Ahmadu Bello University
Distance Learning Center

Masters in Information Management (MIM)

Post Graduate Handbook

S/N	Course	
FIRST SEMESTER COURSES		**Units**
Core Courses		
1	LIBS 887 Information Policies	2
2	LIBS 891 Information Service Personnel	2
3	LIBS 893 Research Principles and Analysis	2
4	LIBS 885 Information Consulting	2
5	LIBS 837 Project Management	2
Elective Courses		
6	LIBS 867 Database Management	2
7	LIBS 881 Multimedia Systems	2
8	LIBS 883 Online Information Industries	2
9	LIBS 897 Preservation Management	2
10	LIBS 879 Business Information Services	2
SECOND SEMESTER COURSES		
Core Courses		
11	LIBS 888 Legal Issues in Information Management	2
12	LIBS 884 Knowledge Management	2
13	LIBS 892 Organization of Information	2
14	LIBS 880 Information System Design	2
15	LIBS 894 Information Retrieval	2
Elective Courses		
16	LIBS 868 Corporate Information Centre	2
17	LIBS 882 Web System Design and Management	2
18	LIBS 886 Competitive Intelligence	2
19	LIBS 890 Human Resource Management	2
20	LIBS 896 Information Systems	2
Research		
21	LIBS 898 Research Project	6

Minimum requirements for graduation 34 Credits as follows:

Core Courses ………………………………………………………………20 Credit Units
Elective Courses ……………………………………………………………20 Credit Units
Project ………………………………………………………………………08 Credit Units
Total …………………………………………………………………………48 Credit Units

NB

Minimum Required Courses   First Semester   7 courses   = 14 CU
Minimum Required Courses   Second Semester   7 courses   = 14 CU

Synopses of Courses

Presented below are the synopses of all the courses and the Units of each course have been indicated.

LIBS 887 Information Policies   2 credits

Information policy is the set of all public laws, regulations and policies that encourage, discourage, or regulate the creation, use, storage, access, and communication and dissemination of information. It thus encompasses any other decision-making practice with society-wide constitutive efforts that involve the flow of information and how it is processed.

LIBS 891 Information Service Personnel   2 Credits.

Information Personnel Service is a course that exposes students of   personnel management to the nature, and scope of personnel management. The course defines concepts, e.g. training and development, performance appraisal, differences between salary and wages and the type of welfare expected for personnel in information centers and other organizations responsible for information management as they are available in personnel management literature. It explores how employers and organizations can relate well approaches to and finally, approaches to the management of conflicts were highlighted if conflicts arise in the course of managing the personnel.

LIBS 893 Research Principles and Analysis   2 Credits

This course will introduce you to the basics of Research Methodology. This Course is designed to expose you to the theory and practices of qualitative researches as applied in management research. In this course, you will learn to approach qualitative and quantitative research as an iterative process revolving around research problems and issues of interest to modern business executives as day to day decision makers. Emphasis is given to understanding and application of basic research concepts and principles as applied in business and management researches and activities.

LIBS 885 Information Consulting   2 Credits

 Information consulting is vital to every organization. At this information age, there is no organization, whether private or public, that can be run effectively and efficiently without hiring third party service.
There is evidence of the success of collaborations between clients and information consultants. One of the main benefits of building partnerships with clients is the creation of trust. When there is an environment of trust and accessibility, clients are likely to build goodwill for the organization by referring their colleagues to an information consultant.

LIBS 867 Database Management   **2 Credits**
This course provides a fundamental overview of the concepts, principles and techniques of modern database management systems and of database (data-driven) business application system development. The most important thing you would need to grasp from this module is the fact that database management systems make the logical presentation of database information to users possible. It is much more than just learning new functions, syntax, etc. Thus, database management systems require a logical way of thinking. This module has thus been designed to enhance your database management expertise. Even if you have gained previous database management experience, it is recommended that you go through the entire module systematically to gain some insight into the course.

LIBS 881 Multimedia Systems   **2 Credits**
The course is divided into four modules and 14 study units. It is aimed at giving the students a strong background on multimedia systems and applications. It gives an overview of the role and design of multimedia systems which incorporate digital audio, graphics and video, underlying concepts and representations of sound, pictures and video, data compression and transmission. This course equally covers the principles of multimedia authoring systems, source coding techniques, image histogram and processing.

LIBS 883 Online Information Industries   **2 Credits**
An Online Information Industry is a semester coursework of two credit units. The course is basically concerned with introducing you to industries that are basically online oriented. The course describes the different types of information industries, differentiate between information age and global information economy, identify the different information sectors, list the various types of Newspaper, Periodical, Book, and Directory Publishers industries and their core services provided by these industries, etc.

LIBS 879 Business Information Services   **2 Credits**
This course is to introduce you to the basics of information and the role of information in business as it helps the business managers in decision making and other business participants in achieving their maximum targets in business. The course is about applying information to maximise your profit in business, how information in business will assist the executives in a day to day decision making in business.

LIBS 890 Human Resource Management   **2 Credits**
Topics to be covered should include the scope, nature, methods and principles of organizational human resources management. The course could provide an overview of strategies and management practices in manpower planning techniques; Staffing; human resource training and development; performance management and systems design; Compensation designs and reward management; Career planning and employee welfare; Line and staff functions as well as the relationship between personnel department and other departments. Review of current principles and practices of human resources management in the Nigerian and global context.

LIBS 884 Knowledge Management   **2 Credits**

Knowledge management (KM) is the process of creating, sharing, using and managing the knowledge and information of an organization. It refers to a multidisciplinary approach to achieve organisational objectives by making the best use of knowledge. An established discipline since 1991, KM includes courses taught in the fields of business administration, information systems, management, library, and information sciences. Other fields may contribute to KM research, including information and media, computer science, public health and public policy. Several universities offer dedicated master's degrees in knowledge management. Many large companies, public institutions and non-profit organisations have resources dedicated to internal KM efforts, often as a part of their business strategy, IT, or human resource management departments. Several consulting companies provide advice regarding KM to these organizations.

Knowledge management efforts typically focus on organisational objectives such as improved performance, competitive advantage, innovation, the sharing of lessons learned, integration and continuous improvement of the organisation. These efforts overlap with organisational learning and may be distinguished from that by a greater focus on the management of knowledge as a strategic asset and on encouraging the sharing of knowledge. KM is an enabler of organizational learning.

LIBS 892 Organization of Information   **2 Credit**

This course information organization Provides basic understanding of the concept of information organization and information retrievals. It also explores the concept of indexing, abstracting and thesaurus as well as their roles in making information retrieval easier and finally the method through which each is being constructed.

LIBS 880 Information System Design   **2 Credits**

Systems design is the process of defining the architecture, modules, interfaces, and data for a system to satisfy specified requirements. Systems design could be seen as the application of systems theory to product development. There is some overlap with the disciplines of systems analysis, systems architecture and systems engineering.

LIBS 868 Corporate Information Centre   **2 Credits**

For an effective and ideal corporate Information centre that could be used by any company the Pharm -documentation Ring has defined (12) twelve building blocks for such corporate information centre and integrated into their functions these twelve blocks are interwoven into three main subject areas : they are Information Access, Information research , Information Technology and Knowledge Management.The topical issues contained in CIC/ICT are spread to cover wide range of CIC and ICT management issues of both government and corporate organisations.

LIBS 882 Web System Design and Management   **2 Credits**

Web System Design and Management which is a two credit unit course offered in the second semester to students of Masters in Information Management programme in Communication Technology. There are fifteen study Units in this course. There are no perquisites for studying this course. It has been developed with appropriate local and foreign examples suitable for audience.

LIBS 886 Competitive Intelligence   **2 Credits**

This course material on Competitive Intelligence will introduce you to the concepts of competitive intelligence and other related concepts to include business intelligence, market intelligence, business environment, competitive benchmarking, monitoring competitors and the place of information and knowledge management in these endeavours. The course will prepare you on how to relate competitive intelligence to information resources and services provision in the 21st century. It will equip you with the necessary knowledge of how to analyse competitors like the Internet and other sources of information that users of your services might have as option to yours.

LIBS 888 Legal Issues in Information Management   **2 Credits**

This course will explore some legal concepts and problems in applying law to cyberspace in the areas such as cybercrime, cyber jurisdiction, liability for statement, intellectual property, privacy, freedom of information and press and access to information among others. You are expected to compare what you have study here with what is obtainable in other academic institutions and contact us where necessary for possible input.

LIBS 894 Information Retrieval   **2 Credit**

The course should engage you for about 15 weeks in a semester. It is designed to provide reading material for two to three hours of study. This course does not require prior skills in any area of knowledge other than the general admission requirements. The approach at this level is to help the students to appreciate the basic characteristics of information, the need for good organisation of information, and the fundamental concepts of storage and retrieval.

LIBS 896 Information Systems   **2 Credits**

Information Systems is an academic study of systems with a specific reference to information and the complementary networks of hardware and software that people and organizations use to collect, filter, process, create and also distribute data. An emphasis is placed on an information system having a definitive boundary, users, processors, storage, inputs, outputs and the aforementioned communication networks.

LIBS 837 Project Management   **2 Credits**

Project management is the process of leading the work of a team to achieve goals and meet success criteria at a specified time. The primary challenge of project management is to achieve all of the project goals within the given constraints. This information is usually described in project documentation, created at the beginning of the development process. The primary constraints are scope, time, quality and budget. The secondary challenge is to optimize the allocation of necessary inputs and apply them to meet pre-defined objectives.