

# LIBRARY TECHNOLOGY – ASSOCIATE IN SCIENCE DEGREE, CERTIFICATE OF ACHIEVEMENT

Top Code:

1602.00

The Library Technology Program prepares students for entry level Library Assistant and more specialized higher-level Library Technician positions in all types of libraries under the supervision of a librarian. Coursework includes hands-on instruction in library operations and services, including training in the use of specialized automated library systems, library service principles, and essential workplace customer service, technology, and workplace communication skills. The program highlights job-related skills and practices needed to enter and succeed in the library workplace as well as continuing education opportunities for those currently employed. PCC's Certificate of Achievement program is aligned with the American Library Association's Library Support Staff Certification (LSSC) – <https://ala-apa.org/lssc/>.

A Certificate of Achievement is awarded upon completion of all required courses with a grade of C or better.

## Program Outcomes

- Articulate library principles, roles, and service issues related to the diverse communities libraries serve.
- Demonstrate library workplace skills by performing various library technician job duties.
- Examine successful library service by analyzing library staff interactions with library users.

## Requirements for the Certificate of Achievement

Code	Title	Units
<b>Required Courses</b>		
LIB 001	COLLEGE RESEARCH SKILLS	1
LIB 101	INTRODUCTION TO LIBRARY SERVICES FOR SUPPORT STAFF	3
LIB 102	INTRODUCTION TO REFERENCE SERVICES	3
LIB 103	INTRODUCTION TO LIBRARY ACCESS SERVICES	3
LIB 104	INTRODUCTION TO LIBRARY TECHNICAL SERVICES	3
LIB 105	INTRODUCTION TO CATALOGING FOR LIBRARY TECHNICIANS	3
<b>Required Electives</b>		
Select one of the following:		3
BIT 025	SURVEY OF COMPUTER TECHNOLOGY IN BUSINESS	

BIT 106 BUSINESS SOFTWARE - INTRODUCTION TO MICROSOFT OFFICE SYSTEM

CIS 010 INTRODUCTION TO INFORMATION SYSTEMS

Total Units

19

## Recommended Electives

Code	Title	Units
CHDV 011	INFANT AND TODDLER DEVELOPMENT	3
CHDV 024C	SPECIAL TOPICS IN CHILD DEVELOPMENT - THE YOUNG CHILD	2
CHDV 118	LANGUAGE AND LITERACY IN EARLY CHILDHOOD	3
LIB 020	INDEPENDENT STUDY	1
LIB 106	LIBRARY TECHNOLOGY INTERNSHIP	1
PLGL 145A	LEGAL RESEARCH	3
PLGL 145B	COMPUTER AIDED LEGAL RESEARCH	1
SPCH 010	INTERPERSONAL COMMUNICATION	3

Visit the Program Mapper (<https://pasadena-city.programmapper.ws/academics/interest-clusters/77b6bd9e-2dc9-4ebe-8c38-38e2fabe4432/programs/ceb854c5-4a56-1db4-8f69-be6cfee05326/>) for a suggested sequence of courses.

## General Education Requirements for the Associate in Science Degree

- General Information (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/>)
- PCC Local Gen Ed (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#pcclocaltext>)
- CSU Breadth (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#csubreadthtext>)
- IGETC (<https://curriculum.pasadena.edu/academic-programs-leading-degree-certificate/#igetctext>)