

**1. Decide how many units you want to study per study period**

- You need to devote about 12.5 hours per unit per week.
- You are allowed to study up to four units per study period

**2. Completed units**

If you are already studying in the course, enter in the "Notes" field the year and Study Period that you completed each unit.

**3. Units with Credit for Recognised Learning for previous study outside the course**

Enter in the "Notes" field "CRL" for any unit for which you have approved CRL

**4. Units yet to complete – these must all have information added.**

Enter in the "Notes" field the calendar year and SP that you plan to complete each unit (e.g. 2020 SP1 ).

Please ensure that:

- 1) The units are available in the SP that you plan
- 2) You are completing the units as close as possible to the advised order.
- 3) You will have completed any pre-requisite units by the time you plan to study a unit

**a) Elective Units**

- You may only complete two Level 1 units as electives. The others must be Level 2 or Level 3

**5. Practicum**

All students need to complete (or claim equivalence for):

- One two week practicum at first year level in the unit ISFP; AND
- One three week practicum at third year level in the unit ISPP

Enter two pieces of information for ISFP and ISPP:

- a. The year/ study period you intend to enrol in the unit and complete the coursework component
- b. The year/month you plan to complete (or have completed) your practicum placement

The practicum coordinator regularly sends out information about when to apply for your practicum placement, so please check your student email regularly.

If you have any further questions about your prac:

1. First look at the prac manual in the LARIS prac site linked under "Organisations" from your Blackboard starting page
2. Then contact the prac coordinator on [MCASIPrac@curtin.edu.au](mailto:MCASIPrac@curtin.edu.au) .

- When you have completed your DIY Study Plan, use it as a guide for future enrolment.
- If you have questions about your study plan, please fill in the plan as completely as you can and email it to the Undergraduate Course Coordinator, Kathryn Greenhill ([k.greenhill@curtin.edu.au](mailto:k.greenhill@curtin.edu.au)), along with your questions.

**OUA: BA (Librarianship and Corporate Information Management)(Double Major) 2020**
**Advised Study Plan for students completing degree in THREE years, starting SP1. Curtin University.**
**As at 1 July 2019**

 Units are listed in order of recommended study. Units in the course build on each other, even when there is not a stated pre-requisite, so please enrol as closely as possible to this order. *Blue = non-major unit taught outside LARIS*
**YOUR NAME:**

Advised sequence	Curtin Code	OUA Code	Title	Pre-req	SP1	SP2	SP3	SP4	Notes
Year 1 SP1		APC100	Academic and Professional Communications (if started 2014 onward)	N	Y	Y	Y	Y	
Year 1 SP1		COM155	Culture to Cultures (if started 2017 onward)	N	Y	Y	Y	Y	
Year 1 SP1	INFO 1011	LIS100	Librarianship Concepts and Practice	N	Y				
Year 1 SP1	INFO 1004	LIM115	Recordkeeping Concepts & Practice	N	Y		Y		
Year 1 SP3			<i>ELECTIVE 1</i> <i>CAN be a level 2 or level 3 unit</i>	See handbook	Y	Y	Y	Y	
Year 1 SP3			<i>ELECTIVE 2</i> <i>CAN be a level 2 or level 3 unit</i>	See handbook	Y	Y	Y	Y	
Year 1 SP3	INFO 1005	LIS125	Technologies for Information Services	N	Y		Y		
Year 1 SP3	INFO 1013	LIM150	Information Services Foundation Practicum (2 week full time practicum included).	LIS100 or LIM115 May be studied at same time as pre-req.	Y		Y		<b>Enrol in unit:</b> <hr/> <b>Complete prac:</b> <hr/>
Year 2 SP1	INFO 2004	LIM225	Information Design	LIS125	Y		Y		
Year 2 SP1	INFO 2006	LIS210	Reference Services	LIS100	Y				
Year 2 SP1	INFO 2005	LIM215	Archives Concepts & Practice	LIM115	Y		Y		
Year 2 SP1			<i>ELECTIVE 3</i> <i>CAN be a level 2 or level 3 unit</i>	See handbook	Y	Y	Y	Y	
Year 2 SP3	INFO 2008	LIS230	Collection Management	LIS100			Y		
Year 2 SP3	INFO 2007	LIS220	Resource Description & Access	LIM225			Y		
Year 2 SP3	INFO 2009	LIM245	Enterprise Content Management	LIM225 LIM115			Y		
Year 2 SP3			<i>ELECTIVE 4</i> <i>CAN be a level 2 or level 3 unit</i>	See handbook	Y	Y	Y	Y	
Year 3 SP1	INFO 3017	LIM345	Convergence and Cultural Institutions	LIS100, LIM215	Y	Y			
Year 3 SP1	INFO 3006	LIS320	Information Literacy	LIS210	Y	Y			
Year 3 SP1	INFO 3004	LIS330	Information Theory and Research	LIS210	Y		Y		
Year 3 SP1			<i>ELECTIVE 5</i> <i>MUST be a level 2 or level 3 unit</i>	See handbook	Y	Y	Y	Y	
Year 3 SP3	INFO 3013	LIM340	Conservation and Preservation	LIS100, LIM215			Y		
Year 3 SP3	INFO 3011	LIS360	Management of Information Services	All of LIS125, LIS100, LIM115 LIM215		Y	Y		
Year 3 SP3	INFO 3009	LIM350	Information Services Professional Practicum (3 week full time practicum included).	LIM225	Y		Y		<b>Enrol in unit:</b> <hr/> <b>Complete prac:</b> <hr/>
Year 3 SP3			<i>ELECTIVE 6</i> <i>MUST be a level 2 or level 3 unit</i>	See handbook	Y	Y	Y	Y	