

Central Carolina Community College
Program Planning Guide
Library and Information Technology
Credential: Certificate in Library Management C55310M0

This certificate is designed for individuals interested in entering the library field, as well as those already employed in the field who desire to improve their job knowledge and skills through a selection of survey courses. Specific emphases includes a survey of libraries, library public and technical services, library management, customer service, and human resource management. Credits earned in this program may be transferred toward an Associate in Applied Science in Library and Information Science and/or a Diploma in Library and Information Science.

(No placement testing is required for this certificate program.)

Program Length: Variable based on student course load.

Career Pathway Options: Associate in Applied Science Degree in Library and Information Technology (Higher entrance standards required.)

Program Sites: Distance Education

Course Requirements for Library Management Certificate

Required Major Courses (18 SHC): C-L-SHC

LIB 110 Introduction to Libraries	3-0-3
LIB 112 Library Collection Devel. and Acquisition	2-2-3
LIB 114 Library Public Services Operations	2-2-3
LIB 215 Library Management	3-0-3
BUS 153 Human Resource Management	3-0-3
MKT 223 Customer Service	3-0-3

Total Semester Hours Credit Required for Graduation: 18