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| <b>Program Name</b>         | Higher Education Certificate in Library and Information System  |
| <b>Program Description</b>  | <p>This program will equip students with the basic &amp; important knowledge of the library and information service sector of Fiji including the higher educational institutes, banks, schools, research organizations etc. The Graduates will be able to:</p> <ul style="list-style-type: none"> <li>• Apply a broad range of genetic information skills, principles &amp; practices in a commercial &amp; Academic environment.</li> <li>• Grasp the technical knowledge &amp; skills particular to a specific library &amp; information systems field.</li> <li>• Develop his/her critical thinking capabilities</li> <li>• Have analytical &amp; quantitative skills to analyze business proposals with specific reference to library &amp; information systems.</li> </ul> |
| <b>Majors</b>               | Library and Information System  |
| <b>Minimum Requirements</b> | Pass in Year 13, with 50% or more marks in English  |
| <b>Program Type</b>         | Higher Education Certificate  |

| Course Code  | Course Name   | Credit Points |
|--|---|---------------|
| <b>Year 1: Semester 1</b>  |   |               |
| LIS501Sem<br>(Pre-req : Year 13)   | Introduction to Library Science                     | 15            |
| LIS502Sem<br>(Pre-req : Year 13)   | Bibliographical Control-I                           | 15            |
| MGT501Sem<br>(Pre-req :Year 13)  | Introduction to Business Management                 | 15            |
| LNG501Sem<br>(Pre-req: Year 13)  | English for Academic Studies                        | 15            |
|  | <b>Total</b>  | <b>60</b>     |
| <b>Year 1: Semester 2</b>  |   |               |
| LIS503Sem<br>(Pre-req :Year 13)  | Information & Communication Technology in Libraries | 15            |
| CIN506Sem<br>(Pre-req: Year 13)  | Computer Principles                                 | 15            |
| CIN545Sem<br>(Pre-req: Year 13)  | Introduction to Networking                          | 15            |
| Any 1 level 5 course from any discipline for which pre-requisite is met (1 x 15) |   | 15            |
|  | <b>Total</b>  | <b>60</b>     |
|  | <b>Total Credit Points</b>                          | <b>120</b>    |
| <b>Directed Industrial Attachment (DIA) 2 Months: Assisting with Employment</b>  |   |               |