BORYS GRINCHENKO KYIV UNIVERSITY

"APPROVED"
the decision of the Academic Council of
Borys Grinchenko Kyiv University
23.03.2017 , Minutes No. 3

Chairman of the Academic Council, Rector
_____ V. Ogneviuk

ACADEMIC PROFESSIONAL PROGRAM

**Educational program: 029.00.02
"Information, Library and Archive Science"**

the second (master's) level of higher education

Branch of knowledge: 02 Art and Culture
Specialty: 029 Information, Library and Archive Science
Qualification: Master of Information, Library and Archives

Launched on 01.09. 2017
(Order from 26.05.2017 p. Number 348)

Kyiv - 2017

INTRODUCTION

Educational and professional program is developed according to the Law of Ukraine "On Higher Education" with the draft standard 029 specialty Information, Library and Archive Science for the second (master's) level.

Developed by a working group consisting of:

O. Voskoboynikova-Huzyeva , Doctor in Social Communication, Ph.D., Head of Library and Information Department

M. Makarova, Candidate of Sciences in Cultural Studies, Associate Professor of Library and Information Department

Z. Sverdlik , Candidate of Historical Sciences., Assistant Professor of Library and Information Department

External reviewers:

A. Solyanik, Doctor of Pedagogy, Professor, Head of Documentation and Book Science in Kharkiv State Academy of Culture;

M. Senchenko , Doctor of Technical Sciences, Professor, Director of the State Scientific Institution " Ivan Fedorov Ukrainian Book Chamber "

Reviews of professional associations / employers:

I. Shevchenko, President of Ukrainian Library Association, Candidate of Pedagogical Sciences, Associate Professor, Honored Worker of Ukraine, Director of the continuous Cultural and Artistic Education of the National Academy of Culture and Arts

The Educational Programme has been introduced since 2017.
The term for reviewing the educational program is once every 2 years.

Updated

Revision Date / amendments	Minutes № 12 from 21.06.2018 р.		
Signature			
guarantor name	O. Voskoboynikova - Huzyeva		

I. Profile of the Program
029 Information, Library and Archive Science

1 - General Information	
Full name of the higher educational institution and the structural unit	Borys Grinchenko Kyiv University Institute of Journalism
Level of the higher education and the qualification (in original language)	Master; Master of Information, Library and Archives
Official title of Educational Program	029.00.02 "Information, Library and Archive Science"
Type of diploma and volume of Educational Program	Master's degree, unitary, 90 credits term of study - 1 year 4 months
Availability of Accreditation	The accreditation commission. Ukraine. Certificate - Series UK number 11002771 Validity -to 07/01/2023 p.
Cycle / Level	Ukraine NLC – 8th level, FQ-EHEA - second cycle, EQF-LLL – 7th level
Prerequisites	Bachelor's degree
Language (s) of Teaching	Ukrainian language
Validity of Educational programs	2023
Internet address of the Educational program	http://kubg.edu.ua/
2 - The Program Objectives	
The aim of the Program is to prepare professionals in information and library areas with wide access to employment that can quickly solve complex problems and special practical tasks in the area of professional activities.	
3 - Characteristics of the Program	
Subject area	Culture and art; Information, Library and Archive Science Value and volume of compulsory selective part: 2: 1 The share of production practices: 13.5 ECTS credits (15%)
The Program data	Educational-Professional Program The program has an applied focus, aimed at training professional with information activities for scientific, educational, cultural and communication fields of activity
The main focus of the educational program and specialization	Special education in the field of information, library and archives
Features	
4 – Eligibility of graduates for employment and further education	
Employment Eligibility	Jobs in libraries, museums and archives; information and resource centers; Information-analytical services government agencies, private companies, educational institutions; Marketing departments in institutions of social sphere.

		According to the National classification of professions DK 003: 2010 professionals who have been educated by the educational program "Information, Library and Archive Science" can occupy the following positions: 2431.2 - keepers and archivists in museums and libraries; 2432.2 - librarians; 2432.2 - bibliographers; 2433.2 - professionals and information analysts.
Further training		The possibility of education at the third (education and research) level in information activities of libraries, archives and related sciences.
5 - Teaching and Assessment		
Teaching and Education		Student-centered method is based on principles and individual and personal approach; implemented through training through research, strengthening the practical orientation and creative direction in the form of a combination of lectures, workshops, independent learning and research with elements of distance learning projects, work placements, training and protection of the qualification master's work.
Assessment		Accumulation of score-rating system that provides student assessment for all types of classroom and outside the classroom educational activities (current, modular, final control); Modular tests, tests, tests, defense of practice reports, written examinations, public defense of the thesis.
6 - Program competences		
Integrated competence		**The ability to solve** complex and specialized tasks and practical problems in the field of information, library and archives or in the process of learning that involves the use of fundamentals and methods of the provision of information and techniques, library and archives and characterized by complexity and uncertainty of conditions.
General competence (GC)	GC-1	**The ability to solve a complex problem**. The ability to identify the scientific nature of problems in the professional field, to find appropriate ways to address them; possess systemic, holistic approach to analyzing and assessing the situation.
	GC-2	**Critical thinking**. The ability to analyze, verify, assess the completeness and accuracy of information in the course of professional activities as necessary to complement and synthesize the missing information.
	GC-3	**Creativity**. New ideas, creative approach to their implementation; capacity for innovative activities.
	GC-4	**People Management**. Ability to lead and fulfill managing functions in a team to achieve common goals; the ability to manage projects, organize teamwork, set goals, make and implement decisions; evaluate and ensure the effectiveness of teamwork; ability to manage strategic development of a team in professional activity.

	GC-5	**Communication**. Improved speaking and writing skills to provide successful communication in Ukrainian and at least in one of common European languages; ability to speak clearly and to be persuasive; perform interpersonal relationship skills and effective use of modern communication technologies.
	GC-6	**Focusing on good results**. Internal need to do the work efficiently; ability to step by step planning and evaluate the progress of the work, assess and ensure the quality of work, present results and substantiate proposed solutions on highly scientific, technical and professional level.
	GC-7	**The formulation of judgments and decisions**. The ability to navigate the various views on the problem and its possible solution, to form own options; be able to formulate the task reasonably by choosing optimal solutions, analyze and interpret the results and represent them clearly.
	GC-8	**Information and ICT literacy**. The ability to search, analyse and filter information to identify relevance of the information necessary for solving educational, scientific and professional tasks in compliance with ethical and legal standards; organise and present information effectively using different skills in information and communication, computer technologies as a tool for acquiring knowledge and skills, and presentation issues.
Professional competence (PC)	PC-1	**Knowledge and understanding**. Specialized conceptual knowledge acquired during training at the latest advances that are the basis for original thinking, research and / or innovation; the ability to use the acquired knowledge in practical professional activities.
	PC-2	**Research skills**. Deep understanding of the essence of the problem, formulate it correctly, choose and use appropriate methods and proceedings to resolve the research or innovative activity, critically evaluate the results, define prospects for further study and development of relevant topics.
	PC-3	**Solving problems.** The ability to critically interpret and solve challenges and problems that require interdisciplinary approaches, updating and integration of knowledge, often under conditions of incomplete / insufficient information and conflicting requirements.
	PC-4	**Management skills.** The ability to manage objects of information and library resources; commitment to the development of strategic management of human, financial, technical and information resources; as well as conducting economic analysis and evaluation of the quality of information and library assests.
	PC-5	**Information competence**. Ability and willingness to use progressive knowledge and skills in research practice, latest applied information and computer technologies software packages for designing and using electronic information resources, provide customer service and reflect other professional activities.
	PC-6	**Creativity and innovation.**The ability to undertake a substantial independent piece of research or produce practical project through creative use of existing and / or generating new ideas in the field of library and information activities; ability to develop new and / or improve existing methods of analysis, modeling, forecasting, solving

		new problems in different areas of knowledge.
	PC-7	**Communication.** The reflection of the subject of communication interaction who is engaged confidently in professional and academic communication, competent in motivating, intentions, strategies, reducing behavior frustration by establishing and maintaining channels of social and scientific communication.
	PC-8	**Organizational competence.** The ability to develop effective strategies and design optimal organizational structure of information and library facilities; ability to develop organizational culture and corporate communication system.
	PC-9	**Self-education and training**. The ability for self-education and training in the field of information, library, archives, didactics, educational technologies through innovative approaches.

7 - Program Educational Results		
Knowledge and understanding	PER-1	Reflecting knowledge of information theory and communication skills to form and explore the information flow in today's socio-cultural space.
	PER-2	The ability to analyze document resources (threads and arrays), global market information products and services.
	PER-3	The ability to use information resources in the organization of research activities.
	PER-4	The ability to use socio-cultural practices in designing scientific and professional activities.
	PER-5	Predict information and professional communications support.
	PER-6	Use the theory and methods of information technology in scientific and educational activities.
	PER-7	The ability to organize the process of collecting, processing, storage, production, transfer professionally important information considering cultural, political, economic, and socio-cultural contexts.
	PER-8	The ability to analyze and use conceptual approach methodology of research in the field of information activities, library, archival.
	PER-9	The ability to use a professional work laws and regularities organizational development for the design of optimal structures and systems management information and library activities.
	PER-10	The ability to work with the new information and communication platforms (social networks, the blogosphere).
	PER-11	Mastering knowledge in professional area of social science, including basic concepts of information society, the ability to analyze current trends in the knowledge of society.
Applying knowledge and insights	PER-1	Spread professional knowledge, different studies and findings to professionals and the general public; speaking and writing communication in native and foreign languages within scientific, industrial, social and cultural spheres of professional issues.
	PER-2	Create, develop and implement information and analytical products (documents) into practice to provide information services to users of libraries, archives and information agencies.
	PER-3	Use information sources for specific practical problems in the field of information activities of libraries and archives.

	PER-4	Demonstrate the ability to apply the latest technologies in professional activities, reflect the ability to self-study and innovative experience.
	PER-5	Organize scientific and practical, methodical steps to establish professional communications.
	PER-6	Use information and communication technologies, applications, software, information resources for professional purposes.
	PER-7	The collection, processing, storage and transmission of information is to be applied through traditional methods, of information and communication technology evaluatong, using Web 2.0 technologies.
	PER-8	Carry out logical reasoning, correctly build proof of scientific facts, including classic and special methods of research in the field of information activities, library, archival.
	PER-9	Design management structure of libraries, archives and information agencies to take measures for their optimization.
	PER-10	Provide information support and communication facilities in library-information sphere through social networks, blogs, chats, and other information and communication platforms.
	PER-11	Design recommendations for the development of information, library and archives within the current trends in the development of the information society.
	PER-12	Organize informational and analytical services, centers and institutions.

8 - Resource support for the Programme Implementation

Staff support	Staffing educational program consists of the faculty of the department of library and informolohiyi Institute of Journalism. By teaching particular subjects according to their competence and experience of the involved faculty departments Ukrainian language; English language; philosophy; advertising and public relations. Practically oriented character education program provides broad participation of practitioners that directly correspond to the program that enhances the synergistic relationship of theoretical and practical training. The head of the project team and teaching staff to ensure its implementation meets the requirements defined Licensing conditions educational activities of educational institutions.
Resources and technical support	Equipped with special hardware and software computer classes.
Information and educational support	Library electronic resources, electronic scientific publications, e-learning courses with the possibility of distance learning and self-study, cloud services Microsoft.

9 - Academic Mobility

National credit mobility	
International credit mobility	Agreements on Academic Mobility (Erasmus + K1) of the University of Vilnius (Lithuania).
Foreign students education	

II. The list of Program components and its logical sequence
2.1. List of component

Component code	Code e/d	Components of the educational programme (training courses, course projects (works), practice, qualifying work)	Amount of credits	The form of control
1	2	3	4	5
Compulsory components				
1. Subjects				
CC 1	CSP.01	Philosophy of information	4	credit
CC 2	CSP.02	Scientific communication	6	exam
CC 3	CSP.03	Management of electronic information resources	5	exam
CC 4	CSP.04	Information-analytical activity	5	exam
CC 5	CSP.05	Theory document-information flow	6	exam
CC 6	CSP.06	Theoretical and methodological principles of library, archival and information activities	8	exam
CC 7	CSP.07	Strategic management of information activities	5	exam
2. Practice				
CC 8	CP.1	Internship	13.5	
3. Certification				
CC 9	CA.1	Preparation of master's paper	6	
		Protection master's paper	1.5	
Total amount of components:			**60**	
Elective components				
elective block 1 - "Scientometrics, Bibliometric"				
1. Subjects				
EC 1.1	ESS 1.2	Information studies	4	credit
EC 1.2	ESS 1.3	Scientometrics	5	exam
EC 1.3	ESS 1.4	Bibliometric	5	exam
EC 1.4	ESS 1.5	Webometrics	5	credit
EC 1.5	ESS 1.6	Knowledge management and personal career promotion	5	credit
2. practice				
EC 1.6	CP.1.1	Internship in minor	6	
elective Block 2 - "Management of library and information activities"				
1. Subjects				
EC 2.1	ESS 2.1	Theory and Methodology of socio-cultural design	4	credit
EC 2.2	ESS 2.2	Innovative activity of libraries, archives and information agencies	5	exam
EC 2.3	ESS 2.3	The theory and practice of management decisions	5	exam
EC 2.4	ESS 2.4	Research and methodical work of libraries, archives and information agencies	5	credit
EC 2.5	ESS 2.5	Information consulting	5	credit
2. Practice				
EP 2.6	CP.2.1	Internship in minor	6	
Total amount of selective components			**30**	
PROGRAM TOTAL			**90**	

2.2. Structural and logical framework

1 year		2 year
1 Sem.	*2 Sem.*	*3 sem.*
1. Formation of professional competence		
Philosophy of information 4 cred.		
Scientific communication 6 cred.		
	Management of electronic information resources	
	2 cred.	3 cred.
Information-analytical activity 5 cred.		
Theory document-information flow 6 cred.		
Theoretical and methodological principles of library, archival and information activities		
3 cred.	5 cred.	
Strategic management of information activities		
3 cred.	2 cred.	
Custom unit 30 cred.		
2. Practice		
Manufacturing		
3 cred.	6 cred.	4.5 cred.
3. Certification		
		Preparation of master thesis 6 cred.
		Master thesis defense 1.5 cred.

II. Graduates' Certification

The certification of graduates of the educational program 029 Information, Library and Archive Science is carried out in the form of public defense of qualification master's paper in the major. Attestation of graduates is open and public .
Graduates receive standardized diploma with the qualification "**Master of information, library and archives."**

IV. Matrix of program competencies

	CSP.01	CSP.02	CSP.03	CSP.04	CSP.05	CSP.06	CSP.07	CP.1	CP.2	CA.1	ESS 1	ESS 2
GC1		●		●	●	●	●	●	●	●		●
GC2	●	●	●	●	●	●	●	●	●	●	●	●
GC3				●			●	●	●	●		●
GC4				●			●	●	●			●
GC5	●	●	●	●	●	●	●	●	●	●	●	●
GC6		●	●	●			●	●	●	●	●	●
GC7	●	●		●	●	●	●	●	●	●	●	●
GC8	●	●	●	●	●	●	●			●	●	●
PC1	●	●	●	●	●	●	●	●	●			
PC2	●	●		●	●	●	●			●	●	
PC3	●	●	●	●		●	●			●		●
PC4			●	●	●		●		●			●
PC5	●	●	●	●	●	●	●	●	●	●	●	●
PC6		●		●			●			●		●
PC7	●	●	●	●	●	●	●				●	●
PC8			●	●		●	●		●			●
PC9	●	●				●					●	●

V. Matrix of Program Educational Results (PER)

	CSP.01	CSP.02	CSP.03	CSP.04	CSP.05	CSP.06	CSP.07	CP.1	CP.2	CA.1	ESS 1	ESS 2
PER-K-1	●	●	●		●		●	●	●		●	
PER-K-2				●	●			●	●	●	●	●
PER-K-3		●	●			●	●			●	●	●
PER-K-4							●	●	●		●	●
PER-K-5	●	●		●							●	
PER-K-6		●	●			●				●	●	
PER-K-7	●		●	●	●	●		●		●		●
PER-K-8	●			●		●		●		●	●	●
PER-K-9			●				●	●			●	●
PER-K-10		●	●	●				●			●	●
PER-K-11	●				●	●	●			●	●	
PER-I-1	●	●					●	●	●	●		
PER-I-2			●	●					●			●
PER-I-3	●			●	●	●	●	●	●	●	●	
PER-I-4	●		●				●	●	●		●	●
PER-I-5		●				●					●	●
PER-I-6		●	●	●	●			●	●	●	●	
PER-I-7			●	●	●			●	●		●	
PER-I-8	●	●		●		●				●		●
PER-I-9							●					●
PER-I-10			●			●						●
PER-I-11		●				●				●	●	
PER-I-12				●			●	●	●			●