Technology Competency - Course Map

Instructions:

Please complete each section under each competency. If the course(s) does not cover that competency, please indicate no coverage in the map.

Mapping multiple courses? If your program covers the competencies in two or more courses, please complete information for all courses in Part One. In addition, if you are describing two or more courses, under the individual competencies, please indicate which course you are describing by including its course number.

Definitions:

Methods mean any material that you present to cover the content of a particular competency. Methods could include lectures, power point presentations, video or/and audio presentations, field trips, or guest speakers.

Readings includes any text material assigned to your students. We understand that many instructors change the readings frequently. For the purpose of the map, please include the course's most current reading assignments. If you assign chapters in a textbook, please include the title of that chapter. Readings also include any viewing or reading of videos or other artifacts.

Assignments include any activities that you require students to complete. The summary assessment should also list the assignments. If you require discussion board posts, please give the topic of that discussion assignment. For the purpose of the map, please include the course's most current board topics. We understand that many instructors change discussion boards assignments as needed.

Assessments include any way that you use to evaluate if students have mastered that particular competency. For example, if a final exam includes questions about a competency, then include “final exam” on the map. You do not need to include the particular questions.

Part One: Course Information

If the course syllabus contains this information, you do not have to repeat the information in Part One.

Course Description:
Course Outcomes or Student Learning Outcomes:
Description of each assignment:
Description of each assessment:
Description of how students interact with the instructor and with each other:
Part Two: Competency-Course Map

Competency 1: Library Support Staff (LSS) know the general trends and developments in technology applications for library functions and services.

Methods:
Readings:
Assignments
Assessments:

Competency 2: LSS know the role and responsibility of libraries for introducing relevant applications of technology, including digital literacy, to the public.

Methods:
Readings:
Assignments:
Assessments:

Competency 3: LSS know basic principles and best practices to ensure the integrity of data and the confidentiality of user activities.

Methods:
Readings:
Assignments:
Assessments:

Competency 4: LSS know concepts and issues concerning the appropriate use of technology by different user groups.

Methods:
Readings:
Assignments:
Assessments:

Competency 5: LSS demonstrate flexibility in adapting to new technology.

Methods:
Readings:
Assignments:
Assessments:

Competency 6: LSS are able to assist and train users to operate public equipment, connect to the internet, use library software applications, and access library services from remote locations.

Methods:
Readings:
Assignments:
Assessments:

**Competency 7:** LSS know role of technology in creating, identifying, retrieving, and accessing information resources and demonstrate facility with appropriate information discovery tools.

**Methods:**
**Readings:**
**Assignments:**
**Assessments:**

**Competency 8:** LSS perform basic troubleshooting of technical problems and resolve or refer those problems as appropriate.

**Methods:**
**Readings:**
**Assignments:**
**Assessments:**

**Competency 9:** LSS access and use basic assistive technologies, where appropriate, to ensure that all users have equitable access to technology.

**Methods:**
**Readings:**
**Assignments:**
**Assessment:**