

# Master of Information Studies 2014

Victoria Business School  
Oruariki

**KNOW YOUR MIND**

# Master of Information Studies graduates

## Library website manager:

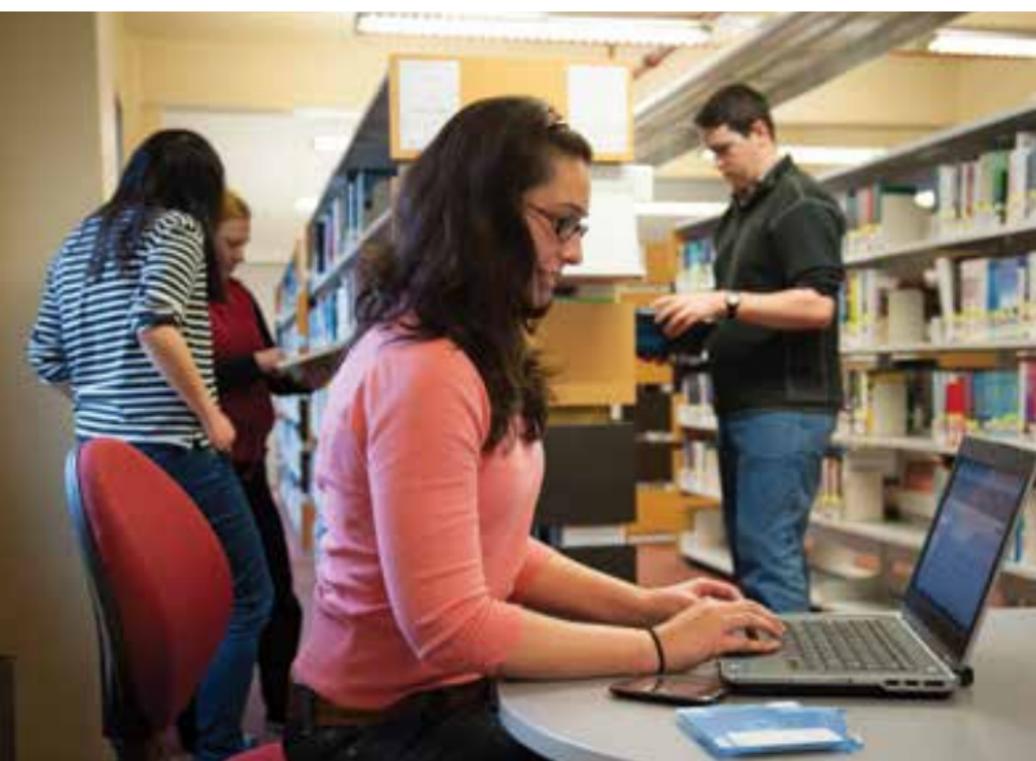
“The courses are challenging. Over the year I developed several web pages and a model digital library, designed my own information brokerage service, created a database and completed an original research project investigating success factors in implementing and managing self-issue machines in public libraries.”

## Electronic services librarian:

“I was able to study from my home town, Palmerston North, in a place and at a time that suited me.”

## e-Research development coordinator:

“Connecting people with the information and tools that they need to reach their professional and personal goals is what it is all about.”



# Information Studies

Throughout the world, a Master's degree has become the standard professional qualification in information professions such as corporate information management, library and archives management and many other information-related activities in both the private and public sectors.

To help meet this growing demand, Victoria's School of Information Management offers the Master of Information Studies (MIS).

We also offer a Diploma in Information Studies and a Certificate in Information Studies at the postgraduate level.



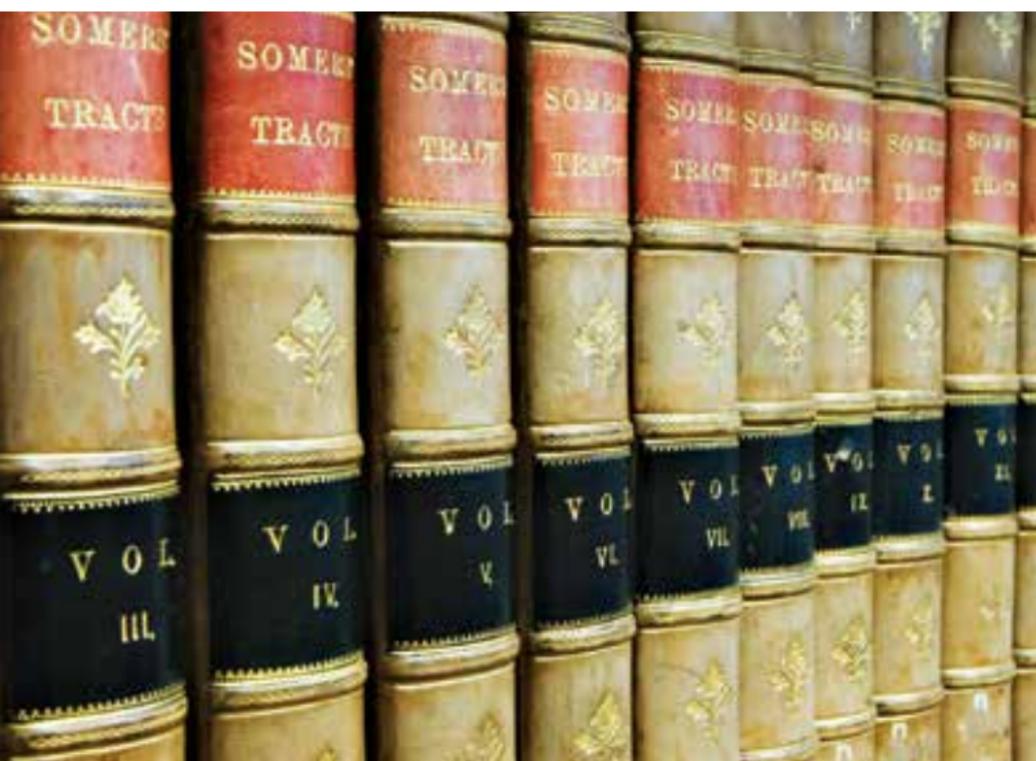
# Information Studies programmes

In the modern knowledge economy the use of information as a key resource continues to increase. The demand for people with the ability to identify relevant information, retrieve, organise and transfer it to those who need it will continue to grow in organisations of all kinds.

Working with information resources will often be done within archives, libraries, museums and the like, though other types of organisations also need information managers. Typical job titles include records manager, librarian, web content manager, archivist, knowledge manager, and school media specialist.

For those who wish to enter the information professions, the School of Information Management offers three programmes of study at Master's, postgraduate diploma and postgraduate certificate levels. Anyone working in the information professions requires a core body of knowledge, so our programmes have generic content that prepares students for all types of information management. The strong technology base in the curriculum serves students well in a dynamic and ever-changing work environment.

If you are looking for a new challenge in a career that is perfectly matched to the needs of the modern economy, then enrolling in an Information Studies programme could be the start you need.



# School of Information Management

Victoria's School of Information Management is the only one in New Zealand teaching Information Studies at postgraduate level. It has gained an excellent international reputation since it was established in 1996.

Our teaching staff are leading academics in their field, actively contributing research to international publications. Seminar classes are kept small to maintain a high staff-student ratio and the School is equipped to oversee the learning needs and welfare of distance and international students.

The School has modern information technology, with internet conferencing facilities, a well-equipped computer lab and a range of multimedia applications. Students learn to exploit the potential of online resources throughout New Zealand and the world.



# Courses in Information Studies

The courses for the information studies qualifications are listed below. All courses are worth 15 points, with the exception of INFO 580 Research Project, which is worth 30 points.

<b>INFO 520</b>	Information and Society
<b>INFO 521</b>	Management in Information Services
<b>INFO 523</b>	Information Resources and Client Services
<b>INFO 525</b>	Digital Technologies for Information Professionals
<b>INFO 527</b>	Representing and Organising Information in Context
<b>INFO 528</b>	Research Methods for Information Management Environments
<b>INFO 530</b>	Māori Information Sources
<b>INFO 531</b>	Resources for New Zealand Studies
<b>INFO 532</b>	Health Information
<b>INFO 533</b>	Services to Specific Groups
<b>INFO 534</b>	Archival Systems
<b>INFO 535</b>	Managing Current Records
<b>INFO 536</b>	Books and the Information Society
<b>INFO 538</b>	Practicum (prerequisite: 60 INFO points at 500 level)
<b>INFO 540</b>	Preservation Management in Libraries and Archives
<b>INFO 541</b>	Electronic Publishing Issues and Opportunities
<b>INFO 542</b>	Management of Library Services
<b>INFO 543</b>	Digital Curation
<b>INFO 544</b>	Online Searching
<b>INFO 545</b>	Advanced Information Technology for Information Managers
<b>INFO 546</b>	Bibliographic Organisation
<b>INFO 547</b>	Managing Digital Collections
<b>INFO 551–54</b>	Approved Course of Study (with permission of Head of School)
<b>INFO 560–61</b>	Special Topics (as available)
<b>INFO 580</b>	Research Project—30 points (prerequisite: INFO 528)

Students are able to select courses that suit their own preferred study and career paths. All information studies qualifications can be earned with an endorsement of either LIBS (library science) or ARCR (archives and records management), if they include the appropriate courses. The requirements and endorsements for specific courses of study are listed below.

### **Master of Information Studies (180 points)**

- Completion of INFO 520, 521, 527, 528 and 580
- Six courses from INFO 523, 525, 530–579
- Endorsement of Master of Information Studies (LIBS) will require completion of INFO 523 and 525
- Endorsement of Master of Information Studies (ARCR) will require completion of INFO 534 and 535

### **Postgraduate Diploma in Information Studies (120 points)**

- Completion of INFO 520, 521, 527
- Five additional 500-level INFO courses
- Endorsement of PGDipIS (LIBS) will require completion of INFO 523 and 525
- Endorsement of PGDipIS (ARCR) will require completion of INFO 534 and 535

### **Postgraduate Certificate in Information Studies (60 points)**

- Completion of INFO 520
- Three additional 500-level INFO courses
- Endorsement of PGCertIS (LIBS) will require completion of INFO 523 and 525
- Endorsement of PGCertIS (ARCR) will require completion of INFO 534 and 535

## A choice of study mode

Students can study either on campus in Wellington or by distance from other centres.

The content of courses and assignments is the same for all Information Studies students whether they are studying on campus or by distance. The only difference lies in the method of delivery of the interactive sessions.

For students in Auckland, some core courses are taught at a central city location, using a combination of classes with local tutors, internet conferencing and visits from lecturers. Classes are in the evenings and on Saturdays.

All distance students outside Auckland, and those Auckland-based students taking elective courses will have weekly internet conference sessions for each course.

All distance learning is supported by interaction between staff and students using the internet, email and telephone.

Victoria University's Library offers a special distance service to students and will supply books and articles on request.

## How to apply

Domestic students may apply for entry to the programme online, at [www.victoria.ac.nz/enrol](http://www.victoria.ac.nz/enrol). You will be asked to provide an academic transcript, a letter written by you supporting your application, and the names of two referees. International students should apply through Victoria International. For more information see [www.victoria-international.ac.nz](http://www.victoria-international.ac.nz)



# Entry requirements

## Master of Information Studies

A candidate for the MIS degree shall normally\* have completed a New Zealand Bachelor's degree with Honours, or a Master's degree or an equivalent degree and been accepted by the Programme Director of Information Studies programmes as capable of proceeding with the proposed course of study.

- \* The requirement for an Honours degree or higher may be waived by the Associate Dean (Students) for a candidate who has completed a New Zealand Bachelor's degree or an equivalent degree, and has had extensive practical, professional or scholarly experience of an appropriate kind.

## Postgraduate Diploma in Information Studies and Postgraduate Certificate in Information Studies

A candidate for the Postgraduate Diploma in Information Studies or the Postgraduate Certificate in Information Studies shall normally\* have completed a New Zealand Bachelor's degree or equivalent degree, and been accepted by the Programme Director as capable of proceeding with the proposed course of study.

- \* The requirement for a Bachelor's degree may be waived by the Associate Dean (Students) for a candidate who has had extensive practical, professional or scholarly experience of an appropriate kind.



## Workload

Full-time students can expect the workload to be equivalent to a 50-hour working week for a full 12-month year. Part-time work while studying full time is not recommended as it could create excessively heavy demands on your time. Part-time students can expect to study 12.5 hours a week per course and are not expected to be in full-time employment.

## Fees and scholarships

For information on fees, please visit [www.victoria.ac.nz/fees](http://www.victoria.ac.nz/fees) or contact the Student Fees Coordinators, Central Student Administration, phone 0800 VICTORIA (0800 842 864), email [student-finance@vuw.ac.nz](mailto:student-finance@vuw.ac.nz)

A number of scholarships and prizes are available to Information Studies students. For more information refer to the *Information Studies Postgraduate Prospectus* or contact Victoria's Scholarships Office, phone 04-463 5113 or visit [www.victoria.ac.nz/scholarships](http://www.victoria.ac.nz/scholarships)

## Other graduate programmes

The School also offers the Master of Information Management as well as MA and PhD degree programmes in Library and Information Studies. The MA is by thesis or by coursework and thesis, offering the opportunity for more in-depth research than is possible in the MIS programme.



# Careers for Māori

By helping others to have the widest possible access to information, a career in the world of information can be extremely exciting and fulfilling.

As a graduate in Information Studies with a focus on Māori information resources, you will find yourself ideally placed to gain high-level employment with iwi organisations, large-scale Māori business ventures, Māori education and information initiatives, Waitangi Tribunal research and in many government departments and agencies.

This includes work in tourism, education, health and social welfare, as well as in the traditional sources of employment for Information Studies graduates—libraries and information centres, archives and in industry generally, with library systems vendors and as information managers.

Māori librarians and information managers have their own network, Te Rōpū Whakahau/Māori in Libraries and Information Management, which helps promote Māori interests and supports Māori staff in libraries and other information services.



More information is available at  
[www.victoria.ac.nz/mis](http://www.victoria.ac.nz/mis)

To receive a prospectus or find out how to apply for the  
MIS, PGCertIS or PGDipIS programmes please contact:

### **School of Information Management**

Victoria University of Wellington

PO Box 600, Wellington

Level 5, Rutherford House, Pipitea Campus

New Zealand

Phone +64 4-463 5103

Fax +64-4-463 5446

Email [sim@vuw.ac.nz](mailto:sim@vuw.ac.nz)

### **Victoria Business School**

Faculty of Commerce

Student and Academic Services

Level 1, Railway West Wing, Pipitea Campus

Phone +64-4-463 5376

Email [fcom-sas@vuw.ac.nz](mailto:fcom-sas@vuw.ac.nz)

Website [www.victoria.ac.nz/vbs](http://www.victoria.ac.nz/vbs)

International students should contact:

### **Victoria International**

Phone +64-4-463 5350

Fax +64-4-463 5056

Email [victoria-international@vuw.ac.nz](mailto:victoria-international@vuw.ac.nz)

Website [www.victoria-international.ac.nz](http://www.victoria-international.ac.nz)