REGULATIONS FOR THE DEGREE OF
MASTER OF SCIENCE IN LIBRARY AND INFORMATION MANAGEMENT (MSc[LIM])

(See also General Regulations)

Any publication based on work approved for a higher degree should contain a reference to the effect that the work was submitted to the University of Hong Kong for the award of the degree.

Ed331   Admission requirements

To be eligible for admission to the degree of Master of Science in Library and Information Management, candidates shall
(a)   comply with the General Regulations;
(b)   hold
    (i)   a Bachelor's degree with honours of this University; or
    (ii)   another qualification of equivalent standard from this University or another university or comparable institution accepted for this purpose; and
(c)   satisfy the examiners in a qualifying examination, if required.

Ed332   Qualifying examination

(a)   A qualifying examination may be set to test the candidates' formal academic ability or their ability to follow the curriculum prescribed.
(b)   Candidates who are required to satisfy the examiners in a qualifying examination shall not be permitted to register until they have satisfied the examiners in the examination.

Ed333   Length of curriculum

The curriculum shall extend over one academic year of full-time study, including a summer semester, or two consecutive academic years of part-time study. Candidates shall not be permitted to extend their studies beyond the maximum period of registration of two academic years of full-time study or four academic years of part-time study, unless otherwise permitted or required by the Board of the Faculty.

Ed334   Curriculum requirements

To complete the curriculum, candidates shall
(a)   follow instruction in the syllabuses prescribed and complete all specified work as required;
(b)   satisfy the examiners in all assessment tasks as may be required;
(c)   complete and present a satisfactory dissertation or project on an approved topic; and
(d)   satisfy the examiners in an oral examination, if required.

Ed335   Advanced standing

(a)   Advanced standing may be granted to candidates who have successfully completed one or more modules in the Postgraduate Certificate in Advanced Educational Studies curriculum of

this University or another qualification of equivalent standard accepted for this purpose.
(b)   Candidates may be granted advanced standing up to a maximum of three modules subject to the following conditions:
    (i)   the module(s) is appropriate for the specialist strand applied for; and
    (ii)   the application for advanced standing is received within five years of successful completion of the relevant modules or graduation from the Postgraduate Certificate in Advanced Educational Studies or another qualification of equivalent standard accepted for this purpose, whichever is later.
(c)   Application for advanced standing shall be made prior to the commencement of the curriculum, and should be accompanied by copies of academic transcripts to support the application.
(d)   Courses from institutions other than this University granted advanced standing shall not normally be considered in determining the award of mark of distinction but will be recorded on the transcript of the candidate.

Ed336   Dissertation

(a)   Candidates who select the dissertation option shall
    (i)   submit the title of their dissertation for approval no later than six months before the formal submission of the dissertation; and
    (ii)   submit a statement that the dissertation represents their own work undertaken after registration as a candidate for the degree.
(b)   The examiners may also prescribe an oral examination on the dissertation.

Ed337   Assessment and grades

(a)   Candidates shall be assessed by diverse forms of assessment as prescribed by the examiners during the course of their studies.
(b)   Candidates shall not be permitted to repeat a module for which they have received a D grade or above for the purpose of upgrading.
(c)   Modules in which candidates are given an F grade shall be recorded on the transcript of the candidate, together with the new grade if the candidate is re-assessed or repeats the failed module.

Ed338   Re-assessment

(a)   Candidates who have failed to satisfy the examiners in any part of the assessment at the first attempt may be permitted to present themselves again for re-assessment of the failed module(s) as determined by the Board of Examiners.
(b)   Candidates who have failed to present a satisfactory dissertation at the first attempt may be permitted to re-present the dissertation for re-assessment within a period of not more than 12 months after it is deemed unsatisfactory.

Ed339   Discontinuation

Unless otherwise permitted by the Board of the Faculty, candidates shall be recommended for discontinuation of their studies, if they have:
(a)   failed to satisfy the examiners upon re-assessment of a module, a project or a dissertation; or
(b)   exceeded the maximum period of registration specified in Regulation Ed333.

Ed340   Award of degree

(a)   To be eligible for the award of the degree of Master of Science in Library and Information Management, candidates shall
  (i)   comply with the General Regulations; and
  (ii)   complete the curriculum and satisfy the examiners in accordance with these regulations and the syllabuses.
(b)   Candidates who have shown exceptional merit may be awarded a mark of distinction, and this mark shall be recorded on the transcript of candidates. A list of candidates who have successfully completed all the degree requirements shall be posted on Faculty notice boards.

SYLLABUSES FOR THE DEGREE OF
MASTER OF SCIENCE IN LIBRARY AND INFORMATION MANAGEMENT
(MSc[LIM])

The degree of Master of Science in Library Information Management (MSc[LIM]) is a postgraduate degree awarded for the satisfactory completion of a prescribed programme in one of the following specialist strands:

1. Librarianship
2. Information management
3. Knowledge management
4. Archives and records management

The MSc curriculum consists of a minimum of 360 hours of teaching and prescribed work. Other than the Dissertation, Project and the Internship in library and information management module, each taught module entails at least 36 hours, including 24 contact hours. Candidates are required to complete a total of 10 modules which comprise:

- 3 core modules (each entailing at least 36 hours, including 24 contact hours)
- either
    - MLIM6322. Independent project (equivalent to 1 module, entailing at least 36 hours, including 3 contact hours), 3 modules from a specialist strand and 3 elective modules (each entailing at least 36 hours, including 24 contact hours); or
    - MLIM6810. Dissertation (equivalent to 3 modules, entailing at least 108 hours, including 28 contact hours), 3 modules from a specialist strand and 1 elective module "Research seminars and workshops" (each entailing at least 36 hours, including 24 contact hours)

CORE MODULES

All candidates are required to complete 3 core modules.

MLIM6025   Methods of research and enquiry

This module introduces students to research methods, emphasising critical appraisal and understanding multiple approaches to conducting research. The module also examines the conceptualization, planning and conduct of small-scale research in the integration of information technology in library and information management settings.
Assessment will be by 100% coursework.

MLIM6206   Leading and managing in the workplace

This course uses a case method approach to explore a range of established and emerging management and leadership concepts. Adopting an organisational behaviour approach, participants will be challenged to compare the suitability of their own management styles in a range of different situations. Experiential learning exercises engage the participants in managerial activities such as team building and decision-making.
Assessment will be by 100% coursework.

MLIM6314   Library and information science foundation

This module introduces the history, development and potential of information professionals in libraries and other workplaces. The nature of information and the roles of library and information professionals are examined through the analysis of a range of information process and related models. Critical contemporary social, legal and ethical issues in the evolving information society are also explored.
Assessment will be by 100% coursework.

SPECIALIST MODULES

Candidates are required to complete three modules from the list of specialist modules for their chosen specialist strand.

A. Librarianship

    MLIM6201 Information resources and services
    MLIM6202 Literature for young people in a digital age
    MLIM6203 Digital libraries: principles and applications
    MLIM6209 Teacher librarianship
    MLIM6210 Preservation of information
    MLIM6315 Collection management
    MLIM6316 Organising information
    MLIM6317 Information retrieval theory and practice
    MLIM6319 Information behaviour
    MLIM6337 Knowledge taxonomies
    MLIM6338 Digital literacies
    MLIM6339 Internship in library and information management
    MLIM7347 Project management

B. Information management

    MLIM6201 Information resources and services
    MLIM6204 Records management
    MLIM6210 Preservation of information
    MLIM6316 Organising information
    MLIM6317 Information retrieval theory and practice
    MLIM6319 Information behaviour
    MLIM6338 Digital literacies
    MLIM6339 Internship in library and information management
    MLIM7344 Management information systems
    MLIM7346 Data, analytics and learning
    MLIM7347 Project management

C. Knowledge management

    MLIM6212 Knowledge management
    MLIM6311 E-learning strategies and management
    MLIM6328 Organisational learning
    MLIM6337 Knowledge taxonomies
    MLIM6339 Internship in library and information management
    MLIM7344 Management information systems
    MLIM7347 Project management

D. Archives and records management

    MLIM6204 Records management
    MLIM6210 Preservation of information
    MLIM6339 Internship in library and information management
    MLIM7342 Archival principles and practices
    MLIM7343 Administrative and legal issues in archives and records management
    MLIM7347 Project management

DISSERTATION AND PROJECT

All candidates are required to complete either MLIM6810 Dissertation (equivalent to 3 modules) or MLIM6322 Independent project (equivalent to 1 module).

MLIM6810   Dissertation (equivalent to 3 modules)

The dissertation represents at least 108 hours of work (including 28 contact hours). The dissertation is of 15,000 to 18,000 words on an approved topic from a field of study. Candidates who opt to take the dissertation option may be required to participate in a series of dissertation seminars, and are required to present their work at a dissertation/project seminar.

The dissertation is an approved independent research/development project carried out under the supervision of one or more staff members. In normal cases it should include an empirical element. The dissertation should provide a thorough and critical analysis of the topic undertaken by the student. Each candidate shall submit the title of the dissertation and present the completed dissertation by dates specified by the Board of Examiners.
Co-requisite: MLIM6340. Research seminars and workshops
Assessment will be by 100% coursework.

MLIM6322   Independent project

The independent project represents at least 36 hours of work (including 3 contact hours). The independent project of 4,000 to 5,000 words provides students with an opportunity to apply and extend their knowledge and skills developed through the programme and more specifically within their chosen area of specialism. The independent project enables students to extend what they have learnt in the programme to professional practices outside the University.
Assessment will be by 100% coursework.

ELECTIVE MODULES

Candidates opted for the project mode are required to complete three elective modules whereas candidates opted for the dissertation mode are required to complete one elective module "Research seminars and workshops" which have/has not yet been taken previously from the following list. Candidates may, as an alternative, take module(s) from another master degree curriculum offered by the Faculty of Education under the advice and approval of the Programme Director. Not all elective modules will necessarily be offered every year.

MLIM6201   Information resources and services

This module introduces the global information environment and examines how libraries and information agencies facilitate access to a range of print and online information sources through identifying and locating information. Students will gain knowledge and expertise in analysing the information needs of customers, formulating research strategies, and identifying relevant resources. Reference materials in a variety of formats and the technical and mediation skills needed to proficiently accomplish this essential information service are discussed.
Assessment will be by 100% coursework.

MLIM6202   Literature for young people in a digital age

This module provides an overview of the history of children's literature with a discussion of major authors and contributors and an emphasis on contemporary literature for children and young adults. The impact of new technologies on the publication and use of children's fiction and non-fiction are discussed. Interactive multimedia, online reading and digital libraries for children are evaluated.
Assessment will be by 100% coursework.

MLIM6203   Digital libraries: principles and applications

This module introduces the motivation for digital library development and evolution of digital library collections and services. Various issues of digital library development like document types and formats, access strategies and interfaces, metadata and interoperability, economic and social policies, and collection management and system evaluation are examined.
Assessment will be by 100% coursework.

MLIM6204   Records management

This module explores the philosophy of records management and presents the basic techniques and standards for managing records in organizations. The emphasis is on activities and methods relevant to storage, filing, retrieval, retention, preservation, and disposition of physical and electronic records, with legal and ethical considerations. The module also examines techniques and strategies to establish organization-wide records management programs for building information and knowledge repositories.
Assessment will be by 100% coursework.

MLIM6209   Teacher librarianship

This module analyses the curricular and information leadership roles of the teacher librarian. Attention will be given to discussion of the role the teacher librarian with respect to the development of a whole school approach to information literacy. Collaborative Planning and Teaching (CPT) will be evaluated as the bridge between the teacher librarian, information services, inquiry based learning, and the adoption of an information literacy culture. The importance of the principal-teacher librarian relationship as a force for information leadership will be considered in light of the research evidence.
Assessment will be by 100% coursework.

MLIM6210   Preservation of information

This module examines the physical nature of materials and the causes of deterioration. Techniques for promoting longevity; environmental control; storage and handling practices including data warehousing; and reformatting are explored and valuated. Preservation planning, disaster planning and recovery is addressed. Students are introduced to the conservation and preservation of archive materials in an online age, digitization program management and digitization technologies.
Assessment will be by 100% coursework.

MLIM6212   Knowledge management

This module provides an overview of the concepts, theories, and practices of knowledge management (KM) in organizations and communities. Basic issues and approaches about knowledge creation, storage, sharing and application are examined. Techniques and tools for building a knowledge sharing culture and system are introduced. A special focus will be placed on KM programs development in practical situations.
Assessment will be by 100% coursework.

MLIM6311   E-learning strategies and management

This module explores issues relevant to the design and delivery of e-learning in educational or corporate contexts. The module explores learning management systems and other virtual environments to support teaching and learning. The module also examines issues concerning e-learning infrastructure, delivery systems, content management, standards, proprietary versus open-source software, virtual worlds, and challenges to successful e-learning implementation.
Assessment will be by 100% coursework.

MLIM6315   Collection management

This module examines the methods used to build and evaluate library collections in a variety of media in all types of libraries with an emphasis on the selection process and the relationship to stakeholders' information needs. Relationships between libraries and the publishing industry are discussed. Collection policy development is explored, linking collection policies to broader information policy issues such as designing digital and virtual libraries, building collaborative teaching resource databases of learning objects, and records management in electronic information environments.
Assessment will be by 100% coursework.

MLIM6316   Organising information

This module introduces the theory and applications of information organization. Approaches to describing and representing information in a variety of formats are covered as well as the evolution of standards to include electronic formats and Internet resources. The focus is placed on how to represent and organize information using appropriate standards and techniques for effective information retrieval and content management.
Assessment will be by 100% coursework.

MLIM6317   Information retrieval theory and practice

This module examines the information retrieval process from a theoretical and practical framework focusing on conceptual issues. The effective provision of access to information will be covered in the context of database structure and interface design, language issues, database selection, search strategies, evaluation of search results, information seeking behaviour and needs. The role of the information professional in information mediation is explored. Strategic searching, competitive intelligence and selected online systems are also explored.
Assessment will be by 100% coursework.

MLIM6319   Information behaviour

This module examines the theory associated with information-seeking behaviour. The information seeking process is analysed and models explored that attempt to explain information behaviour. The concept of information literacy will be examined and analysed with particular attention to cognitive and affective issues.
Assessment will be by 100% coursework.

MLIM6328   Organisational learning

This module explores the concept and processes of organisational learning and the learning organisation. It examines the strategies and tools employed to create and manage a learning and innovative organisation. Topics include managing chaos and complexity; organisation culture and change, scenario planning, storytelling, professional development, training and learning (especially e-learning), performance and evaluation of learning, and others.
Assessment will be by 100% coursework.

MLIM6337   Knowledge taxonomies

A knowledge taxonomy emphasizes on enabling efficient and interoperable retrieval and sharing of data, information, and knowledge across an organization by building in natural workflow and knowledge needs in an intuitive structure. The module introduces major taxonomy tools and practice in knowledge mapping and modeling. It will cover theories, strategies and techniques of organizing tacit and explicit knowledge at three levels: individual, community and the organization.
Assessment will be by 100% coursework.

MLIM6338   Digital literacies

Digital Literacies comprise of information literacy, ICT literacy and media literacy. They are some of the core 21st century workplace skills. Students as well as knowledge workers need to equip with such skills so that they will be able to define and solve a problem or challenge at hand, and analyze suitable electronic and print information resources, manage resources efficiently and use the sources ethically. The course will also introduce the effective applications of social media for enhancing communication among different groups of an organization.
Assessment will be by 100% coursework.

MLIM6339   Internship in library and information management

The internship represents 36 hours of work (including 3 contact hours). The internship of field experience provides an important learning experience for the student. It has a significant hands-on learning component. Through discussion with key personnel in the organization and working under workplace supervisors, the student gains hands-on experience in the library and information management environment.
Assessment will be by 100% coursework.

MLIM6340   Research seminars and workshops

This module focus on the development of specific research skills, including both qualitative and quantitative skills, and help students develop high quality research proposals for dissertations or independent projects. The topics of the workshop include not limited to introduction and basics of SPSS, basics of quantitative analysis, survey design, qualitative data analysis, and seminars on how to develop projects and dissertations.
Assessment will be by 100% coursework.

MLIM7342   Archival principles and practices

This module introduces to students the nature and concept of records and archives; their similarities and differences; special emphasis will be placed on the unique evidential value of records and archives. It examines the theory, methods, policies and procedures used to identify, appraise, acquire, arrange, describe and authenticate records in all forms that have enduring values to records creators, institutions, researchers and the society.   The module also introduces to students the "power" of records and archives in the pursuit of good governance, democracy, human rights and social justice.
Assessment will be by 100% coursework.

MLIM7343   Administrative and legal issues in archives and records management

This module aims to introduce important administrative and legal issues in organizing and implementing an archives and records management program in public and private sectors in compliance with organizational and regulatory requirements. It examines strategies and planning, policies, funding, staffing and facilities requirements for establishing an integrated archives and records management program in different organizational context. Key legal provisions on records retention, access, copyright, personal data and professional ethnical concerns which impact on and challenge the creation, preservation, access and use of records and archives will be analyzed.
Assessment will be by 100% coursework

MLIM7344   Management information systems

This module examines key business processes in organizations and how information systems support the execution and management of these processes, covering both managerial and technical aspects of contemporary information systems. Topics include information technologies in business, types of management information systems, information systems development process and design, social and managerial issues of information systems and emerging topics such as information systems integration and outsourcing.
Assessment will be by 100% coursework

MLIM7346   Data, analytics and learning

Digital educational resource developers, educators, and researchers recognize the value of data in improving not only learning and teaching, but also the educational environments. Analyses of learner data can provide valuable insights into the learning process to help educators better understand and optimize the learning environments. This enables universities, schools, and training organizations to improve the quality of learning. The era of learner data and analytics in education is an emerging area of research interest. This course provides an introduction to analytics in learning and how it is being deployed in formal and informal learning contexts. Learners will explore the logic of analytics, the basics of cleaning and using data, context analysis, predictive models and social networks analysis. We will discuss tools and analytics methods, such as linear regression and cluster analysis, as well as how to protect learner privacy and other rights.
Assessment will be by 100% coursework

MLIM7347   Project management

This module explores the project life cycle and Project Management (PM) techniques for managing and planning successful projects in organizations. Conceptual foundations from the PMBOK and their application are stressed, and applied using PM software. This course will run in project based, experiential learning mode (PBL) with participants completing a project ideally for an external client.
Assessment will be by 100% coursework