**Syllabus**

The concept of digital literacy is broad; the main issues will be introduced during the initial phase of the course, before the students arrive in Budapest. For the face-to-face week, the our subject will be divided into component aspects, which will each be explored in a series of half day sessions, using the teaching methods described above. Each half day will have a session leader(s), listed below, and will last for 2.5 hours.

1. Digital Literacy David Bawden

The meaning of this central concept will be explained, and its relation to other forms of literacy (functional literacy, computer literacy, information literacy etc.) discussed. The significance of digital literacy for the development of open societies will be outlined.

1. Information and Communication Technologies Lyn Robinson

Recent developments in computing and telecommunications technologies will be described, with regard to their role in information handling. Their current and future impact on libraries and information services, and on society in general will be discussed.

1. The Library in Society David Bawden

A historical viewpoint will first be taken, to show the central role of libraries in the communication of information and knowledge within their societies. The new forms of library which have emerged in recent years, specifically the digital library and the virtual library, will be described, with an emphasis on the continuing role of the library as an organised collection of information resources, and an active 'knowledge centre' for education, professional and commercial work, and society generally.

4. Information Resources David Bawden/Lyn Robinson

Digital and traditional information resources will be described and compared, with reference to their nature, range, and typology. Emphasis will be placed on modern methods of knowledge organisation and metadata.

5. Finding and Accessing Digital Information Lyn Robinson

A description and exemplification of search and retrieve tools and techniques will lead on to consideration of search strategies and tactics, and comparison of best practice. The relative advantages and disadvantages of Internet materials with regard to other formats will be discussed.

6. Evaluating and Organising Information Lyn Robinson/David Bawden

This session will deal with the criteria of quality for information resources, and with issues of relevance, usefulness, meaning and context. The importance of critical thinking, and the creation o frameworks of understanding for dealing with complex information will be emphasised.

7. Digital Information in Libraries Martin Svoboda

Contemporary use of technology in libraries, including automated library management systems, document delivery and copyright issues.

8. Training the Trainer Tibor Koltay/Lyn Robinson

Ways of teaching and promoting digital literacy, and the effective use of technology for both local and remote education. Current programs and examples.

9. Libraries and Librarians in the Digital Age David Bawden/Lyn Robinson

This section will draw together the ideas put forward in our other sessions, and set them within the context of librarianship today, highlighting new roles and issues. These will include: freedom of information, privacy and data protection, copyright and intellectual property, information overload and knowledge management. The role of the library in the promotion of an open society will be reintroduced and re-emphasised.

10. Professional Visits

Participants will have the opportunity to visit one or more libraries in Budapest, to observe current practice and facilities.

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