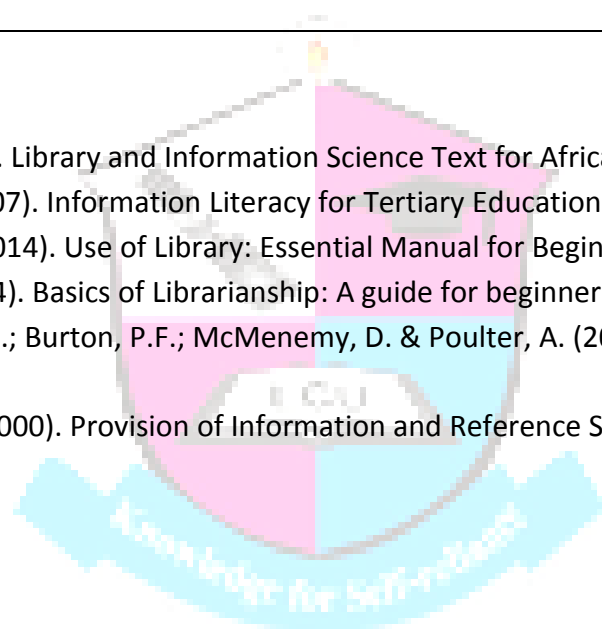
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|-------------------------|----------|
| Class Attendance | 5 marks |
| Test(s) and Assignments | 25 marks |
| Final Examination | 70 marks |

LECTURE PLAN

| Week | Topic |
|---------|--|
| Week 1 | Overview of the course and historical background |
| Week 2 | Importance of information and sources |
| Week 3 | Information Search Strategies |
| Week 4 | Introduction to reference sources |
| Week 5 | Basic Reference Sources |
| Week 6 | Continuation of Basic Reference Sources |
| Week 7 | Electronic reference sources |
| Week 8 | Reference service |
| Week 9 | Literature Search Tools |
| Week10 | Reference Desk |
| Week 11 | Status of reference and information services in Nigerian libraries |
| Week 12 | Revision |

READING LIST

1. Aina, L.O. (2004). Library and Information Science Text for Africa.
2. Ayoku, A. O. (2007). Information Literacy for Tertiary Education Students in Africa.
3. Hameed, A.B. (2014). Use of Library: Essential Manual for Beginners.
4. Onatola, A. (2004). Basics of Librarianship: A guide for beginners.
5. Chowdhury, G. G.; Burton, P.F.; McMenemy, D. & Poulter, A. (2008). Librarianship: An Introduction.
6. Meyer, H.W.J. (2000). Provision of Information and Reference Services.



TUTORIAL QUESTIONS 2016/2017

- 1a. What do you understand by the term information?
- b. Why is information important?
- c. Describe five (5) categories of library and information users.
- 2a. What is Reference Service?
- b. List and explain five (5) qualities of a Reference Librarian.
- 3 Describe the various categories of literature tools and their importance to library users
- 4 Discuss the various criteria you would use in evaluating general reference sources
- 5a. Outline three (3) different types of reference materials in the library and their characteristics.
- b. What is the rationale behind the inclusion of Fact Sources in a library collection?
- 6a. List the functions of a reference desk and describe the activities carried out at the reference desk.
- b. Itemize the different ways by which a reference desk can be consulted.
- 7a. Mention any five (5) types of reference service in the library.
- b. Explain in detail any two (2) of these reference services.
- 8a. Write short notes on the following:
 - i. Wikipedia
 - ii. Search engines
 - iii. Ask the Librarian
 - iv. Library gateways
- 9a. What are the challenges Nigerian Libraries face in carrying out reference information services?
- b. Mention three (3) possible solutions to these challenges.
10. Differentiate between Reference Sources and Reference Services.
- 11a. Why are electronic sources better than print source?
- b. What is grey literature? Give five (5) examples.
- 12a. What are the advantages of planning a search strategy?
- b. What is query formulation? What is the approach to use in composing a query statement?

