Course descriptions

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COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-004/16/16	**Course title:** Academic Writing

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 2.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 71

A	B	C	D	E	FX
23,94	30,99	12,68	11,27	9,86	11,27

Lecturers: PhDr. Ľudmila Hrdináková, PhD., Mgr. Annamária Brijáková, Mgr. Zuzana Struháriková, PhD.

Last change: 04.11.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-072/21	**Course title:** Accessibility of Digital Products and Services

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3
Recommended semester: 6.
Educational level: I.
Prerequisites:
Course requirements: Assessment during semester: active participation at the exercises, practical outputs according to particular assignments, final project in the form of an evaluation of a web page / application accessibility and proposed solutions to the problems. In the examination period: practical output of the course and its presentation Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A The teacher will accept a maximum of two absences in case they are supported with relevant documentation. Scale of assessment (preliminary/final): 60/40
Learning outcomes: Students understand the concept of accessibility of information as one of the fundamentals of inclusive society. They are able to comprehend various aspects of users' disabilities and solutions of getting electronic information and services accessible to all users. On the basis of relevant legislation and standards, they are able to apply various methods and approaches of evaluating accessibility of electronic documents and services. The know not only how to evaluate the level of accessibility but also how to design strategies and specific solutions for overcoming identified digital barriers.
Class syllabus: • Groups of disabled users • Types of disabilities and their dimensions from the viewpoint of accessibility • Digital barriers and assistance technologies • Legislative environment – standards and norms • Semantic structure of digital objects, significance of metadata for accessibility • Semantic marks in HTML • WCAG rules and their application • Automated and semi-automated tools for web page and digital documents accessibility evaluation • Methodological apaproaches to accessibility evaluation • Accessibility of web applications and WAI-ARIA information systems • Mobile applications accessibility • Issue of accessibility in academic environment • Development of accessible digital documents
Recommended literature:

2016. Smernica Európskeho parlamentu a Rady (EÚ) 2016/2102 z 26. októbra 2016 o prístupnosti webových sídel a mobilných aplikácií subjektov verejného sektora (Text s významom pre EHP) [online]. 2. december 2016. [cit. 16.3.2021]. Dostupné na: http://data.europa.eu/eli/dir/2016/2102/oj/slk

2018. Vykonávacie rozhodnutie Komisie (EÚ) 2018/1523 z 11. októbra 2018, ktorým sa stanovuje vzorové vyhlásenie o prístupnosti v súlade so smernicou Európskeho parlamentu a Rady (EÚ) 2016/2102 o prístupnosti webových sídel a mobilných aplikácií subjektov verejného sektora (Text s významom pre EHP) [online]. 12. október 2018. [cit. 16.3.2021]. Dostupné na: http://data.europa.eu/eli/dec_impl/2018/1523/oj/slk

2019a. Smernica Európskeho parlamentu a Rady (EÚ) 2019/882 zo 17. apríla 2019 o požiadavkách na prístupnosť výrobkov a služieb (Text s významom pre EHP) [online]. 7. jún 2019. [cit. 16.3.2021]. Dostupné na: http://data.europa.eu/eli/dir/2019/882/oj/slk

2019b. Zákon o informačných technológiách vo verejnej správe a o zmene a doplnení niektorých zákonov [online]. 27. marec 2019. [cit. 16.3.2021]. Dostupné na: https://www.slov-lex.sk/pravne-predpisy/SK/ZZ/2019/95/

REGEC, Vojtech, 2016. Hodnotenie e-Prístupnosti v kontexte zrakového postihnutia na vysokých školách v Českej a Slovenskej republike. B.m.: Univerzita Palackého v Olomouci. ISBN 978-80-244-5104-6.

REGEC, Vojtech a Milan REGEC, 2014. Digital Barriers for Students With Visual Impairments at Universities in the Slovak Republic. 2014, s. 9.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: Mgr. Milan Regec, PhD.

Last change: 25.06.2022

Approved by:

STATE EXAM DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-900/15	**Course title:** Bachelor's Degree Thesis Defence

Number of credits: 12

Educational level: I.

Course requirements:
The student must submit the bachelor's thesis within the deadline specified in the schedule of the current academic year for the relevant date of the state exam. The bachelor thesis is submitted in electronic form via AIS. The work must meet the parameters determined by the internal quality system of Comenius University. The provisions of Article 14 of Internal Regulation no. 5/2020 (Study Regulations of the Faculty of Arts of Comenius University) apply to the evaluation of the bachelor's thesis.

The supervisor of the final thesis and its opponent will prepare evaluations of the bachelor's thesis and propose a grade in the A-FX grading scale, which the student receives a minimum of three working days before the defence.

Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A

Bachelor thesis evaluation criteria:

1. The contribution of the bachelor's thesis, the fulfilment of the goals of the thesis in its assignment, and the requirements for the content of the bachelor's thesis given by the internal quality system of Comenius University. The following is assessed: demonstration of knowledge and skills, ability to work creatively in the study program, ability applied in the collection, interpretation, and processing of basic scientific literature; in the case of an empirically oriented bachelor's thesis also mastering the application of theoretical principles in practice and verifiability of hypotheses.

2. Originality of the work (bachelor thesis must not be plagiarized, must not infringe the copyrights of other authors); the documentation for the defence of the bachelor's thesis also includes protocols of originality from the CRZP and Theses systems, to the results of which the thesis supervisor and the opponent express their opinions in their evaluations.

3. Correctness and accuracy of citation of used information sources, research results of other authors and group authors, correctness of the description of methods and working procedures of other authors or group authors.

4. Compliance of the structure of the bachelor's thesis with the prescribed composition defined by the internal quality system of Comenius University.

5. Respecting the recommended length of the bachelor's thesis (the recommended length of the bachelor's thesis is usually 30 – 40 standard pages = 54,000 to 72,000 characters, including spaces), the adequacy of the length of the thesis is assessed by the thesis supervisor.

6. Linguistic and stylistic level of work and formal adjustments.

The student orally presents the content, achieved goals, and conclusions of the bachelor's thesis, and answers the questions and comments of the thesis supervisor, opponent, or members of the examination committee. The committee will comprehensively evaluate the quality of the bachelor's thesis, assess the method and form of defence, and the student's ability to adequately respond to comments and questions from the evaluations of the thesis supervisor and the opponent. The student receives their final grade based on the average of the assessment of the thesis supervisor and opponent from their evaluations, and the assessment of the examination committee.

Scale of assessment (preliminary/final): 100/0

Learning outcomes:
The student has mastered the basic requirements of writing a scientific text in compliance with the rules of academic ethics, is able to work creatively in the field of study in which he completed the study program, and has adequate knowledge and understanding of the relevant issues. The student can apply his skills in the collection, interpretation, and processing of basic scientific literature, or even in its application in practice, or has the ability to solve a partial task related to the focus of the bachelor's thesis. After a successful defence of the bachelor's thesis, the student is able to logically deal with the theoretical background of the bachelor's thesis and respond to questions relating to the relevant issues.

Class syllabus:
1. The student presents the bachelor's thesis in front of the committee for state exams, the opponent of the bachelor's thesis, and those present.
2. The student responds to comments and questions in the evaluations.
3. The student responds to the questions of the committee for state exams or the questions in a broader debate.

State exam syllabus:

Recommended literature:
• LICHNEROVÁ, L. Písanie a obhajoba záverečných prác [online]. Bratislava:
Univerzita Komenského, 2016 [cit. 2016-10-09]. Available at: http://stella.uniba.sk/texty/
LL_pisanie_obhajoba_zaverecne_prace.pdf
• Vnútorný predpis č. 5/2020 [online]. Univerzita Komenského v Bratislave,
2015 [cit. 2021-09-09]. Available at: https://uniba.sk/fileadmin/ruk/
as/2020/20200527/04a_Studijny_poriadok_FiF_UK.pdf
• Záverečné práce [online]. Univerzita Komenského v Bratislave, Filozofická fakulta, 2020 [cit. 2021-08-09]. Available at: https://fphil.uniba.sk/studium/student/bakalarske-a-magisterske-studium/zaverecne-prace/

Languages necessary to complete the course:
Slovak

Last change: 14.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-019/15	**Course title:** Bachelor's Degree Thesis Seminar

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 1 **per level/semester:** 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
Written assignment in the credits assignment week of the semester: submission of selected parts of the bachelor's thesis, which meet the formal and content requirements for bachelor's theses given by the internal quality system of Comenius University (15 points). The following is evaluated: the formatting of the cover, title page, bibliographic reference of the abstract, table of contents, and five bibliographic references in the list of bibliographic references of the bachelor's thesis.
Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student has mastered the basic requirements of writing a scientific text in compliance with the rules of academic ethics. The student masters the theory of citing and referencing used sources and has skills in creating bibliographic references and citations. The student understands the principles of what makes up the formal and content side of the bachelor's thesis depending on the internal quality system of Comenius University. He understands the causes of plagiarism, know its various types, and can avoid them. The student has sufficient information competencies to acquire, process, and interpret basic scientific literature.

Class syllabus:
1. Theory of citing and referencing used sources (basic terms, standards).
2. Creation of bibliographic references (standard, electronic, non-book documents).
3. Citation techniques.
4. Reference management software (types, functions, restrictions).
5. Academic ethics and integrity, plagiarism, types of plagiarism.
6. Main principles of creating a scientific text (creating both the content and formal sides, problems).
7. Formal adjustments of the thesis
8. Main parts of the thesis: table of contents, sequence of parts, writing (preface, abstract, introduction, conclusion).
9. Requirements for the thesis according to the internal quality system of Comenius University.
10. Basic requirements for submitting the thesis.

11. Basic requirements for the defence the thesis.

12. The most common problems of creating the thesis (using specific examples of submitted bachelor's theses).

Recommended literature:

• Informačná a mediálna gramotnosť [online]. Filozofická fakulta UK; Akademická knižnica UK, 2015 [cit. 2020-08-13]. Available at: https://midas.uniba.sk/

• LICHNEROVÁ, Lucia: Písanie a obhajoba záverečných prác: vysokoškolské skriptá pre študentov Univerzity Komenského v Bratislave [online]. Bratislava: Stimul, 2016 [cit. 2019-01-09]. Available at: stella.uniba.sk/texty/LL_pisanie_obhajoba_zaverecne_prac.pdf

• LICHNEROVÁ, Lucia a Ľudmila HRDINÁKOVÁ. Ako dodržať akademickú etiku pri písaní vedeckých a odborných textov? In: Naša univerzita. 2020, roč. 67, č. 1, s. 62-65. ISSN (print) 1338-4163. Available at: https://uniba.sk/fileadmin/ruk/nasa_univerzita/ NU2020-21/201021_Nasa_univerzita_1_20-21.pdf

• Vnútorný predpis č. 5/2020 [online]. Univerzita Komenského v Bratislave, 2015 [cit. 2021-09-09]. Available at: https://uniba.sk/fileadmin/ruk/ as/2020/20200527/04a_Studijny_poriadok_FiF_UK.pdf

• Záverečné práce [online]. Univerzita Komenského v Bratislave, Filozofická fakulta, 2020 [cit. 2021-08-09]. Available at: https://fphil.uniba.sk/studium/student/bakalarske-a-magisterske- studium/zaverecne-prace/

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 55

A	B	C	D	E	FX
47,27	40,0	10,91	0,0	1,82	0,0

Lecturers: doc. Mgr. Lucia Lichnerová, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-001/19	**Course title:** Basics in Academic Writing

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 5

Recommended semester: 2.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-004/16/16

Course requirements:
Preparation of practical assignments connected with course topics. Student is to deliver all the following assignments:
1. Identification and correction of syntactic, morphological and compositional errors in academic texts (10 points)
2. Practical assignment - demonstrating of methodological aspects on chosen or own research (20 points)
3. Practical assignment - formal formatting of academic text in text editor (15 points)
4. Practical exercise (test / 5 tasks) connected to citing (15 points)
5. Preparation of arguments to 3 thesis in the text, also 1 counterargument needs to be stated to the thesis (10 points)
6. Identification of relevant resources which can be potencially used in academic paper (thesis). Students will determine which information resources are suitable for use in academic paper or thesis depending on their proficiency and form. Their desicion will be following substantiated. (10 points)
7. Practical assignment on paratexts and excerption. (20 points)
Overall course evaluation (in %):
100-92: A
91-84: B
83-76: C
75-68: D
67-60: E
59-0: FX
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students have basic knowledge of individual forms of academic written expression in terms of content and form. Students have practical skills in the field of academic writing. They understand the differences between popular and scientific text. They are able to avoid the most common mistakes when writing scientific text.

Class syllabus:
Academic writing, scientific writing (characteristics, types).
Scientific text ((characteristics, planning, requirements,development, problems).
Paratexts of the scientific text (foreword, introduction, conclution).
Methodology, methods, hypothesis, research topic formulation, research problem and questions formulation.
Information and data resources for academic work (scientific vs. popular data, primary and secondary resources).
Citing a plagiarism.
Excerping, synopsis, anotated research, academic anotation, abstract, sumarization.
Research paper. Argumentation, essay.
Academic text redaction and formatting.

Recommended literature:
LICHNEROVÁ, L. Písanie a obhajoba záverečných prác: vysokoškolské skriptá pre študentov Univerzity Komenského v Bratislave [online]. Bratislava: Stimul, 2016 [cit. 2018-09-09].
Dostupné na: stella.uniba.sk/texty/LL_pisanie_obhajoba_zaverecne_prace.pdf
MEŠKO, Dušan, Dušan KATUŠČÁK a Ján FINDRA. Akademická príručka. Martin: Osveta, 2006. ISBN 80-8063-219-7.
STAROŇOVÁ, K. Vedecké písanie: ako písať akademické a vedecké texty. Martin: Osveta, 2011. ISBN 978-80-8063-359-2.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 168

A	B	C	D	E	FX
27,98	24,4	14,88	9,52	10,12	13,1

Lecturers: doc. PhDr. Pavel Rankov, PhD., PhDr. Ľudmila Hrdináková, PhD., Ing. Miriam Ondrišová, PhD., Mgr. Annamária Brijáková, Mgr. Miroslava Pastierová, PhD., Mgr. Zuzana Struháriková, PhD., prof. PhDr. Jaroslav Šušol, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KFDF/A-AboFI901/15	**Course title:** Basics in Philosophy

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 4

Recommended semester: 2.

Educational level: I., II.

Prerequisites:

Course requirements:
100%, oral presentations, final test
Scale of assessment (preliminary/final): preliminary 100%

Learning outcomes:
Acquiring the basic orientation in philosophiocal problems, mastering the conceptual tools used in philosophical disciplines and the conceptual basis of social sciences and humanities. Understanding the key philosophical problems and their solutions. Developing the skills of critical reflecion on current issues concerning human development from philosophiocal perspective.

Class syllabus:
Philosophy in the system of cultural ctivities. Historical transformations of the problem fileds of philosophy and the paradigms of Europen philosophical thinking. Philosophy and science. The nature e and methods of philosophy, philosophical argumentation. Philosophical disciplines and schools.
Conceptual apparatus of philosophy as the basis of the social sciences and humanities. Key problems of philosophy and various ways of their
thematisation (the problem of knowledge and science, the mind/body problem, the issue of language, the problem of morality and moral standards, the issue of justice).

Recommended literature:
LIESMANN, K.- ZENATY, G.: O myšlení. Olomouc 1994.
HOLLIS, M.: Pozvání do filosofie. Brno 2001.
POPKIN, R. H., STROLL, A.: Filozofie pro každého. Praha 2000.
PEREGRIN, J: Filozofie pro normální lidi. Praha 2008.
NAGEL, T.: Čo to všetko znamená. Stručný úvod do filozofie. Bradlo, Bratislava 1991.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution Total number of evaluated students: 565						
A	ABS	B	C	D	E	FX
40,18	0,0	29,03	17,52	6,55	3,72	3,01

Lecturers: prof. PhDr. Emil Višňovský, CSc., doc. PhDr. Mariana Szapuová, CSc., Mgr. Adam Greif, PhD., Mgr. Zuzana Zelinová, PhD.

Last change: 02.04.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-059/21	**Course title:** Basics of Literary Communication

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 2.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-028/15

Course requirements:
Course requirements 100% during the semester: 2 seminar works 15 + 15 points, electronic (internet) presentation of a particular Slovak fiction book as a topic of one seminar work, class presentation - 15 points, other avtivities - 15 points, written test - 25 points.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
Sample topic of the seminar work: How to write a review of a fiction book
Sample topic of the class presentation: Slovak literary magazines today: content and structure, The most important literary awards in the Slovak Republic today, Web service / community Goodreads: technology and functions
The written test: in the last third of the semester
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Learning outcomes:
The student has the knowledge necessary for creative participation in processes and institutions of literary communication, like publishers, libraries, non-profit sector. He/she will have the skills for creative participation in projects of literary competitions, festivals, presentations and promotional events. He/she has mastered the skills needed to work with readers of fiction books in a public library.

Class syllabus:
Class syllabus:
1. Society and art: specifics of literature as art. 2. Model and structure of the process of literary communication. 3. Literature in society: author and reader as social entities. 4. Literature and reality: depiction of reality in literature, literary text and its social effect. 5. Model reader and empirical reader, model author and empirical author. 6. The process of distributing a literary work: bookstore, book market and marketing. Bestseller and classic. 7. The process of evaluating a literary work:

literary criticism. 8. Literary magazines and literature in the mass media. 9. Literary competitions, literary clubs, literary prizes. 10. Film adaptation of a book as a type of literary metacommunication. 11. Literature on the Internet. New media and new possibilities of literary communication. 12. Public library literature and services: events, supporting materials. 13. Teamwork: Implementation of a specific activity for a public library

Recommended literature:
Recommended literature (these or any other edition/translation of the titles):
ECO, U. Lector in fabula. Role čtenáře aneb interpretační kooperace v narativních textech. Praha: Academia, 2010. ISBN 978-80-200-1828-1
ECO, U. Meze interpretace. Praha: Karolinum, 2009. ISBN 978-80-246-0740-5
HAMAN, A. Literatura z pohledu čtenářů.. Praha : Čes. spisovatel, 1991. ISBN 80-202-0281-1
LESŇÁK, R. Horizonty čitateľskej kultúry. Bratislava: Slov. spisovateľ, 1991. ISBN 80-220-0104-X RAKÚS, S. Medzi látkou a témou. Levoča: Modrý Peter, 2011. ISBN978-80-89545-049
ŠTOCHL, M. Teorie literární komunikace. Praha: Akropolis, 2005. ISBN 80-86903-09-5
TRÁVNÍČEK, J. Čtenáři a internauti. Brno: Host, 2011. ISBN 978-80-7294–515-3

Languages necessary to complete the course:
Languages necessary to complete the course: Slovak
For class readings also Czech and English.

Notes:

Past grade distribution
Total number of evaluated students: 72

A	B	C	D	E	FX
45,83	16,67	18,06	9,72	4,17	5,56

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-064/21	**Course title:** Basics of Programming

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:
Attendance and participation– A maximum of two absences with documentation are accepted.
Assignments during the semester (max. of 100 points):
- 5 assignments (5 x 20 points)
- Students will also have unassessed assignments to practice the content of lectures.
All parts of the evaluation are mandatory. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
• A 100% - 92%
• B 91% - 84%
• C 83% - 76%
• D 75% - 68%
• E 67% - 60%
• FX 59% - 0%
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After completing the course, the student understands the basic concepts in the field of programming (data structure, cycle, condition, variable, function, etc.) and can use them in practice in creating programs. She/he has an overview of problem-solving methods, the process of algorithm design and its practical implementation in the programming language Python.

Class syllabus:
1. Basic principles of computers, programming languages, program, the relationship between computers and programs.
2. Python development environment.
3. Data types, variables, arithmetic operations, and expressions
4. Program design and structure, basic algorithms
5. Conditions, logical operators
6. Cycles
7. Text strings

8. Working with files
9. Data collections - lists, dictionaries
10. Functions
11. Graphics

Recommended literature:
DOWNEY, Allen, et al. Think Python: How to Think Like a Computer Scientist - 2e. Green Tea Press, 2012. ISBN 13: 9781491939369. Available at: https://greenteapress.com/wp/thinkpython-2e/
Useful resources and tutorials from the site: https://python.cz/zacatecnici/

Languages necessary to complete the course:
Slovak; knowledge of English (B1 level) is required to work with the recommended literature.

Notes:

Past grade distribution
Total number of evaluated students: 12

A	B	C	D	E	FX
8,33	16,67	16,67	0,0	33,33	25,0

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 25.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-003/16/16	**Course title:** Book Design and Book Illustration

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
during the semester: 2 written tests (40 points); b) 4 practical assignments (40 points): 1) analysis of book design of one title of children's and young adult (YA) literature, analysis of book illustrations of (one) title of children's and YA literature, scenario of an event connected with book illustration, scenario (methodical sheet/worksheet) for an activity with book illustration.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student knows the aspects and principles of book design and book illustration and has basic skills in evaluating and designing book titles (for children, YA and adult readers). The student has basic information about the main functions of book illustration and has an overview of important illustrators. The student has knowledge, motivation, and inspiration for working with books and book illustrations at literary events. The student has basic skills in evaluating illustration in children's literature and basic skills to work with book illustration and children's readers.

Class syllabus:
1. Book design as an element of aesthetics of literary work. The beginnings of book illustration in children's literature.
2. Components of book design. Features of book illustration in a children's book. Aspects of book illustration (for children): adequacy, aesthetics, artistry, closeness to (children's) perception, cognitive aspect of illustration, timelessness (as the opposite of popularity), dynamics of illustration.
3. Approaches to (children's) illustration. Book illustration and aesthetic education of a child.

4. Book illustration and text compliance requirement / symbiosis of story and illustration. Book illustration as part of a work of art. Typology of children's books.

5. Book illustration as learning about the world (picture in a book for the little ones, picture books). Children's poetry and illustration. Fairy tale and illustration.

6. Humour in illustration. Horror and mystery in illustration. Attributes of illustration in educational literature.

7. Modern media and book illustration. BIB (BIENNIAL OF ILLUSTRATIONS BRATISLAVA)

8. Picture series, comics.

9. Use of book illustration in education.

10. Selected illustrators (Vodrážka, Benka, Fulla, Hložník, Smetana, Miler, Sekora, Pilař, Zmatlíková, Trnka, Born)

11. Contemporary illustrators (Ľubo Paľo, Peter Uchnár, Adela Režná, Martina Králová - Matlovičová, Dušan Kállay, Miloš Kopták, Fero Lipták)

Recommended literature:
1. 10 brilliant book illustrations that you need to check out right now [online]. BookTrust, 2019 [cit. 2020-12-18]. Available at: https://www.booktrust.org.uk/news-and-features/features/2019/january/10-brilliant-book-illustrations-that-you-need-to-check-out-right-now/

2. Beloved Children's Book Illustrators [online]. Swann Galleries [cit. 2020-12-18]. Available at: https://www.swanngalleries.com/news/illustration-art/2020/11/beloved-childrens-book-illustrators/

3. Ilustrátoři – Česko. In: Čítárny – Příběhy, knihy, lidé [online]. Citarny (c), 2001-2021 [cit. 2020-12-18]. Available at: https://www.citarny.cz/autori-knihy/ilustratori-cesko

4. Ilustrátoři ve světě In: Čítárny – Příběhy, knihy, lidé [online]. Citarny (c), 2001-2021 [cit. 2020-12-18]. Available at: https://www.citarny.cz/autori-knihy/ilustratori-ve-svete

5. KEPŠTOVÁ, Ľubica. Slovenská detská kniha. Bratislava: Literárne informačné centrum, 2008. ISBN 978-80-89222-57-5

6. Zoznam autorov – Ilustrátor [online]. Literárne informačné centrum, 2003 – 2021 [cit. 2020-12-18]. Available at: https://www.litcentrum.sk/zoznam-autorov/ilustratori

Languages necessary to complete the course:
Languages necessary to complete the course: Slovak

Notes:

Past grade distribution
Total number of evaluated students: 12

A	B	C	D	E	FX
83,33	16,67	0,0	0,0	0,0	0,0

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-011/15	**Course title:** Books and Libraries History

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 2., 4.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester (30 points): a paper about a selected issue in the field of history of book and libraries
b) in the examination period: written test (70 points). The student will be admitted to the test only with a minimum of 10 points from continuous evaluation. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 30/70

Learning outcomes:
After successfully completing the course, the student has knowledge of the development of various types of writing, writing materials and writing implements as a basic prerequisite for the origin and development of book culture. He has knowledge of the circumstances of the creation of manuscript and printed books, can identify the social functions of the book and the basic design elements of codes and incunabula. He knows the social circumstances of the origin of libraries in various social stages from antiquity to the 20th century (Europe, Slovakia). He has a basic knowledge of the origin and development of library theory in Slovakia until the first half of the 20th century.

Class syllabus:
Class syllabus:
1. Predecessors, origin and development of writing. Prerequisites for the creation of text, fonts and organized book collections. Writing materials (archaeological, transitional and paleographic) and writing implements.
2. Manuscript book (code) - origin, construction, design, writing art. Codes and Slovakia.
3. Predecessors of book printing, discovery and distribution of book printing in Europe. The most important European first printers and their championships.

4. Incunabula in Slovakia and with Slovak relations.
5. Book culture and libraries in antiquity: Mesopotamia, Egypt, ancient Greece and Rome, Byzantine Empire.
6. The beginnings of Christian libraries. Libraries in the European Middle Ages. Book culture and libraries in the Middle Ages in today's Slovakia. Literature of Great Moravia.
7. Libraries in the period of humanism and renaissance. Italian and French Renaissance and libraries
8. History of libraries in the modern age in Slovakia. Book culture and libraries during the Enlightenment. Church, monastery, school and aristocratic libraries in the 17th - 19th century.
9. Learned societies and their libraries.
10. Important book collectors. Matica slovenská and Slovak National Library
11. Development of libraries and librarianship in Czechoslovakia in the years 1918-1938.
12. The beginnings of library theories in Czechoslovakia. Development of theory in the field of librarianship in Slovakia (until 1945).

Recommended literature:
• LICHNEROVÁ, L. a M. ŠPÁNIOVÁ. Dejiny písma a rukopisnej knihy základy k predmetu dejiny knihy a knižníc [online]. Bratislava: Stimul , 2020 [cit. 2021-01-14]. Dostupné na: http://stella.uniba.sk/texty/FIF_LLMS_9788081272691.pdf
• LICHNEROVÁ, L. Počiatky tlačenej knihy [nepublikovaný učebný text]. Dostupné v MS TEAMS a Moodle.
• PASIAR, Štefan. Dejiny knižníc na Slovensku. Bratislava: SPN, 1977.
• ŠPETKO, J. Knižná kultúra a písmo. Martin: Matica slovenská, 1968.
• VOIT, P. Encyklopedie knihy. Praha: Libri, 2006. Dostupné tiež na: https://www.encyklopedieknihy.cz/index.php/Hlavn%C3%AD_strana
Additional literature will be presented at the beginning and during the semester. Teacher presentations are available in Moodle and MS TEAMS.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 123

A	B	C	D	E	FX
16,26	30,89	24,39	14,63	7,32	6,5

Lecturers: doc. Mgr. Lucia Lichnerová, PhD., Mgr. Marta Špániová, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-032/15	**Course title:** Children as Readers

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 1

A	B	C	D	E	FX
0,0	0,0	100,0	0,0	0,0	0,0

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 20.03.2021

Approved by:

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-035/15	Course title: Children's and Youth Literature

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
during the semester: a) 2 written tests (40 points), b) the student reads 5 literary works for children and young adults and on their basis prepares partial written assignments: 1) evaluation of the literary work in terms of reading development, 2) event scenario, 3) development activities, 4) infographics, 5) recommending poster (40 points).
All parts of the evaluation are mandatory.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student has knowledge of the theory and history of literature for children and youth of adults as a professional background for educational work with children's readers/young adults, as well as for reading preparation and development of reading motivation. The student knows the individual genres and can characterize them. The student has a good orientation in authors and world, Slovak and Czech literary works. The student perceives literature for children and youth critically and reflexively and can evaluate its potential. The student has the ability to work with texts of literature for children and young adults: interpret them and evaluate them. The student is able to apply interdisciplinary relationships and integrate knowledge into other courses that relate to children's reading and reading literacy.

Class syllabus:
1. Literature for children and young adults as a system and part of literary work, specific features, the problem of contextuality, genre structure and differentiation.

2. Fairy tale as a genre. Types of fairy tales. Fairytale suet and functions of fairy tale characters. Poetics of folk tale – message, universalism, archetypes, a story with a secret.

3. Legends, myths, and fables.

4. Modern fairy tale: play and nonsense, animation principle in a fairy tale, animal fairy tale, fairy tale with an adventurous dimension, philosophical and meditative fairy tale, fantastic fairy tales.

5. Stories and novels with a social theme (for children and young adults) as a thematically, poetologically and pragmatically specified area. Stories from children's lives. Story with a child hero. Story with a girl heroine.

6. Adventure stories, its expressive and value modifications. Literature and natural topics.

7. Values in stories for teenagers. Historical literature for children and young adults.

8. Detective for children and young adults – detective as paradoxical, socially exposed prose. The contribution of fantasy and science fiction.

9. Biographical novel. Comics. Postmodern – vision versus reality. Poetry for children and adult youth. Drama for children and adult youth.

10. Interpretation of a literary work. Electronic environment as a support for the development and training of reader.

11. Current literary trends, schools, approaches, and concepts of education based on literature. Innovative trends in literature teaching and reader development.

Recommended literature:
1. EVERALL, A. and V. QUIÑONES. The World Through Picture Books [online]. Hague: IFLA, 2013 [cit. 2020-11-12]. ISBN 978-90-77897-61-4. ISSN 0168-1931. Available at: http://www.ifla.org/files/assets/hq/publications/professional-report/135.pdf

2. HLEBOVÁ, Bibiána. Žánre detskej literatúry v čítaní s porozumením: vysokoškolské učebné texty [online]. Prešov: Pedagogická fakulta Prešovskej univerzity v Prešove, 2006 [cit. 2020-11-12]. ISBN 80-8068-403-0. Available at: https://www.pulib.sk/web/pdf/web/viewer.html?file=/web/kniznica/elpub/dokument/Hlebova1/subor/8080684030.pdf

3. NAVRÁTILOVÁ, Hana. Literatura pro děti [online]. Zlín: Univerzita Tomáše Bati ve Zlíně, Fakulta humanitních studií, 2018 [cit. 2020-11-12]. Available at: fhs.utb.cz

4. RUSNÁK, Juraj. Elektronický mediálny text a detské publikum [online]. Prešov : Prešovská univerzita v Prešove, Pedagogická fakulta, 2018 [cit. 2020-11-12]. ISBN 978-80-555-2108-4 (elektronická verzia). Available at: https://www.pulib.sk/web/pdf/web/viewer.html?file=/web/kniznica/elpub/dokument/Rusnak3/subor/9788055521084.pdf

5. RUSŇÁK, R. Moderná rozprávka a jej detská recepcia [online]. Prešov: Prešovská univerzita v Prešove, 2008 [cit. 2020-11-12]. ISBN 978-80-8068-799-1. Available at: http://www.pulib.sk/elpub2/PF/Rusnak1/

6. RUSŇÁK, R. Svetová literatúra pre deti a mládež v didaktickej komunikácii [online]. Prešov : Prešovská univerzita v Prešove, Pedagogická fakulta, 2009. 203 s. [cit. 2020-11-12]. ISBN 9788055500713. Available at: http://moodledata.pf.unipo.sk/publikacie/ucebnice/Svetova-literatura-Rusnak.pdf

Languages necessary to complete the course:
Slovak, for recommended literature English at level B2

Notes:

Past grade distribution
Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: PhDr. Ľudmila Hrdináková, PhD.
Last change: 01.04.2022
Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-009/15	Course title: Copyright

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 3.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-070/21

Course requirements:
a) two papers during the teaching part of the semester - presentation 10-15 min. (2x5 points)
on a selected topic, focused on the analysis of a selected philosophical, historical document or
historical law / privileges ... (e.g. Proudhon, copyright privileges, current legislative initiatives
(ACTA, DMCA) ...
b) presentation of a selected part of the current copyright law of the Slovak Republic (5 points)
c) test during credits assignment week (15 points)
Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C , 84-91% -B, 92-100% -A
The teacher will accept a maximum of two absences, supported with relevant documentation. The
exact date and topic of the papers will be announced at the beginning of the semester. Violation of
academic ethics will be punished, and the student will lose all the received points in the specific
item of assessment.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Upon successful completion of the course, the students have a basic overview of the principal
concepts of ownership, the typology of intellectual property and understands the nature and
principles of legislation in this area. They have a basic knowledge of the formation of copyright
awareness in Europe and Slovakia (from antiquity to modern times) and the first copyright tools in
Europe after the invention of book printing. They have the ability to analyze the first publishers'
and authors' privileges and to identify their significance for the establishment of the first real
copyright law. Students are able to understand current developments in the field of intellectual
property associated with electronic and network communications, remote access to information.

Class syllabus:
1. Ownership as a social phenomenon. Philosophical and theoretical justifications of ownership
(Locke, Hegel ...). Intellectual property - forms and principles. Growing importance of intellectual
property - factors and influences.
2. Typology of intellectual property. Copyright and related rights - legislative documents. Typology

of works. Rights and obligations under the law.
3. Moral and economic rights. Restrictions on property rights.
Strana: 2
4. Industrial property rights - characteristics, typology. Patents. Designation of origin. Trademark. Registration mark. Management and development of intellectual property. WIPO.
5. History of copyright in Europe. Understanding copyright in the present and in the past. Starting points for the reconstruction of copyright history.
6. Ancient and medieval practices of copyright enforcement. Modern Europe - book printing and its influence on the development of copyright. Modern ways of exercising the author's rights to a book. Publisher's and author's privileges.
7. From intellectual property theory to the first real copyright law (Copyright Act).
8. History of copyright in Slovakia. Absence of legal tools in Slovakia after the invention of book printing.
9. Legal chaos as an ideal precondition for publishing of non-original editions in the 17th century. Publisher's and author's privileges as a tool for exercising the rights to a book in the 18th century.
10. Regulations regulating reprints and the first copyright regulations in Slovakia in the 18th century.
11. Problems of copyright in the age of new media. The nature of the work in the electronic environment. Authorship models in new media.
12. Sharing cultural production as a sociocultural phenomenon. Creative commons. DRM. Collective management of rights.

Recommended literature:
• Teacher´s presentations available in Moodle or MS TEAMS.
• Copyright Act 185/2015, e.g. https://www.autora.sk/zz/2015/185/20190101/
• FISHER, William W., 2002. Theories of Intellectual Property. In Stephen Munzer, ed., New Essays in the Legal and Political Theory of Property (Cambridge University Press, 2001). Available at: http://cyber.law.harvard.edu/people/tfisher/iptheory.pdf. 60 s.
• HUGHES, Justin. 1988. The Philosophy of Intellectual Property. In Georgetown Law Journal, December 1988. Available at: http://www.justinhughes.net/docs/a-ip01.pdf. 73 s.
• CHUDÝ, A., LICHNEROVÁ, L. a J. ŠUŠOL. Úvod do autorského práva pre informačné štúdiá [online]. Bratislava: Stimul 2011 [cit. 2013-09-10]. ISBN 978-80-8127-029-1. Available at: http://www.fphil.uniba.sk/index.php?id=4752
• Intellectual Property and Economic Development: Lessons from American and European History. [online]. Available at: http://www.iprcommission.org/papers/pdfs/study_papers/sp1a_khan_study.pdf. 58 s.
• ROSE, Mark. 1993. Authors and Owners : The Invention of Copyright. Cambridge : Harvard University Press, 1993. 176 s. ISBN 0674053095.
• WALDRON, J. Property and Ownership. In: The Stanford Encyclopedia of Philosophy [online]. Stanford University 2020. Available at: https://plato.stanford.edu/entries/property/
• WIPO Intellectual Property Handbook: Policy, Law and Use. Available at: https://www.wipo.int/about-ip/en/iprm/

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 97

A	B	C	D	E	FX
36,08	31,96	17,53	11,34	0,0	3,09

Lecturers: prof. PhDr. Jaroslav Šušol, PhD., doc. Mgr. Lucia Lichnerová, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-026/15	**Course title:** Creating Multimedia and Websites 1

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 2., 4.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester: 1. creating own website (50 points) - creating a website using HTML and CSS (not in the content management system), it is worked on continuously, the final version is submitted at the end of the semester, 2. assignments (15 points) - independent work on your own website, creation of designs (wireframe);
(b) during the examination period: written test (35 points).
The condition for admission to the exam is the achievement of min. 50% of each assignment. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Knowledge of English at the B1 level is required to work with the recommended literature.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
The exact dates and topics of the mid-term evaluation will be announced at the beginning of the semester. Exam dates will be published via AIS no later than the last week of the training section.
Scale of assessment (preliminary/final): 65/35

Learning outcomes:
Upon successful completion of this course, students are able to recognise and use elements, tags, commands and syntax and semantics for creating web pages, principles of linking to other places in an HTML document, to other pages within a website or to pages of other sites, format text, integrate graphics and multimedia elements and control the appearance of the site. They can edit, modify and transform existing HTML documents and CSS style to create specified outputs. Can correct HMTL and CSS syntax errors - write code that is correct in style and syntax. They are able to use the correct definitions, basic terminology and concepts in the field of web development, as well as the basics of website design project planning.

Class syllabus:
1. HTML - history, characteristics, rules of syntax and semantics, definition and structure of HTML document
2. HTML - basic tags
3. CSS (cascading style sheets) - history, characteristics, syntax and semantics, ways of writing CSS

4. CSS - basic tags
5. Basics of website planning and design, tools for editing HTML and CSS code
6. HTML document structuring - headers, headings, text formatting, relative and absolute links, lists
7. CSS GRID
8. Responsiveness - media query
9. Embedding multimedia (pictures, videos, maps)
10. Creating navigation
11. DIV - division of content into blocks
12. Tables

Recommended literature:
HARRIS, Andrew. 2008. HTML, XHTML, and CSS all-in-one desk reference for dummies. Hoboken: Wiley, 2008. 930 s. Dostupné na internete: http://site.ebrary.com/lib/uniba/Doc?id=10366654
SHAFER, Steven. 2010. HTML, XHTML, and CSS bible. Indianapolis: Wiley, 2010. 745 s. Dostupné na internete: http://it-ebooks.info/book/1396/
World Wide Web Consorcium tutorials. W3 schools – HTML. Dostupné na internete: http://www.w3schools.com/html/default.asp
World Wide Web Consorcium tutorials. W3 schools – CSS. Dostupné na internete: http://www.w3schools.com/css/default.asp
PÍSEK, Slavoj. HTML začíname programovat. Praha: Grada, 2014. 181 s. ISBN: 978-80-247-5059-0
Additional literature will be presented at the beginning and during the semester. Teacher presentations are available in Moodle and MS TEAMS.

Languages necessary to complete the course:
slovak and english

Notes:

Past grade distribution
Total number of evaluated students: 100

A	B	C	D	E	FX
33,0	19,0	8,0	8,0	14,0	18,0

Lecturers: Mgr. Katarína Buzová, PhD., Mgr. Milan Regec, PhD.

Last change: 31.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-030/15	**Course title:** Creating Multimedia and Websites 2

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites: FiF.KKIV/A-boIS-026/15 - Creating Multimedia and Websites 1

Course requirements:
During the semester: 1. project of own website (70 points) - creation of a website using HTML5 and CSS (not in the content management system), it is worked on continuously, the final version is submitted and presented at the end of the teaching part of the semester, assignments (30 points) - additional assignments to the topics and functionalities covered, beyond the website project.
Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Knowledge of English at the B1 level is required to work with the recommended literature.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
The exact dates and topics of the ongoing assignments and the project will be announced at the beginning of the semester.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Upon successful completion of this course, students are able to recognise and use more advanced elements, tags, and more complex HTML5 and CSS3 functionalities for creating web pages. Can correct HMTL and CSS syntax errors - write code that is correct in style and style. He masters the creation of a responsive website and can evaluate the correct semantics of the code for website accessibility.

Class syllabus:
1. HTML / XHTML / XML - syntax rules, document definition and structure, tags
2. HTML5 - syntax rules, definition and structure of the document, tags
3. HTML5 - elements and responsiveness, picture, video, article, caption
4. CSS3 - syntax rules, definition and structure of the document, tags
5. CSS3 - animations, gradients, use of variables, units
6. SASS / SCSS
7. CSS grid
8. DublinCore Metadata Incorporation
9. RSS, microformats

10. Rules of creating a responsive website - jQuery / mediaQuery
11. Accessibility of websites
12. Setting up a web server, email server and SQL database

Recommended literature:
LOWERY, Joseph. 2011. HTML5: 24-hour trainer. Indianapolis: Wiley, 2011. 300 s. Dostupné na internete: http://site.ebrary.com/lib/uniba/Doc?id=10510576
COWAN, Don. 2013. HTML5 canvas for dummies. Hoboken: Wiley, 2013. 360 s. Dostupné na internete: http://site.ebrary.com/lib/uniba/Doc?id=10634658
GASSTON, Peter. 2011. The Book of CSS3. No Starch Press: 2011. 304 s. Dostupné na internete: http://it-ebooks.info/book/1733/
World Wide Web Consorcium tutorials. W3 schools – HTML. Dostupné na internete: http://www.w3schools.com/html/default.asp
World Wide Web Consorcium tutorials. W3 schools – CSS. Dostupné na internete: http://www.w3schools.com/css/default.asp
Additional literature will be presented at the beginning and during the semester. Teacher presentations are available in Moodle and MS TEAMS.

Languages necessary to complete the course:
slovak and english

Notes:

Past grade distribution
Total number of evaluated students: 43

A	B	C	D	E	FX
44,19	25,58	13,95	2,33	4,65	9,3

Lecturers: Mgr. Katarína Buzová, PhD., Mgr. Milan Regec, PhD.

Last change: 31.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-017/15	**Course title:** Data Analysis and Visualization

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
Attendance and participation– A maximum of two absences with documentation are accepted.
Assignments:
- 5 assignments during the semester (5 x 3 points)
- team project (data analysis, visualization, and interpretation) – 15 points (submission – last week of the semester)
All parts of the evaluation are mandatory. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
• A 100% - 92%
• B 91% - 84%
• C 83% - 76%
• D 75% - 68%
• E 67% - 60%
• FX 59% - 0%
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After completing the course, the student has theoretical and practical knowledge in the field of data analysis and visualization. She/he understands basic statistical terms and can apply methods of descriptive statistics in describing data. She/he has an overview of different data types and formats, can choose the appropriate way to visualize them and interpret the results. She/he has practical experience with the use of Excel and other software tools designed for analysis and visualization of text, network and qualitative data.

Class syllabus:
1. Basic data types and formats.
2. Data collection and cleaning.
3. Basic statistical methods used in data analysis.
4. Relationship between variables.
5. Methods of visualization and interpretation of results.

6. Excel - data import, functions, charts.
7. Excel - contingency table
8. Data analysis in the database system Access, export, import.
9. Text analysis.
10. Network analysis.
11. Qualitative data analysis

Recommended literature:
DOWNEY, Allen B., 2014. Think Stats [online]. B.m.: Green Tea Press [cit. 31.10.2021]. Available at: https://greenteapress.com/wp/think-stats-2e/   HANNEMAN, Robert a Mark RIDDLE, 2005. Introduction to Social Network Methods [online] [cit. 31.10.2021]. Available at: http://faculty.ucr.edu/~hanneman/nettext/   NAVARRO, Danielle J a David R FOXCROFT, 2018. Learning statistics with jamovi: a tutorial for psychology students and other beginners [online]. B.m.: Danielle J. Navarro and David R. Foxcroft [cit. 31.10.2021]. Available at: doi:10.24384/HGC3-7P15   WALSH, Brandon, no date. Introduction to Text Analysis: A Coursebook [online] [cit. 31.10.2021]. Available at: https://walshbr.com/textanalysiscoursebook/assets/introduction-totext-analysis.pdf   WILKE, Claus O., 2019. Fundamentals of Data Visualization [online] [cit. 31.10.2021]. Available at: https://clauswilke.com/dataviz/index.html   Presentations available in Moodle.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 56

A	B	C	D	E	FX
32,14	19,64	25,0	21,43	1,79	0,0

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 31.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-006/15	**Course title:** Database Systems

Educational activities:

Type of activities: lecture / seminar
Number of hours:
  per week: 1 / 2 **per level/semester:** 14 / 28
Form of the course: on-site learning

Number of credits: 5

Recommended semester: 2.

Educational level: I.

Prerequisites:

Course requirements:
Attendance and participation– A maximum of two absences with documentation are accepted.
Assignments during the semester (max. 100 points):
- 65 points - project in the database system Access (submission – last week of the semester; The exact date will be set at the beginning of the semester)
- 35 points – test (week before end of the semester; The exact date will be set at the beginning of the semester.)
- small assignments not evaluated by points
All parts of the evaluation are mandatory. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
• A 100% - 92%
• B 91% - 84%
• C 83% - 76%
• D 75% - 68%
• E 67% - 60%
• FX 59% - 0%
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After completing the course, the student has theoretical and practical knowledge in the field of databases systems. She/he knows the basic terminology and typology of database systems. She/he understands the principles of their operation and the design of an effective relational database structure. She/he has practical skills in database and user interface design and application implementation in the Access database system.

Class syllabus:
1. History and motivation of development and use of database systems
2. Principles and properties of database systems.
3. Basic data structures, data models.
4. Relational database systems.

5. The process of database design and implementation in the database system Access.
6. Query design in the Access.
7. Design and creation of forms in the Access.
8. Design and creation of reports in the Access.
9. Creation of macros.
10. MS Word correspondence using data from the database.
11. Design and creation of user interface in Access.

Recommended literature:
• Presentations from lectures and tutorials on the functionalities of the database system Access are available in Moodle
• PíSEK, S. Access 2013 - podrobný průvodce. Praha : Grada Publishing , 2013. 147s. ISBN: 80-2470-788-8.;
• Microsoft Corporation. Pomocník a výuka pre Access [online]. Available at: https://support.microsoft.com/sk-sk/access
• RIORDAN, Rebecca M. Vytváříme relační databázové aplikace. Praha : Computer Press, 2000. 280 s. ISBN 80-7226-360-9.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 104

A	B	C	D	E	FX
30,77	19,23	23,08	7,69	8,65	10,58

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-074/21	Course title: Descriptive Cataloging

Educational activities: Type of activities: lecture / seminar Number of hours: per week: 1 / 1 per level/semester: 14 / 14 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-016/15

Course requirements: a) during the semester: cataloguing of the selected monographic document according to the RDA rules in the MARC 21 format. The document must contain more than 1 author and several types of titles (main title, subtitle, etc.). (20 points) Contents: a) pages of description sources b) bibliographic record in MARC 21. The task will be handed over to the teacher by the end of the credits assignment week; late delivery = - 10 points. (b) in the examination period: written test (80 points). Evaluation method: The student is required to complete an ongoing assessment; The student will be admitted to the test only with a minimum of 15 points from continuous evaluation. The points obtained during the semester and in the examination period are added together. Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A The teacher will accept a maximum of two absences with documentation. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. Scale of assessment (preliminary/final): 20/80

Learning outcomes: Upon successful completion of this course, the student has an overview of the basic terminology, processes, standards and bibliographic formats related to the descriptive cataloging. He has theoretical knowledge in the field of development of secondary documents (catalogs and bibliographies), their creation and rationalization of their construction. He understands the basic principles of descriptive cataloging of monographic documents and is able to create a methodology for descriptive cataloging of documents of various types. He has practical skills in creating bibliographic records according to the RDA standard in the MARC 21 bibliographic exchange format in the Virtua or Dawinci library information system.

Class syllabus: Lectures:

1. Basic terms of descriptive cataloguing and information retrieval.
2. History of cataloging and bibliographic activities. Periodization of the Slovak national bibliography. Origin and development of cataloging rules.
3. Products of descriptive cataloguing, their importance and use in practice (catalogs, bibliographies, Published Paper Registration – citations, literature retrieval services, research, acquisition).
4. Typology of catalogs and bibliographies.
5. National bibliographic services in Slovakia and abroad. Slovak current and retrospective national bibliography and its products.
6. Standards and methodology of descriptive cataloging of monographic documents according to RDA. Assumptions and factors influencing the descriptive cataloging of documents.
7. Bibliographic formats for the exchange of bibliographic data. MARC21 format structure Bibliographic communication. Elements and processes of bibliographic communication. Metatext and prototext, types and functions of metatexts.
8. Union catalogs, assumptions of their construction and cataloging policy.
9. Access points in the bibliographic record. Creation of identification access point according to RDA. Standards and conceptual models for access points.
10. National name authority databasess in Slovakia and abroad (Slovakia, Czech Republic, USA ...)
11. Building catalogs and bibliographies in the electronic era.
12. Rationalization of descriptive cataloging, current trends and perspectives.
13. Functional requirements for bibliographic records.
Seminars: focused on the practical creation of bibliographic records of monographic documents according to the RDA, in MARC 21 in Virtua or Dawinci.

Recommended literature:
Teacher´s presentations available in MS TEAMS and Moodle.
• KATUŠČÁK, D. Moderná bibliografia [online]. Bratislava: FFUK, 1997 [cit. 2013-09-09].
Available at://www.fphil.uniba.sk/~katuscak/habilitacia.pdf
• ROHOŇOVÁ, Ľudmila. Metodika popisu kníh vo formáte MARC 21 s interpretáciou
pravidiel RDA: príručka používateľa [online]. Martin: Slovenská národná knižnica, 2018 [cit. 2021-01-15]. Available at: https://www.snk.sk/images/Informacie_pre/Kniznice_a_knihovnikov/ Metodika_pre_NB/NB_Metodika_knihy_RDA_V2-1.pdf
• RUTTKAYOVÁ, K. a J. KÁBRT. Bibliografia. Bratislava: Slovenské pedagogické
nakladateľstvo, 1991.
• STEINEROVÁ, Jela a kol. Informačná veda: výkladový slovník. Bratislava: Univerzita
Komenského, 2020.
• STODOLA, Jiří. Sémantické aspekty katalogizace [online]. Brno: Masarykova univerzita,
2014 [cit. 2021-09-03]. Available at: https://is.muni.cz/do/rect/el/estud/ff/js14/katalogizace/web/ index.html

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 67

A	B	C	D	E	FX
19,4	20,9	28,36	14,93	10,45	5,97

Lecturers: doc. Mgr. Lucia Lichnerová, PhD.

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-066/21	**Course title:** Designing the User Experience

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 2 **per level/semester:** 14 / 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:
During the semester: 1. design project (comprehensive design project with documentation and final presentation, 70 points), 2. two partial interim assignments related to the design of the user experience (30 points)
Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Knowledge of English at the B1 level is required to work with the recommended literature.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
The exact dates, topics of the ongoing evaluation and partial assignments to the project will be announced at the beginning of the semester.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Upon successful completion of this course, the student has the theoretical and practical knowledge needed to create digital products with a user-centered approach. He/she masters the methods of creating ideas and their subsequent design and implementation into prototypes in a reflexive and creative process. Masters the basic concepts and methods of usability of digital interfaces and can combine them with the design of user experience, interface and interaction. Can analyze: conceptualize and critically think about the interactivity of interfaces and digital product design processes according to theoretical frameworks; design: find and explore the design space using various methods of collecting and selecting ideas, sketching and wireframing, conceptualizing solutions that meet users' needs and goals. He/she is able to develop functional interactive prototypes and has the skills of individual and collaborative way of creating a solutions of design problems.

Class syllabus:
1. Approaches and processes for designing the user experience
2. Interaction design
3. Visual design
4. Design thinking, ideation

5. Implementation of survey results and understanding of the problem and users
6. Defining the problem, setting goals and vision
7. Tools and outputs of user experience design - user path, task flow, sketch
8. Tools and outputs of user experience design - wireframe
9. Tools and outputs of user experience design - interactive prototype
10. Integration of user-oriented design into agile and "lean" product development
11. Optimization for the platform (desktop and mobile interface, differences between mobile platforms)
12. Design sprint

Recommended literature:
RUSS, Unger, CHANDLER, Carolyn. A Project Guide to UX Design For user experience designers in the field or in the making. [S.l.]: New Riders, 2012. 341 s. ISBN 978-0-321-81538-5.
ANDERSON, Stephen P. Přitažlivý interaktivní design: jak vytvářet uživatelsky přívětivé produkty. Brno: Computer Press, 2012. ISBN 978-80-251-3722-2.
The Field Guide to Human Centered Design IDEO.org ISBN 0991406311 Dostupné na: designkit.org
TOGNAZZINI, Bruce. First Principles of Interaction Design (Revised & Expanded) [online]. 2014. Dostupné na internete: https://asktog.com/atc/principles-of-interaction-design/
KELLEY, Gordon. How to Draw a Wireframe (Even if You Can't Draw). In NN Group, 2021 [online]. Dostupné na internete: https://www.nngroup.com/articles/draw-wireframe-even-if-you-cant-draw/
Additional literature will be presented at the beginning and during the semester. Teacher presentations are available in Moodle and MS TEAMS.

Languages necessary to complete the course:
slovak, english

Notes:

Past grade distribution
Total number of evaluated students: 12

A	B	C	D	E	FX
8,33	41,67	8,33	16,67	0,0	25,0

Lecturers: Mgr. Katarína Buzová, PhD.

Last change: 30.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-053/17	**Course title:** Digital Publishing and Management

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: Mgr. Milan Regec, PhD.

Last change: 29.05.2017

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-037/15	**Course title:** Digitization of Cultural Heritage

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:
The teacher will accept a maximum of two absences in case they are supported with relevant documentation.
Assignments:
1. a short presentation (up to 5 minutes) – definitions/characteristics of selected concepts from the domain of cultural heritage digitisation (culture, memory, information, digital object, document, medium, metadata etc.)
2. presentation – selected objects of cultural heritage (preferrably UNESCO, both material and non-material)
3. report from the visit to the institution, max. 2 pages of text, covering principal tasks, technologies, procedures employed during digitisation
Assessment – student can obtain max. 15 points overall.
definitions/characteristics of concepts: up to 5 points
Presentation of cultural heritage object: up to 5 points
Report from the visited institution: up to 5 points
Grading scale:
15-14 pt: A
13 pt: B
12 pt: C
11 pt: D
10 pt: E
9 pt and less: FX
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
The course is organized as a series of lectures, seminars, and visits to the institutions in Bratislava working on digitisation projects with various kinds of cultural objects. The student is acquainted with theoretical knowledge from the domain of cultural heritage digitisation in the environment of memory institutions. He/she is familiar with individual steps and procedures of the digitisation, such as selection of the documents for digitisation, description of digital objects, metadata creation,

long-term archiving and preservation of digital objects. He/she is able to master principal operations in the procedure of cultural objects digitisation.

Class syllabus:
1. Cultural heritage, memory institutions, digitisation, digitisation process
2. Project of digitisation – national and international activities
3. Process of digitisation – planning, strategies, preparation, scanning, editing, format and metadata
4. Digital object, digital objects description (metadata, their formats)
5. Long-term preservation – digital repositories
6. Long-term preservation – OAIS reference model, preservation metadata
7. Digitisation project and processes – Slovak National Gallery
8. Digitisation project and processes – Slovak Film Institute
9. Digitisation project and processes – Slovak Folk Art Collective
10. Digitisation project and processes – Theatre Institute in Bratislava
11. Digitisation project and processes – University Library in Bratislava

Recommended literature:
ADCOCK, E. P. Zásady starostlivosti a zaobchádzania s knižničným materiálom [online]. [S.l.]: IFLA, 1998, 70 s. [cit. 2014-01-20]. Dostupné na: www.in4.sk/zkgz/programy/zasady.pdf.
BARTOŠEK, M. Digitální knihovny – teorie a praxe. In: Národní knihovna [online]. Praha: Národní knihovna ČR, 2004, roč. 15, č. 4, s. 233-254 [cit. 2014-01-20]. Dostupné na: http://knihovna.nkp.cz/NKKR0404/0404233.html
BORGMAN, Ch. L. From Gutenberg to the global information infrastructure : Access to information in the networked world. Cambridge, MA London: MIT Press, 2000. 324 s. ISBN 026202473X.
GORENŠEK, T., KOHONT, A. Conceptualization of the Digitalization: Opportunities and Challenges for the Organizations in the Euro-Mediterranean Area. In: The International Journal of Euro-Mediterranean Studies (IJEMS), vol. 12, 2019, č. 2, s. 93-115.
GUSTAFSSON, D., WESTBERGH, M. Catching the Wave of Digitalization: Digital innovation at a local newspaper. Umea: Institutionen för Informatik 2010. 26 s. http://www.diva-portal.org/smash/get/diva2:326517/FULLTEXT01.pdf
KOCH, G. (Ed.) Digitisation: Theories and Concepts for Empirical Cultural Research. London: Routledge 2017. 309 s. https://vdoc.pub/documents/digitisation-theories-and-concepts-for-empirical-cultural-research-2lqe99arfqf0
LAVOIE, B. F. The Open Archival Information System Reference Model: Introductory Guide [online]. OCLC: Dublin, Ohio, 2004, 20 s. [cit. 2014-01-20]. Dostupné na: http://www.dpconline.org/docs/lavoie_OAIS.pdf
MANŽUCH, Z., HUVILA, I., APARAC-JELUSIC, T. Digitization of cultural heritage. In: European Curriculum Reflections on Library and Information Science Education. (Eds Leif Kajberg and Leif Lørring). Copenhagen, The Royal School of Library and Information Science, 2005, s. 37-64.
TRACZYK, T., OGRYCZAK, W., PAŁKA, P., ŚLIWIŃSKI, T. (Eds.). Digital Preservation: Putting It to Work. Springer International Publishing AG 2017. 158 s. ISBN 978-3-319-51801-5.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution					
Total number of evaluated students: 38					
A	B	C	D	E	FX
47,37	21,05	18,42	2,63	5,26	5,26

Lecturers: prof. PhDr. Jaroslav Šušol, PhD.

Last change: 23.06.2022

Approved by:

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-001/00	**Course title:** English for Academic Purposes 1

Educational activities:
  Type of activities: practicals
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 1.

Educational level: I.

Prerequisites:

Course requirements:
Evaluation:
100% Continuous control of study results throughout the teaching part of the given study period:
• written and oral form of examination (in the middle and at the end of the semester)
• individual assignments (for every seminar)
• written work submitted either separately (continuously throughout the semester) or in the form of a portfolio (twice in the semester - in the middle and at the end of the semester, or only at the end of the semester)
assessment: 100 % - 91 % – A, 90 % - 81 % – B, 80 % - 73 % – C, 72 % - 66 % –D, 65 % - 60 % – E, 59 % and less – FX
The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students will acquire, develop and consolidate their language skills important for effective communication in academic environment. They will develop text/discourse competences, an awareness of language forms in academic texts, discourse organisation and genres of selected academic texts, critical thinking, abilities to refer to materials and to avoid plagiarism. They will work with authentic model texts typical of humanities and social sciences.

Class syllabus:
A selection of the following will be covered:
• identify and create academic definitions (simple and expanded),
• critically analyze and interpret field-specific texts,

• determine main ideas and supporting details,
• write listing paragraphs,
• write comparison and contrast texts,
• write cause and effect texts,
• identify signal words and their functions in the field-specific texts,
• paraphrase texts,
• summarize texts,
• express personal opinions and give supporting points.

Recommended literature:
WILLIAMS, J., BROWN, K., HOOD, S. Academic Encounters Level 3. Life in Society, Reading, Writing. Cambridge : CUP, 2012.
SANABRIA, K. Academic Encounters. Life in Society 3. Listening, Speaking. Cambridge : CUP, 2012.
SEAL, B. Academic Encounters. Human Behaviour. Reading, Study Skills, Writing. Cambridge : CUP, 2004.
CERAMELLA, N., LEE, E. Cambridge English for the Media. Cambridge : CUP, 2013.
ESPESTH, M. 1999. Academic Encounters. Human Behaviour. Listening, Note Taking and Discussion. Cambridge : CUP, 1997.
JORDAN, R. R.. Academic Writing Course. Study Skills in English. Longman, 2004.
McCARTHY, M. & O`DELL, F. Academic Vocabulary in Use. Cambridge : CUP, 2016.
https://www.google.com/search?q=academic+vocabulary+in+use.pdf&oq=Academic+Vocabulary+in+Use.&aqs=chrome.1.69i57j0l5.3903j0j7&sourceid=chrome&ie=UTF-8
ŠULOVSKÁ, D. Video-based Listening Tasks and Activities for ESP Classes. Bratislava : Stimul , 2018; http://stella.uniba.sk/texty/UK/DS_video-based_ESP.pdf
LACÍKOVÁ SERDULOVÁ, M. English for Students of Psychology Collection of Study Material 1, Bratislava : Stimul, 2018.
ŠIMKOVÁ, S. English for Students of Archeology 1: A Textbook for Universty Students. Bratislava : Vydavateľstvo UK, 2019.

Languages necessary to complete the course:
English

Notes:

Past grade distribution
Total number of evaluated students: 7159

A	ABS	B	C	D	E	FX
19,91	0,0	21,99	22,01	14,09	13,69	8,31

Lecturers: PhDr. Svatava Šimková, PhD., Mgr. Alica Antalová, Mgr. Denisa Šulovská, PhD., PhDr. Milica Lacíková Serdulová, PhD., doc. PhDr. Věra Eliašová, PhD., Mgr. Yulia Gordiienko, Mgr. Ivana Juríková, Mgr. Peter Kleman, PhD.

Last change: 21.09.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-002/00	**Course title:** English for Academic Purposes 2

Educational activities:
  Type of activities: practicals
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 2.

Educational level: I.

Prerequisites: FiF.KJ/A-boCJ-001/00 - English for Academic Purposes 1

Antirequisites: FiF.KJ/A-boCJ-002/00

Course requirements:
Evaluation:
100% Continuous control of study results throughout the teaching part of the given study period:
• written and oral form of examination (in the middle and at the end of the semester)
• individual assignments (for every seminar)
• written work submitted either separately (continuously throughout the semester) or in the form of a portfolio (twice in the semester - in the middle and at the end of the semester, or only at the end of the semester)
assessment:100 % - 91 % – A, 90 % - 81 % – B, 80 % - 73 % – C, 72 % - 66 % –D, 65 % - 60 % – E, 59 % and less – FX
The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students will acquire, develop and consolidate their language skills important for effective communication in academic environment. They will develop text/discourse competences, an awareness of language forms in academic texts, discourse organisation and genres of selected academic texts, critical thinking, abilities to refer to materials and to avoid plagiarism. They will work with authentic model texts typical of humanities and social sciences.

Class syllabus:
Items not covered in Semester I from the following:

• identify and create academic definitions (simple and expanded),
• critically analyze and interpret field-specific texts,
• determine main ideas and supporting details,
• write listing paragraphs,
• write comparison and contrast texts,
• write cause and effect texts,
• identify signal words and their functions in the field-specific texts,
• paraphrase texts,
• summarize texts,
• express personal opinions and give supporting points.

Recommended literature:
Všeobecná literatúra
McCARTHY, Michael a Felicity O`DELL. Academic Vocabulary in Use. Cambridge: Cambridge University Press, 2010. ISBN 978-1-107-59166-0.
ŠULOVSKÁ, D. Selected Topics from Academic Writing [nepublikovaný učebný text]. Dostupné v#MSTEAMS.
Literatúra špecifická pre odbor
CERAMELLA, Nick. a Elizabeth LEE. Cambridge English for the Media. Cambridge: Cambridge University Press, 2013. ISBN 978-0-521-72457-9.
ELIAŠOVÁ, V. Journalism and Marketing Communication Resource Materials (1st year students). Part 1 [online]. Bratislava: Stimul , 2020 [cit. 2021-10-14]. Dostupné na univerzitnom intranete: http://stella.uniba.sk/texty/UK/FIF_VE_JMC_1-2_9788081272981.pdf
ELIAŠOVÁ, V. Journalism and Marketing Communication Resource Materials (1st year students). Part 2 [online]. Bratislava: Stimul , 2020 [cit. 2021-10-14]. Dostupné na univerzitnom intranete: http://stella.uniba.sk/texty/UK/FIF_VE_JMC_1-2_9788081272981.pdf
LACÍKOVÁ-SERDULOVÁ, M. English for Students of Psychology 1 Collection of Study Material. [online]. Bratislava: Stimul , 2018 [cit. 2021-10-14]. Dostupné na univerzitnom intranete: http://stella.uniba.sk/texty/UK/FIF_MLS_english_psychology_1.pdf
LACÍKOVÁ-SERDULOVÁ, M. English for Students of Social Sciences Collection of Study Material for Students of Cultural Studies, Ethnology, Sociology [online]. Bratislava: Stimul , 2019 [cit. 2021-10-14]. Dostupné na univerzitnom intranete: http://stella.uniba.sk/texty/UK/FIF_MLS_EFSOSS.pdf
ŠIMKOVÁ, Svatava. English for students of archaeology 1 - a textbook for university students. Bratislava: Comenius University, 2019
ŠULOVSKÁ, D. ESP Reader for Students of Philosophy and Religious studies [online]. Bratislava: Stimul, 2019 [cit. 2021-10-14]. Dostupné na univerzitnom intranete: http://stella.uniba.sk/texty/UK/FIF_DS_ESP_Reader_philosophy.pdf
ŠULOVSKÁ, D. Video-based Listening Tasks for ESP Classes. [online]. Bratislava: Stimul , 2018 [cit. 2021-10-14]. Dostupné na: http://stella.uniba.sk/texty/UK/FIF_DS_video-based_ESP.pdf
ŠULOVSKÁ, D. Video-based Listening Tasks for ESP Classes. Volume 2 [nepublikovaný učebný text]. Dostupné v#MSTEAMS.
V Moodle / MS TEAMS sú dostupné dosiaľ nepublikované učebné materiály zamerané na odborovú angličtinu (pripravované k publikovaniu) a prezentácie vyučujúcich. Doplnková literatúra bude prezentovaná na začiatku aj počas semestra.

Languages necessary to complete the course:
English

Notes:

| **Past grade distribution** | | | | | | |
| Total number of evaluated students: 12743 | | | | | | |
A	ABS	B	C	D	E	FX
23,35	0,0	24,19	20,37	13,36	12,4	6,33

Lecturers: PhDr. Svatava Šimková, PhD., Mgr. Alica Antalová, Mgr. Denisa Šulovská, PhD., PhDr. Milica Lacíková Serdulová, PhD., doc. PhDr. Věra Eliašová, PhD., Mgr. Yulia Gordiienko, Mgr. Ivana Juríková, Mgr. Peter Kleman, PhD.

Last change: 20.10.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-003/00	Course title: English for Academic Purposes 3

Educational activities:
  Type of activities: practicals
  Number of hours:
   per week: 2 per level/semester: 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements: Evaluation: 100% Continuous control of study results throughout the teaching part of the given study period: • written and oral form of examination (in the middle and at the end of the semester) • individual assignments (for every seminar) • written work submitted either separately (continuously throughout the semester) or in the form of a portfolio (twice in the semester - in the middle and at the end of the semester, or only at the end of the semester) assessment: 100 % - 91 % – A, 90 % - 81 % – B, 80 % - 73 % – C, 72 % - 66 % –D, 65 % - 60 % – E, 59 % and less – FX The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action. Scale of assessment (preliminary/final): 100/0

Learning outcomes: Students will acquire, develop and consolidate their language skills important for effective communication in academic environment. They will develop text/discourse competences, an awareness of language forms in academic texts, discourse organisation and genres of selected academic texts, critical thinking, abilities to refer to materials and to avoid plagiarism. They will work with authentic model texts typical of humanities and social sciences.

Class syllabus: A selection of the following will be covered: • actively use subject-specific vocabulary • report what others say and refer to information sources,

- acquire strategies for writing the paper of argumentation,
- form questions in questionnaires and interviews,
- transform graphic material into text and vice versa,
- develop strategies of academic discussion,
- learn methods in constructing and conducting survey,
- write short academic texts (abstract, keywords, survey report),
- acquire strategies of academic subject-oriented presentation.

Recommended literature:
WILLIAMS, J., BROWN, K., HOOD, S. Academic Encounters Level 3. Life in Society, Reading, Writing. Cambridge : CUP, 2012.
SANABRIA, K. Academic Encounters. Life in Society 3. Listening, Speaking. Cambridge : CUP, 2012.
SEAL, B. Academic Encounters. Human Behaviour. Reading, Study Skills, Writing. Cambridge : CUP, 2004.
CERAMELLA, N., LEE, E. Cambridge English for the Media. Cambridge : CUP, 2013.
ESPESTH, M. 1999. Academic Encounters. Human Behaviour. Listening, Note Taking and Discussion. Cambridge : CUP, 1997.
JORDAN, R. R.. Academic Writing Course. Study Skills in English. Longman, 2004.
McCARTHY, M. & O`DELL, F. Academic Vocabulary in Use. Cambridge : CUP, 2016.
https://www.google.com/search?q=academic+vocabulary+in+use.pdf&oq=Academic +Vocabulary+in+Use.&aqs=chrome.1.69i57j0l5.3903j0j7&sourceid=chrome&ie=UTF-8
ŠULOVSKÁ, D. Video-based Listening Tasks and Activities for ESP Classes. Bratislava : Stimul , 2018; http://stella.uniba.sk/texty/UK/DS_video-based_ESP.pdf
LACÍKOVÁ SERDULOVÁ, M. English for Students of Psychology Collection of Study Material 1, Bratislava : Stimul, 2018.
ŠIMKOVÁ, S. English for Students of Archeology 1: A Textbook for Universty Students. Bratislava : Vydavateľstvo UK, 2019.

Languages necessary to complete the course:
English

Notes:

Past grade distribution
Total number of evaluated students: 4563

A	ABS	B	C	D	E	FX
20,89	0,0	23,03	21,7	16,17	13,76	4,45

Lecturers: PhDr. Svatava Šimková, PhD., Mgr. Alica Antalová, Mgr. Denisa Šulovská, PhD., PhDr. Milica Lacíková Serdulová, PhD., doc. PhDr. Věra Eliašová, PhD., Mgr. Yulia Gordiienko, Mgr. Ivana Juríková, Mgr. Peter Kleman, PhD.

Last change: 21.09.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-004/00	Course title: English for Academic Purposes 4

Educational activities: Type of activities: practicals Number of hours: per week: 2 per level/semester: 28 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites: FiF.KJ/A-boCJ-003/00 - English for Academic Purposes 3

Course requirements: tests, compositions, essays, short presentations assessment: 100 % - 91 % – A, 90 % - 81 % – B, 80 % - 73 % – C, 72 % - 66 % –D, 65 % - 60 % – E, 59 % and less – FX The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action. Scale of assessment (preliminary/final): 60/40

Learning outcomes: Students will acquire, develop and consolidate their language skills important for effective communication in academic environment. They will develop text/discourse competences, an awareness of language forms in academic texts, discourse organisation and genres of selected academic texts, critical thinking, abilities to refer to materials and to avoid plagiarism. They will work with authentic model texts typical of humanities and social sciences.

Class syllabus: Items not covered in Semester III from the following: • actively use subject-specific vocabulary • report what others say and refer to information sources, • acquire strategies for writing the paper of argumentation, • form questions in questionnaires and interviews, • transform graphic material into text and vice versa, • develop strategies of academic discussion, • learn methods in constructing and conducting survey, • write short academic texts (abstract, keywords, survey report),

• acquire strategies of academic subject-oriented presentation.

Recommended literature:
WILLIAMS, J., BROWN, K., HOOD, S. Academic Encounters Level 3. Life in Society, Reading, Writing. Cambridge : CUP, 2012. SANABRIA, K. Academic Encounters. Life in Society 3. Listening, Speaking. Cambridge : CUP, 2012. SEAL, B. Academic Encounters. Human Behaviour. Reading, Study Skills, Writing. Cambridge : CUP, 2004. CERAMELLA, N., LEE, E. Cambridge English for the Media. Cambridge : CUP, 2013. ESPESTH, M. 1999. Academic Encounters. Human Behaviour. Listening, Note Taking and Discussion. Cambridge : CUP, 1997. JORDAN, R. R.. Academic Writing Course. Study Skills in English. Longman, 2004. McCARTHY, M. & O`DELL, F. Academic Vocabulary in Use. Cambridge : CUP, 2016. https://www.google.com/search?q=academic+vocabulary+in+use.pdf&oq=Academic+Vocabulary+in+Use.&aqs=chrome.1.69i57j0l5.3903j0j7&sourceid=chrome&ie=UTF-8 ŠULOVSKÁ, D. Video-based Listening Tasks and Activities for ESP Classes. Bratislava : Stimul , 2018; http://stella.uniba.sk/texty/UK/DS_video-based_ESP.pdf LACÍKOVÁ SERDULOVÁ, M. English for Students of Psychology Collection of Study Material 1, Bratislava : Stimul, 2018. ŠIMKOVÁ, S. English for Students of Archeology 1: A Textbook for Universty Students. Bratislava : Vydavateľstvo UK, 2019.

Languages necessary to complete the course:
English

Notes:

Past grade distribution
Total number of evaluated students: 4274

A	ABS	B	C	D	E	FX
26,3	0,0	23,14	22,58	13,06	9,83	5,1

Lecturers: PhDr. Svatava Šimková, PhD., Mgr. Alica Antalová, Mgr. Denisa Šulovská, PhD., PhDr. Milica Lacíková Serdulová, PhD., doc. PhDr. Věra Eliašová, PhD., Mgr. Yulia Gordiienko, Mgr. Ivana Juríková, Mgr. Peter Kleman, PhD.

Last change: 16.07.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-055/19	**Course title:** Excursion in the Historical Library

Educational activities:
 Type of activities: excursion
 Number of hours:
  per week: 8 **per level/semester:** 112
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3., 5.

Educational level: I., II.

Prerequisites:

Course requirements:
 The student will receive an evaluation based on active participation in all lectures within a one-day
 excursion. The student's activity in lectures is evaluated (10 points in total).
 Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
 The costs associated with the excursion are borne by the student.
 Scale of assessment (preliminary/final): 0/100

Learning outcomes:
 The student has basic knowledge about the history, creation of library collections, services,
 processing and protection of historical book collections in a selected historical library.

Class syllabus:
 Class syllabus:
 The mission and history of the library.
 Building library collections.
 Historical library services and lending regulations.
 Rare library collections, their processing and protection.

Recommended literature:
 The website of the historical library, which will be the place of the excursion

Languages necessary to complete the course:
 Slovak

Notes:

Past grade distribution
 Total number of evaluated students: 67

A	B	C	D	E	FX
92,54	0,0	0,0	0,0	0,0	7,46

Lecturers: doc. Mgr. Lucia Lichnerová, PhD., Mgr. Marta Špániová, PhD.

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-027/15	**Course title:** Excursion to a Foreign Library

Educational activities:
 Type of activities: excursion
 Number of hours:
   per week: 8 **per level/semester:** 112
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 2., 4., 6.

Educational level: I., II.

Prerequisites:

Course requirements:
excursion in a foreign library - 15 points
Students will receive an evaluation based on participation in the excursion (8 points) and participation in the organization of the excursion (7 points). Participation in the excursion is mandatory. Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
Note: fees associated with the excursion are paid by the student (trip, food, entrance fee)
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
The student has knowledge of the origin, history and mission of the selected foreign library. He knows the processes and problems of library services and library management. He has knowledge of the existence, protection and digitization of historical collections in the selected library. He is able to confront the acquired knowledge with the current state of libraries of the same type in Slovakia and can draw relevant conclusions and recommendations.

Class syllabus:
1. Origin, history and mission of the library.
2. Library services, including electronic services, access to information resources.
3. Historical book collections. Protection. Restoration and conservation.
4. Digitization of documents. Digitization of cultural heritage.

Recommended literature:
website of the selected foreign library

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 105

A	B	C	D	E	FX
87,62	9,52	0,0	0,0	0,0	2,86

Lecturers: PhDr. Ľudmila Hrdináková, PhD., doc. Mgr. Lucia Lichnerová, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-024/15	**Course title:** Excursion to the Slovak National Library

Educational activities:
  Type of activities: excursion
  Number of hours:
    per week: 8 **per level/semester:** 112
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 2.

Educational level: I.

Prerequisites:

Course requirements:
Students will be evaluated based on participation in all lectures as part of the excursion in SNK and test. Personal participation is mandatory for the entire duration of the excursion.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfull completion of excursion in the Slovak National Library in Martin and the Conservation and Digitization Centre of the Slovak National Library in Vrútky, students have knowledge in the areas of foundation, history and mission of the Slovak National Library, are familiar with the processes and problems of SNK services, historical collections and their protection, digitization of documents, services of the Slovak National Bibliography, etc.

Class syllabus:
 1. Establishment, history and mission of the Slovak National Library (SNK)
 2. SNK services, including electronic services, access to information sources
 3. Historical book collections. Protection. Restoration and preservation
 4. Digitisation of documents. Digitisation of cultural heritage
 5. Slovak National Bibliography
 6. Presentation of SNK projects
 7. Tour of the Slovak National Literary Museum
 8. Literary archive

Recommended literature:
Information from lectures, presentations, materials and website that will be presented as part of an excursion in the Slovak National Library.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution					
Total number of evaluated students: 101					
A	B	C	D	E	FX
38,61	8,91	14,85	13,86	3,96	19,8

Lecturers: Mgr. Katarína Buzová, PhD., Mgr. Miroslava Pastierová, PhD.

Last change: 25.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-031/00	**Course title:** German for Academic Purposes 1

Educational activities:
  Type of activities: practicals
  Number of hours:
   per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 1.

Educational level: I., II.

Prerequisites:

Course requirements: Evaluation: 100% Continuous control of study results throughout the teaching part of the given study period: • written and oral form of examination (in the middle and at the end of the semester)   • individual assignments (for every seminar)   • written work submitted either separately (continuously throughout the semester) or in the form of a portfolio (twice in the semester - in the middle and at the end of the semester, or only at the end of the semester)   The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action.   tests, written and oral assignments   Assessment: 100 % - 91 % - A, 90 % - 81 % - B, 80 % - 73 % - C, 72 % - 66 % - D, 65 %-60 % - E, 59 % and less – FX

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution

Total number of evaluated students: 1867

A	ABS	B	C	D	E	FX
19,66	0,0	17,03	18,37	12,85	18,91	13,18

Lecturers: Mgr. Ivana Zolcerová, PhD., Mgr. Adriana Schwarzbacher

Last change: 21.09.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KJ/A-boCJ-032/00	**Course title:** German for Academic Purposes 2

Educational activities: **Type of activities:** practicals **Number of hours:**   **per week:** 2 **per level/semester:** 28 **Form of the course:** on-site learning
Number of credits: 3
Recommended semester: 2.
Educational level: I., II.
Prerequisites: FiF.KJ/A-boCJ-031/00 - German for Academic Purposes 1
Course requirements: Evaluation: 100% Continuous control of study results throughout the teaching part of the given study period: • written and oral form of examination (in the middle and at the end of the semester) • individual assignments (for every seminar) • written work submitted either separately (continuously throughout the semester) or in the form of a portfolio (twice in the semester - in the middle and at the end of the semester, or only at the end of the semester) The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action. tests, written and oral assignments Assessment: 100 % - 91 % - A, 90 % - 81 % - B, 80 % - 73 % - C, 72 % - 66 % - D, 65 %-60 % - E, 59 % and less – FX
Learning outcomes:
Class syllabus:
Recommended literature:
Languages necessary to complete the course:
Notes:

Past grade distribution Total number of evaluated students: 1602						
A	ABS	B	C	D	E	FX
17,54	0,0	13,8	19,6	16,73	19,98	12,36

Lecturers: Mgr. Ivana Zolcerová, PhD., Mgr. Adriana Schwarzbacher

Last change: 21.09.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-033/00	**Course title:** German for Academic Purposes 3

Educational activities: **Type of activities:** practicals **Number of hours:**   **per week:** 2 **per level/semester:** 28 **Form of the course:** on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I., II.

Prerequisites:

Course requirements: Evaluation: 100% Continuous control of study results throughout the teaching part of the given study period: • written and oral form of examination (in the middle and at the end of the semester) • individual assignments (for every seminar) • written work submitted either separately (continuously throughout the semester) or in the form of a portfolio (twice in the semester - in the middle and at the end of the semester, or only at the end of the semester) The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action. tests, written and oral assignments Assessment: 100 % - 91 % - A, 90 % - 81 % - B, 80 % - 73 % - C, 72 % - 66 % - D, 65 %-60 % - E, 59 % and less – FX

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution

Total number of evaluated students: 1238

A	ABS	B	C	D	E	FX
19,06	0,0	16,64	20,84	18,09	19,22	6,14

Lecturers: Mgr. Ivana Zolcerová, PhD.

Last change: 21.09.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KJ/A-boCJ-034/00	**Course title:** German for Academic Purposes 4

Educational activities:
 Type of activities: practicals
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I., II.

Prerequisites: FiF.KJ/A-boCJ-033/00 - German for Academic Purposes 3

Course requirements:
The Department of Languages determines the number of acceptable absences as follows: two absences (four in the case of a 4-hour subsidy if the two two-hour-sessions are taught continuously in one week) are acceptable without the obligation to submit the proof of non-attendance. In case of another (i.e. third/fifth) absence, a notice of conditional exclusion from the course follows. A subsequent absence (i.e. the fourth/sixth absence) means the final exclusion from the course. In case of serious health problems, representation abroad, or other unforeseen circumstances or serious circumstances not listed here, it is necessary to discuss this in advance with the teacher and agree on appropriate an course of action.
tests, written and oral assignments
Assessment:
100 % - 91 % - A, 90 % - 81 % - B, 80 % - 73 % - C, 72 % - 66 % - D, 65 %-60 % - E, 59 % and less – FX

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 1116

A	ABS	B	C	D	E	FX
19,18	0,0	15,77	20,97	18,01	19,8	6,27

Lecturers: Mgr. Ivana Zolcerová, PhD.

Last change: 16.07.2020

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-moIS-218/15	**Course title:** History of Book Distribution

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 4

Recommended semester: 4., 6.

Educational level: I.

Prerequisites:

Course requirements:
During the semester:
- a presentation and written paper on the history of bookseller activities in Slovakia. The paper can be focused either on bookseller activities in Slovakia until the end of the 17th century in a selected geographical area (Bratislava, Trnava, Košice, Bardejov, Levoča, Prešov, Banská Bystrica, Kremnica, Banská Štiavnica, etc.) or on the analysis and interpretation of specific sources for research into the history of book distribution. Total points: 30; presentation: 15 points, written paper: 15 points
Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A The The The exact date and topic of the evaluation will be announced at the beginning of the semester.
The teacher will accept a maximum of two absences with documentation.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student has knowledge of the history of book distribution in Europe and Slovakia until the end of the 18th century. He understands the principles of each type of bookstores and activities of the different types of booksellers. He masters the work with historical sources for research in the history of book distribution, understands their meaning and limits.

Class syllabus:
1. Book trade, book distribution: definition, functions.
2. Development of book distribution in Europe in the period of the manuscript book.
3. The development of book distribution in Europe in the period after the invention of book printing until the 18th century.
4. Types of book trade in terms of book storage mobility and financial models.
5. Prototypes of booksellers until the end of the 18th century.
6. Book announcements as the first advertising tools in 15th century book distribution.

7. Book "catalogs" and lst wills as sources for book distribution research: possibilities and limitations.

8. Legislation and correspondence as sources for book distribution research: possibilities and limitations.

9. Rare books, archival records of litigations, guild records and their importance in research of book distribution.

10. The most important booksellers in East Slovak cities in the 15th - 18th century and their distribution activities.

11. The most important booksellers in West Slovak cities in the 15th - 18th century and their distribution activities.

12. The most important booksellers of mining towns in Slovakia in the 15th - 18th century and their distribution activities.

The seminars are focused on the analysis of sources on the history of book distribution.

Recommended literature:
Teacher presentations available in Moodle or MS TEAMS.
• KUZMÍK, J. Knižná kultúra na Slovensku v stredoveku a renesancii. Martin: Matica slovenská, 1987.
• LICHNEROVÁ, L. Knižné oznámenia 15. storočia ako nástroj komunikačnej politiky. 1. časť.
In: Studia Bibliographica Posoniensia 2012. Bratislava: Univerzitná knižnica, 2012, s. 23-41.
• LICHNEROVÁ, L. Knižné oznámenia 15. storočia ako nástroj komunikačnej politiky. 2. časť.
In: Studia Bibliographica Posoniensia 2013. Bratislava: Univerzitná knižnica, 2013, s. 22-41.
• LICHNEROVÁ, L. Knižný obchod a distribučné formy v Európe v inkunábulovom období.
In: Studia bibliographica Posoniensia. Bratislava: Univerzitná knižnica, 2015, s. 69-86. ISBN 978-80-89303-47-2.
• LICHNEROVÁ, L. Kníhkupecké povolania na európskom knižnom trhu 15. storočia. In: Knižnica. 2015, roč. 16, č. 3, s. 54-63. ISSN (print) 1335-7026.
• Papers on the history of book distribution published in porceedings Kniha and Knižničný zborník.
• Further literature will be provided to students according to the focus of the paper.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 34

A	B	C	D	E	FX
70,59	11,76	8,82	0,0	2,94	5,88

Lecturers: doc. Mgr. Lucia Lichnerová, PhD.

Last change: 14.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-036/15	**Course title:** History of Book Printing and Publishing

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4., 6.

Educational level: I.

Prerequisites:

Course requirements:
Continuously during the semester:
The student prepares and presents a paper for 20 points (max. 15 minutes) and prepares a seminar paper for 80 points. The student presents the seminar work in the credit week. The seminar work is focused on the application of research methods on a selected topic in the history of book printing and publishing. The student is required to complete both forms of assessment. The exact dates and topics of the papers and seminar papers will be announced at the beginning of the semester.
Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
Teachers accept max. 2 absences with proven documents.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student has an overview of the origin and development of book printing in Slovakia from its beginnings until 1918. He understands the social influences and the impact of censorship on the development of book printing and publishing activities in various social stages. Student understands the social function of the typographic medium in the context of the development of reading needs. He has knowledge of the most important Slovak (Hungarian) publishers until the end of the 18th century and their publishing motivations. He has skills in identifying the printing and publishing aspects of preserved old prints. He knows the basic sources of the national retrospective bibliography and knows how to use them in research. Student can apply the main research methods and sources of research in the history of book culture. He has the basic prerequisites for basic research in the field of history of Slovak book printing and publishing.

Class syllabus:
Class syllabus:
1. History of book printing and publishing in the system of history of book culture
2. Periodization and main development milestones in the history of book printing in Slovakia from the beginning to 1918
3. The influence of social conditions and censorship on the publication of typographic media in Slovakia in individual development stages

4. The beginnings of the development of book printing in the Slovak territory in the incunabula period

5. Activity and production of the most important printers in individual printing centers. The impact of the Reformation and Counter-Reformation on the spread of the bookprinting.

6. Printers during the Enlightenment and the Slovak National Revival. Printing literature for Slovaks and in Slovak

7. Social function of typographic medium, development of reading needs

8. The influence of technological changes in book printing on publishing production in the 19th and early 20th century

9. Terminological definition of publishing activity in the system of other professions involved in the production of the printed book

10. The most important publishers in Slovakia until the end of the 18th century. Publishing motivations and products of publishing activities in Slovakia

11. Basic sources of national retrospective bibliography, their importance and use in research of the history of Slovak book printing and publishing

12. Basic sources and methods of research of publishing and typographic activity

13. Title page and old press as a source for research of book printing and publishing activities

Recommended literature:
Teacher presentations available in Moodle or MS TEAMS.
• BREZA, V. Tlačiarne na Slovensku 1477-1996. Bratislava: Univerzitná knižnica, 1997.
• KOLLÁROVÁ, I. Vydavatelia v 18. storočí : Trilógia k dejinám typografického média.
Bratislava: Veda, 2006.
• KOLLÁROVÁ, I. Cenzúra kníh v tereziánskej epoche. Bratislava: 1999.
• VALACH, J. Staré tlačiarne a tlačiari na Slovensku. Martin: Matica slovenská, 1987.
• VOIT, P. Encyklopedie knihy. Praha: Libri, 2006.
Additional literature: Studies in proceedings:
Kniha : zborník o problémoch a dejinách knižnej kultúry. Martin: Slovenská národná knižnica, 1974 -.
Studia Bibliographica Posoniensia. Bratislava: Univerzitná knižnica, 2006- .
Articles in the magazine:
Knižnica: Revue pre knihovníctvo a bibliografiu, knižnú kultúru, informačné systémy a technológie, ochranu dokumentov, biografistiku, archív a múzeum knihy, knižnej grafiky a literárnych pamiatok. Martin: Slovenská národná knižnica, 2000- .

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 7

A	B	C	D	E	FX
57,14	0,0	14,29	14,29	0,0	14,29

Lecturers: doc. Mgr. Lucia Lichnerová, PhD., Mgr. Marta Špániová, PhD.

Last change: 28.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-104-1/ E54D/00	**Course title:** History of Publishing and Book Distribution

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 2.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 103

A	B	C	D	E	FX
21,36	25,24	19,42	16,5	5,83	11,65

Lecturers: doc. Mgr. Lucia Lichnerová, PhD.

Last change: 02.06.2015

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-058/21	**Course title:** Human Computer Interaction

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 5

Recommended semester: 1.

Educational level: I.

Prerequisites:

Course requirements:
Course evaluation consists of active participation (10 points), research paper (30 points), research paper presentation (10 points) and final test (50 points).
All parts of the course evaluation are mandatory.
Two excused absences are possible during a course which will decrease your points for active participation.
The detailed schedule with deadlines for the specific assignments is going to be available at the beginning of the semester.
Scholastic honesty policies are applied, there is "zero tolerance" for plagiarism, unauthorized collaboration on assignments etc. Any offences will lead to annulment of assignment points.
Overall course evaluation (in %):
100-92: A
91-84: B
83-76: C
75-68: D
67-60: E
59-0: FX
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students have knowledge in the field of human-computer interaction (HCI), an overview of basic concepts and principles. They understand the practical aspects of interaction design and UX with an emphasis on specific techniques and procedures. Graduates of the subject also know the diverse methods of evaluating interaction and empirical user research.

Class syllabus:
1. Introduction to human-computer interaction: basic concepts and evolution
2. Human-computer interaction and information science
3. Interaction design - process and specific steps
4. Cognitive processes - eyesight
5. Cognitive processes - hearing

6. Cognitive processes - memory and thinking
7. Affective aspects of interaction - emotions and experience
8. Introdution to selected design methods
9. Evaluation framework – approaches and techniques
10. Empirical user research
11. Current trends in human-computer interaction

Recommended literature:
COOPER, A., REIMANN, R., CRONIN, D., COOPER, A. About face 3: the essentials of interaction design. [3rd ed.], Completely rev. Indianapolis, IN: Wiley Pub., c2007, xxxv, 610 p. ISBN 04-700-8411-1.
SHNEIDERMAN, B., PLAISANT, C. Designing the User Interface: Strategies for Effective Human-Computer Interaction. [5th ed.]. Upper Saddle River: Addison-Wesley, 2010, 624 p. ISBN 0-321-60148-3
DIX, A. J. et al. Human - Computer Interaction. Harlow: Pearson/Prentice Hall, 2004, 834 p. ISBN 978-0-13-046109-4
Lectures and other materials published via Moodle.
Other recommended resources:
JOHNSON, Jeff. Designing with the mind in mind: simple guide to understanding user interface design rules. Amsterdam: Morgan Kaufmann, 2010. xiv, 186. ISBN 9780123750303.

Languages necessary to complete the course:
Slovak, English (B2 and higher) to work with information sources

Notes:

Past grade distribution
Total number of evaluated students: 38

A	B	C	D	E	FX
15,79	26,32	34,21	18,42	2,63	2,63

Lecturers: Mgr. Miroslava Pastierová, PhD.

Last change: 27.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-033/15	**Course title:** Incunables

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3
Recommended semester: 4.
Educational level: I.
Prerequisites:
Course requirements:
Learning outcomes:
Class syllabus:
Recommended literature:
Languages necessary to complete the course:
Notes:
Past grade distribution Total number of evaluated students: 45

A	B	C	D	E	FX
17,78	60,0	13,33	2,22	2,22	4,44

Lecturers: doc. Mgr. Lucia Lichnerová, PhD.
Last change: 03.01.2017
Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-020/15	**Course title:** Information Ethics

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 65

A	B	C	D	E	FX
36,92	36,92	16,92	3,08	3,08	3,08

Lecturers: prof. PhDr. Jela Steinerová, PhD., Mgr. Zuzana Struháriková, PhD.

Last change: 06.12.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-005/16	**Course title:** Information Ethics 2

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 13

A	B	C	D	E	FX
46,15	38,46	0,0	7,69	0,0	7,69

Lecturers: Mgr. Františka Nováková, PhD.

Last change: 16.05.2016

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-60/21	**Course title:** Information Funds

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
   per week: 2 / 2 **per level/semester:** 28 / 28
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester 2 written test (20 points), b) a paper about a selected issue in the field of (20 points): e.g. new acquisition models, open educational resources, evaluation of information resources / library collections, participatory design, collection sharing models, collection life cycle, selection criteria for long-term preservation of e-resources; c) practical task - digitals (10 points), d) in the examination period: exam (30 points).
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 70/30

Learning outcomes:
After successfully completing the course, the student is able to distinguish between different types of collections of information sources, collections of memory institutions and library collections according to various functional aspects; he/she understands the meaning and function of memory institutions. The student knows the basic types and stages of development, profiling and acquisition of collections of memory institutions and library collections. The student knows the acquisition strategies, knows the basic criteria for evaluating vendors of sources and collections. The student knows the possibilities of cooperation, organization of library collections, knows the ways of accessing collections and has knowledge of basic tools and possibilities of preserving partial collections.
The student knows the basic aspects, possibilities, and tools of protection of information sources, library materials and collections. The student has basic knowledge of registration tools and knows the basic aspects of exclusion from library collections.

Class syllabus:

1 Typology of collections of information sources, collections of memory institutions and library collections.
2 The importance of memory institutions.
3 Stages of collections development in library and memory institutions.
4 Profiling and development collections in memory institutions and library collections.
5 Purchase of sources for collections of memory institutions and library collections. Vendors of information resources.
6 Other acquisition strategies: donation, exchange, licensing, integration of free online resources.
7 Preservation of library collections. Reformatting of collections.
8 Access to collections of memory institutions and library collections.
9 Organization of traditional (physical) collections. Basic aspects and tools of preserving library collections (collections of memory institutions).
10 Basic strategies for the preservation of library collections (collections of memory institutions).
11 Spatial aspects of holdings/library collections (collections of memory institutions) − storage, shelving, deposit, design.
12 Exclusion from library collections (collections of memory institutions). Registration tools. Legislation.
13 Basic aspects of e-collections development.

Recommended literature:
1. CASSELL, K. A. et al. Gifts for the Collections: Guidelines for Libraries [online]. Hague: IFLA, 2019 [cit. 2020-11-12]. Available at: https://www.ifla.org/files/assets/acquisition-collection-development/publications/gift_guide_2019_edition.pdf
2. DILHOFOVÁ, Adéla, KRATOCHVÍLOVÁ, Monika a Jan LIDMILA. Příručka pro knihovníky veřejných knihoven [online]. Brno: Moravská zemská knihovna, 2013 [cit. 2020-11-12]. Available at: https://www.mzk.cz/sites/mzk.cz/files/souboryMZK/pdf/mzk-prirucka_pro_knihovniky.pdf
3. JOHNSON, Sharon et.al. Key Issues for E-Resource Collection Development: A Guide for Libraries [online]. IFLA, Acquisition and Collection Development Section, 2012 [cit. 2021-08-12]. Available at: -12]. Available at: https://repository.ifla.org/bitstream/123456789/194/1/electronic-resource-guide-en.pdf
4. Kľúčové otázky pri navrhovaní budov knižníc [online]. International Federation of Library Associations and Institutions; Spolok slovenských knihovníkov/Slovak Librarians Association, 2009 [cit. 2020-08-12]. Available at: https://www.infolib.sk/files/Novy_portal_infolib_subory/dokumenty_ifla/ifla_klucove-otazky-pri-navrhovani-budov-kniznic_ako-zacat-planovanim-projektu_sk.pdf
5. LATIMER, Karen a Hellen NIEGAARD. Smernica IFLA pre budovy knižníc: rozvoj a reflexie [online]. Bratislava: Spolok slovenských knihovníkov, 2012 [cit. 2021-08-12]. Available at: https://www.infolib.sk/files/Novy_portal_infolib_subory/dokumenty_ifla/smernica-ifla-budovy-kniznic-cd-rom.pdf
6. Vyhlásenie IFLA o povinných deponátoch [online]. Bratislava: Spolok slovenských knihovníkov, 2012 [cit. 2020-08-12]. Available at: http://www.infolib.sk/files/Novy_portal_infolib_subory/dokumenty_ifla/vyhlasenie-ifla-povinnych-deponatoch_sk.pdf

Languages necessary to complete the course:
Languages necessary to complete the course: Slovak

Notes:

Past grade distribution					
Total number of evaluated students: 17					
A	B	C	D	E	FX
11,76	11,76	11,76	23,53	29,41	11,76

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 31.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-007/15	**Course title:** Information Funds 1

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 2 / 2 **per level/semester:** 28 / 28
  Form of the course: on-site learning

Number of credits: 5

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements: a) during the semester: 2 written tests (40 points); b) a paper about a selected issue in the field of collection of information resources: for example, new acquisition models, open educational resources, evaluation of information collections, participatory design, information resources/ collection sharing models, collection life cycle, selection criteria for long-term archiving of e-resources; c) in the examination period: oral examination (30 points).   The student will be admitted to the test only with a minimum of 10 points from continuous evaluation. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.   Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A   The teacher will accept a maximum of two absences with documentation.   The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.   Scale of assessment (preliminary/final): 70/30

Learning outcomes: After successfully completing the course, the student is able to distinguish between different types of collections of information sources / library collections according to various functional aspects, the student understands the importance and functions of memory institutions. The student has knowledge of profiling and acquisition of library collections and collections of memory institutions. The student knows the basic acquisition strategies of library collections and collections of memory institutions, the student knows the basic criteria for vendors evaluation of acquired resources/collections. The student knows the possibilities of cooperation, he/she knows the possibilities of organizing library collections and collections of memory institutions. and knows the possibilities of access to them. The student has knowledge of basic tools and ways of archiving sub-collections. The student knows the basic aspects, ways, and tools of protection as well as library collections and collections of memory institutions and has basic knowledge of basic registration

tools. The student knows the basic aspects of weeding from library collections and collections of memory institutions.

Class syllabus:
1 Typology of information source collections / library collections and collections of memory institutions.
2 Significance and characteristics of memory institutions
3 Stages of development of library collections and collections of memory institutions.
4 Profiling and acquisition of library collections and collections of memory institutions.
5 Purchase of documents / information resources for collections. Vendors of documents and information resources.
6 Other acquisition strategies: donation, exchange, licensing, integration of free online resources.
7 Primary and secondary archiving of information sources / library collections and collections of memory institutions. Reformation of traditional information sources / units.
8 Access to information resources / library collections and collections of memory institutions.
9 Organization of traditional collections (physical organization of collections). Basic aspects, ways, and tools of archiving information resources / library collections and collections of memory institutions.
10 Basic strategies for preserving information resources, library collections and collections of memory institutions.
11 Spatial aspects of library collections and collections of memory institutions – storage, depositories, design.
12 Evidence and weeding from library collections and collections of memory institutions. Registration tools. Legislation.

Recommended literature:
1. CASSELL, K. A. et al. Gifts for the Collections: Guidelines for Libraries [online]. Hague: IFLA, 2019 [cit. 2020-11-12]. Available at: https://www.ifla.org/files/assets/acquisition-collection-development/publications/gift_guide_2019_edition.pdf
2. DILHOFOVÁ, Adéla, KRATOCHVÍLOVÁ, Monika and Jan LIDMILA. Příručka pro knihovníky veřejných knihoven [online]. Brno: Moravská zemská knihovna, 2013 [cit. 2020-11-12]. Available at: https://www.mzk.cz/sites/mzk.cz/files/souboryMZK/pdf/mzk-prirucka_pro_knihovniky.pdf
3. JOHNSON, Sharon et.al. Key Issues for E-Resource Collection Development: A Guide for Libraries [online]. IFLA, Acquisition and Collection Development Section, 2012 [cit. 2021-08-12]. Available at: https://repository.ifla.org/bitstream/123456789/194/1/electronic-resource-guide-en.pdf
4. Kľúčové otázky pri navrhovaní budov knižníc [online]. International Federation of Library Associations and Institutions; Spolok slovenských knihovníkov/Slovak Librarians Association, 2009 [cit. 2020-08-12]. Available at: https://www.infolib.sk/files/Novy_portal_infolib_subory/dokumenty_ifla/ifla_klucove-otazky-pri-navrhovani-budov-kniznic_ako-zacat-planovanim-projektu_sk.pdf
5. LATIMER, Karen and Hellen NIEGAARD. Smernica IFLA pre budovy knižníc: rozvoj a reflexie [online]. Bratislava: Spolok slovenských knihovníkov, 2012 [cit. 2021-08-12]. Available at: https://www.infolib.sk/files/Novy_portal_infolib_subory/dokumenty_ifla/smernica-ifla-budovy-kniznic-cd-rom.pdf
6. Vyhlásenie IFLA o povinných deponátoch [online]. Bratislava: Spolok slovenských knihovníkov, 2012 [cit. 2020-08-12]. Available at: http://www.infolib.sk/files/Novy_portal_infolib_subory/dokumenty_ifla/vyhlasenie-ifla-povinnych-deponatoch_sk.pdf

Languages necessary to complete the course:

Languages necessary to complete the course: Slovak

Notes:

Past grade distribution
 Total number of evaluated students: 67

A	B	C	D	E	FX
7,46	16,42	17,91	16,42	28,36	13,43

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-010/15	**Course title:** Information Funds 2

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 2 / 2 **per level/semester:** 28 / 28
  Form of the course: on-site learning

Number of credits: 5

Recommended semester: 4.

Educational level: I.

Prerequisites: FiF.KKIV/A-boIS-007/15 - Information Funds 1

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 310

A	B	C	D	E	FX
11,29	6,45	9,03	11,61	30,97	30,65

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 04.11.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-008/15	**Course title:** Information Organization in Digital Environment

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 2 / 1 **per level/semester:** 28 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
Course evaluation consists of active participation (5 points), practical assignments (30 points - 3 assignments each for 10 points), research paper (25), research paper presentation (10 points) and final test (30 points).
All parts of the course evaluation are mandatory.
Two excused absences are possible during a course which will decrease your points for active participation.
The detailed schedule with deadlines for the specific assignments is going to be available at the beginning of the semester.
Scholastic honesty policies are applied, there is "zero tolerance" for plagiarism, unauthorized collaboration on assignments etc. Any offences will lead to annulment of assignment points.
Overall course evaluation (in %):
100-92: A
91-84: B
83-76: C
75-68: D
67-60: E
59-0: FX
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students know selected systems of knowledge organization in the digital environment. The focus is on mind maps, conceptual maps, metadata structures, taxonomies, folksonomies, ontologies and semantic web. Students recognize and are able to work with the knowlegde organization tools in practice and evaluate their application possibilities. They are able to apply the comparative analytical method on selected knowlegde organization tools. They have knowledge and skills with application possibilities in further study in the field of knowledge organization, but also on the practical level of knowledge management in the organizational environment or information management in various contexts.

Class syllabus:

1. Knowledge organization in digital environment - basic concepts
2. Information organization tools in digital space - typology
3. Mind maps
4. Concept maps
5. Metadata structures
6. Taxonomies
7. Facet classifications
8. Folksonomies
9. Ontologies and semantic web
10. Personal information management
11. Group information management

Recommended literature:
Vyhľadávanie informácií a organizácia poznania v elektronickom prostredí / Steinerová Jela, Grešková Mirka, Ilavská Jana. - Bratislava : Stimul, 2010. – 180 s. - ISBN 9788089236800. - Spôsob prístupu: http://stella.uniba.sk/texty/VIOPvEP.pdf. - časti 7 a 8 od s.114-158
Lectures and other materials published via Moodle.

Languages necessary to complete the course:
Slovak, English (B2 and higher) to work with information sources

Notes:

Past grade distribution
Total number of evaluated students: 88

A	B	C	D	E	FX
21,59	36,36	29,55	7,95	2,27	2,27

Lecturers: Mgr. Miroslava Pastierová, PhD., prof. PhDr. Jela Steinerová, PhD.

Last change: 27.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-014/15	**Course title:** Information Retrieval

Educational activities:
  Type of activities: seminar
  Number of hours:
   per week: 3 per level/semester: 42
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:
Course evaluation consists of active participation (10 points), research paper (40 points), research paper presentation (10 points) and final exam (40 points).
All parts of the course evaluation are mandatory.
Two excused absences are possible during a course which will decrease your points for active participation.
The detailed schedule with deadlines for the specific assignments is going to be available at the beginning of the semester.
Scholastic honesty policies are applied, there is "zero tolerance" for plagiarism, unauthorized collaboration on assignments etc. Any offences will lead to annulment of assignment points.
Overall course evaluation (in %):
100-92: A
91-84: B
83-76: C
75-68: D
67-60: E
59-0: FX
Scale of assessment (preliminary/final): 60/40

Learning outcomes:
Course graduates have an overview of the information retrieval and information search. They understand the role of information retrieval in theory and practice. Students are able to analyze and synthesize academic resources and work with terminology, as well as apply theoretical knowledge in practice.

Class syllabus:
1. Introduction to information search and information retrieval theory
2. Problems of information search and information retrieval
3. Search strategy and tactics
4. Algorithmical models of information retrieval
5. Information retrieval evaluation

6. Relevance and research methods
7. Information horizon
8. Interactive information retrieval
9. Intelligent information retrieval
10. Current trends in information search
11. Future predictions in informations search

Recommended literature:
STEINEROVÁ, Jela, GREŠKOVÁ, Mirka, ILAVSKÁ, Jana. 2010. Vyhľadávanie informácií a organizácia poznania v elektronickom prostredí. Bratislava: Stimul, 2010. 180 s. ISBN 978-80-89236-80-0. Selected chaptures no. 1 - Vyhľadávanie informácií a informačný prieskum, Chapter 2 - Informačný horizont a prieskumové stratégie, Chapter 5 - Relevancia
STEINEROVÁ, Jela. Teória informačného prieskumu. Bratislava: SlTK-CVTI, 1996. 262 s. ISBN 80-85165-58-9.
Lectures and other materials published via Moodle.
Other recommended resources:
Information Research. Dostupné na: http://www.informationr.net/ir/about.html
ACM Digital Library. Dostupné na: https://dl.acm.org/

Languages necessary to complete the course:
Slovak, English (B2 and higher) to work with information sources

Notes:

Past grade distribution
Total number of evaluated students: 79

A	B	C	D	E	FX
25,32	21,52	11,39	18,99	15,19	7,59

Lecturers: Mgr. Miroslava Pastierová, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-013/15	**Course title:** Information Services

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 2 / 1 **per level/semester:** 28 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 2., 4.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester - continuous assignments: 1. paper on the selected library information service (25 points), 2. user journey mapping - design of the selected library information service (35 points) (b) in the examination period: written test (40 points).
The condition for admission to the exam is the achievement of min. 50% of each ongoing assignment. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. English is required to work with recommended literature.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
The exact dates and topics of the mid-term evaluation will be announced at the beginning of the semester. Exam dates will be published via AIS no later than the last week of the training section.
Scale of assessment (preliminary/final): 60/40

Learning outcomes:
Upon successful completion of the course, the student has knowledge of how to research and understand traditional and electronic information services, how to meet the information needs and requirements of various categories and profiles of information users. He/she has knowledge of what types of information services exist, in terms of user, institutional and system. He/she has knowledge of the forms of service provision in the contexts of provider and recipient, can examine the needs of users by appropriate methods, identify negative aspects of service provision and also take advantage of new trends in information services not only in the library, institutional but also commercial environment.

Class syllabus:
1. Development, genesis, terminology, type of information services; user, procedural and institutional aspects of information services
2. Information service users
3. Loan services: on-site, off-site, circulation, electronic loan services
4. Interlibrary and international interlibrary loan services
5. Reference, search, digital reference, consulting services
6. Reprographic, micrographic, translation, publishing, bibliographic services

7. Library information services for disadvantaged user groups
8. The value of information services
9. Service design
10. Methodology of evaluation of information services - methods, procedure, analysis, interpretation of data
11. Competitive intelligence and information professionals
12. Humanization and ethics in information services

Recommended literature:
MAKULOVÁ, Soňa, BUZOVÁ, Katarína. Manažment informačných zdrojov a knižničnoinformačných služieb [online]. Bratislava: ELET, 2011. 174 s. ISBN 978-80-8812-23-4. Dostupné na: http://www.elet.sk/externe/MIZKIS_ucebnica.pdf
MATTHAEIDESOVÁ, Marta. Teoretické základy knižnično-informačných služieb. In Knižničná a informačná veda: zborník FFUK. Roč.17. Bratislava: STIMUL, 1999, s.109-122.
ČERNÁ,Milena, STOKLASOVÁ, Anna. Služby knihoven a informačních středisk. Praha : Univerzita Karlova – Karolinum, 1992. 99 s. ISBN 80-7066-703-6.
Smernica IFLA pre služby verejných knižníc [online]. Bratislava: Spolok slovenských knihovníkov, 2010 [cit. 2013-11-12]. Dostupné na internete: http://www.ifla.org/files/assets/hq/ publications/series/147-sk.pdf
Smernica IFLA pre služby detských knižníc [online]. Bratislava: Spolok slovenských knihovníkov, 2010 [cit. 2013-11-12]. Dostupné na internete: http://www.infolib.sk/files/ Novy_portal_infolib_subory/dokumenty_ifla/smernica-ifla-sluzby-detskych-kniznic_sk.pdf

Languages necessary to complete the course:
slovak and english

Notes:

Past grade distribution
Total number of evaluated students: 107

A	B	C	D	E	FX
12,15	15,89	17,76	14,02	29,91	10,28

Lecturers: Mgr. Katarína Buzová, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-021/15	**Course title:** Information Systems

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 59

A	B	C	D	E	FX
16,95	23,73	25,42	25,42	6,78	1,69

Lecturers: prof. PhDr. Jaroslav Šušol, PhD.

Last change: 16.11.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-062/21	**Course title:** Information Systems

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 5.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-021/15 or FiF.KKIV/A-boIS-404/22

Course requirements:
The teacher will accept a maximum of two absences in case they are supported with relevant documentation.
Assignments:
A. PP presentation – selected information/data media – principles of functioning (schemas, pictures), evolution, characteristics, capacity, usage, etc. – deadlines for handing in and presenting will be defined in the schedule.
B. Summary of a selected article in the journal Digital Humanities Quarterly (http://www.digitalhumanities.org/dhq/), volumes 2019 and 2020. The article should present a specific research, extended summary of a topic, methodology, or practical functioning of specific systems. Summary will be handed in in two forms - textual (max. 2 pages, covering the most essential information), and a PP presentation (max. 10 minutes)
C. The final test in the last week of the instruction period, covering principal topics of the course
Assessment – student can obtain max. 20 points overall.
Presentation – information media – max. 5 points
Summary of the article – max. 5 points
Test – max. 10 points
Grading scale:
A: 20-19 points, B: 18-17, C: 16-15, D: 14-13, E: 12
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
The students obtain basic overview of background concepts connected with systems approach in the area of information management, and of the types of information systems. They are acquainted with the overall structure of information systems and library systems as a prototype of IS. They understand principal interconnections in individual IS modules' operation and are able to recognise typical features of the most representative technologies, standards and formats deployed in information systems.

Class syllabus:
Introduction to the topic – systems / information systems
Information environment in the business sphere. Information strategy of an organisation. Information systems in the entrepreneurial environment
Library-information systems – evolution of automation. Automation strategies. Library networks – beginnings and development, OCLC.
Digitisation. Digitisation project strategies. Data protection. Technology of digitisation.
Standards and standardisation – standards in the domain of IS.
Communication format MARC. Origins, evolution, functions.
Communication protocol Z39.50. Characteristics, main functions.
Digital libraries. Characteristics, main functions. Metadata. OAI. OAIS.
Current trends and technologies in the evolution of IS - AI, cloud computing, big data, blockchain.
Information systems in practice – National register of publications, patents, web archiving.

Recommended literature:
KIMLIČKA, Š. Informačné systémy : teoretické východiská, princípy, metódy projektovania. Martin : SNK, 2006. 240 s.
VYMĚTAL, J. – DIAČIKOVÁ, A. – VÁCHOVÁ, M. Informační a znalostní manažment v praxi. Praha : LexisNexis, 2006. 399 s. ISBN 80-86920-01-1.
KIMLIČKA, Š. Metodika výberu knižničného softvéru. Bratislava : STIMUL, 1997. 53 s.
MAKULOVÁ, S. Automatizácia knižníc : problémy, východiská, postupy. Bratislava : Stimul, 1993. 299 s.
ZWASS, Vladimir. Information system. In: Encyclopaedia Britannica [online]. London, Encyclopaedia Britannica Inc., 2017. [cit. 2018-09-26]. Dostupné z: https://www.britannica.com/topic/information-system
BOURGEOIS, D.T. Information systems for business and beyond [online]. Saylor Academy 2019. https://opentextbook.site/informationsystems2019/.
MARC Standards [online]. Washington, Library of Congress 2021. https://www.loc.gov/marc/marcginf.html
HEALY, Leigh Watson. Z39.50: A Primer on the Protocol. Bethesda : NISO Press 2002. https://www.niso.org/sites/files/Z3950_primer.pdf
Open Archives Initiative. Cornell University Library. https://www.openarchives.org/
ISO 14721:2012. Space data and information transfer systems — Open archival information system (OAIS) — Reference model. ISO 2012. https://www.iso.org/standard/57284.html
WERBACH, K. The Blockchain and the new architecture of trust. Cambridge: MIT Press 2018. 322 s.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 59

A	B	C	D	E	FX
16,95	23,73	25,42	25,42	6,78	1,69

Lecturers: prof. PhDr. Jaroslav Šušol, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-002/15	**Course title:** Information and Communication Technologies

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 5

Recommended semester: 1.

Educational level: I.

Prerequisites:

Course requirements:
Attendance and participation– A maximum of two absences with documentation are accepted.
Assessment - max. 100 points (50% preliminary / 50% final)
Assignments:
a) during the semester
• Presentation of a selected topic – 25 points. (Topics will be announced at the beginning of the semester. The date of the presentation will be set in the 3rd week of the semester and is fixed. In case of serious reasons, it is necessary to justify the absence by e-mail and submit the presentation into Moodle, otherwise no points will be awarded for the presentation.)
• project – website and tutorial for selected software 25 points. (submission – last week of the semester)
b) in the examination period
• test – 50 points
• At least 50% of the test points are required for the course to be passed.
• The dates for the final test will be announced through AIS no later than in the last week of the semester.
All parts of the evaluation are mandatory. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
• A 100% - 92%
• B 91% - 84%
• C 83% - 76%
• D 75% - 68%
• E 67% - 60%
• FX 59% - 0%
Scale of assessment (preliminary/final): 50/50

Learning outcomes:
After completing the course, the student has an overview of the basic concepts and terms used in the field of information and communication technologies. She/he knows the principles and concepts

covering the basic processes performed by computers. She/he understands how information and communication technologies work and why. She/he is aware of the negative aspects associated with the use of information and communication technologies.

Class syllabus:
1. Information and communication technologies and their historical and socio-economic aspects.
2. Computer, digital and information literacy, negative aspects of ICT, social informatics.
3. Characters and numbers encoding.
4. Computer hardware - basic computer parts, CPU, types of memory.
5. Computer hardware - buses, input-output devices.
6. Computer software - operating systems, software development.
7. Computer software - trends, types of licenses.
8. Adapting computers to the disabled.
9. Computer networks, types, architecture, network models, TCP / IP protocols, network interconnection,
10. Internet, cloud services.
11. Information security - goals, threats, measures.

Recommended literature:
Presentations available in Moodle.
MESSMER, P. Velká kniha HARDWARE - architektura, funkce, programování, Computer Press, Brno 2005, ISBN:80-251-0416-8.
ROUBAL, P. Hardware pro úplné začátečníky, Computer Press, Brno 2002, ISBN 80-7226-730-2.
Archív článkov a prednášok Jiřího Peterky. http://www.earchiv.cz/i_temata.php3
HORÁK, J. Hardware, Computer Press, 2007, ISBN 80-251-1741-3.

Languages necessary to complete the course:
Slovak; knowledge of English (B1 level) is required to work with the recommended literature.

Notes:

Past grade distribution
Total number of evaluated students: 133

A	B	C	D	E	FX
18,8	20,3	21,8	15,04	9,77	14,29

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-070/21	**Course title:** Intellectual Property

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 3.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-009/15 or FiF.KKIV/A-boIS-402/22

Course requirements:
a) two papers during the teaching part of the semester - presentation 10-15 min. (2x5 points) on a selected topic, focused on the analysis of a selected philosophical, historical document or historical law / privileges ... (e.g. Proudhon, copyright privileges, current legislative initiatives (ACTA, DMCA) ...
b) presentation of a selected part of the current copyright law of the Slovak Republic (5 points)
c) test during credits assignment week (15 points)
Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C , 84-91% -B, 92-100% -A
The teacher will accept a maximum of two absences, supported with relevant documentation. The exact date and topic of the papers will be announced at the beginning of the semester. Violation of academic ethics will be punished, and the student will lose all the received points in the specific item of assessment.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Upon successful completion of the course, the students have a basic overview of the principal concepts of ownership, the typology of intellectual property and understands the nature and principles of legislation in this area. They have a basic knowledge of the formation of copyright awareness in Europe and Slovakia (from antiquity to modern times) and the first copyright tools in Europe after the invention of book printing. They have the ability to analyze the first publishers' and authors' privileges and to identify their significance for the establishment of the first real copyright law. Students are able to understand current developments in the field of intellectual property associated with electronic and network communications, remote access to information.

Class syllabus:
1. Ownership as a social phenomenon. Philosophical and theoretical justifications of ownership (Locke, Hegel ...). Intellectual property - forms and principles. Growing importance of intellectual property - factors and influences.

2. Typology of intellectual property. Copyright and related rights - legislative documents. Typology of works. Rights and obligations under the law.

3. Moral and economic rights. Restrictions on property rights.

4. Industrial property rights - characteristics, typology. Patents. Designation of origin. Trademark. Registration mark. Management and development of intellectual property. WIPO.

5. History of copyright in Europe. Understanding copyright in the present and in the past. Starting points for the reconstruction of copyright history.

6. Ancient and medieval practices of copyright enforcement. Modern Europe - book printing and its influence on the development of copyright. Modern ways of exercising the author's rights to a book. Publisher's and author's privileges.

7. From intellectual property theory to the first real copyright law (Copyright Act).

8. History of copyright in Slovakia. Absence of legal tools in Slovakia after the invention of book printing.

9. Legal chaos as an ideal precondition for publishing of non-original editions in the 17th century. Publisher's and author's privileges as a tool for exercising the rights to a book in the 18th century.

10. Regulations regulating reprints and the first copyright regulations in Slovakia in the 18th century.

11. Problems of copyright in the age of new media. The nature of the work in the electronic environment. Authorship models in new media.

12. Sharing cultural production as a sociocultural phenomenon. Creative commons. DRM. Collective management of rights.

Recommended literature:
• Teacher´s presentations available in Moodle or MS TEAMS.
• Copyright Act 185/2015, e.g. https://www.autora.sk/zz/2015/185/20190101/
• FISHER, William W., 2002. Theories of Intellectual Property. In Stephen Munzer, ed., New Essays in the Legal and Political Theory of Property (Cambridge University Press, 2001). Available at: http://cyber.law.harvard.edu/people/tfisher/iptheory.pdf. 60 s.
• HUGHES, Justin. 1988. The Philosophy of Intellectual Property. In Georgetown Law Journal, December 1988. Available at: http://www.justinhughes.net/docs/a-ip01.pdf. 73 s.
• CHUDÝ, A., LICHNEROVÁ, L. a J. ŠUŠOL. Úvod do autorského práva pre informačné štúdiá [online]. Bratislava: Stimul 2011 [cit. 2013-09-10]. ISBN 978-80-8127-029-1. Available at: http://www.fphil.uniba.sk/index.php?id=4752
• Intellectual Property and Economic Development: Lessons from American and European History. [online]. Available at: http://www.iprcommission.org/papers/pdfs/study_papers/sp1a_khan_study.pdf. 58 s.
• ROSE, Mark. 1993. Authors and Owners : The Invention of Copyright. Cambridge : Harvard University Press, 1993. 176 s. ISBN 0674053095.
• WALDRON, J. Property and Ownership. In: The Stanford Encyclopedia of Philosophy [online]. Stanford University 2020. Available at: https://plato.stanford.edu/entries/property/
• WIPO Intellectual Property Handbook: Policy, Law and Use. Available at: https://www.wipo.int/about-ip/en/iprm/

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution Total number of evaluated students: 97					
A	B	C	D	E	FX
36,08	31,96	17,53	11,34	0,0	3,09

Lecturers: doc. Mgr. Lucia Lichnerová, PhD., prof. PhDr. Jaroslav Šušol, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-018/15	**Course title:** Internship

Educational activities:
  Type of activities: practice
  Number of hours:
   per week: 120 **per level/semester:** 1680
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 57

A	B	C	D	E	FX
98,25	1,75	0,0	0,0	0,0	0,0

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 02.06.2015

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-061/21	**Course title:** Internship

Educational activities:
 Type of activities: practice
 Number of hours:
  per week: **per level/semester:** 3t
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
The required volume of internship is 90 hours (15 days, 6 hours per day). If a particular day planned for internship placement is a state/bank holiday, the hours do not have to be compensated. The course is assessed on the basis of the report that the student submits after the completion of the internship and that is certified by the institution. The report contains a description of the activities the student performed during the placement.
Scale of assessment (preliminary/final): Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students are familiar with the activities of particular information institution (library, publisher, media organisation etc.), more specifically with the processes of information resources processing and management, collection building and service development. They know how to apply creatively the theoretical knowledge from their studies in practice.

Class syllabus:
1. Information institution, its functions, position and role in the region. Organisational structure of the institution. 2. Organisational components within institution, their functions, scope of activities, organisational relations, description of technological processes, expert activities and procedures, performances. Information system of the institution. 3. Public presentation of the institution - forms, methods, materials. 4. Document processing, information and data management, information services, information products.

Recommended literature:

Languages necessary to complete the course:
 Slovak

Notes:

Past grade distribution

Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-023/15	**Course title:** Introduction into Information Science

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 6.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-403/22

Course requirements:
Presentation of a selected topic of the subject, a final written essay paper about a selected issue in the field of Information Science, (18000 signs, 10 pages, 100 points), test / written exam (20 points), written tasks (2-3) to current topics of Information Science. Active participation in lectures and seminars, continuous completion of tasks. Evaluation of essays: content (30), structure (20), analysis (20), interpretation, style (20), reference (10): 100 points. Evaluation of presentations: 3-0. Tests: 2 questions: max. 20 points, min. 11 points.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the presentations and test will be announced no later than in the last week of the instruction period.
The teacher will accept a maximum of two absences with documentation.
Grading scale: A (100-92 %), B (91-85 %), C (84-76 %), D (75-68 %), E (67->60 %), Fx ($\leq$ 60 %), Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After the completion of the subject the students will be able to understand mission of information science, including its history, concept of information, education and trends. They will learn about main paradigms and main topics of information science, including research, methodology and personalities – founders of information science. Students will improve in analyses of the main topics of information science, i.e. information retrieval, information behavior, digital libraries and bibliometrics and informetrics. Students should understand the social role of information science in the information society.

Class syllabus:
Information science: subject and brief history. Data, information, knowledge. Information process. Information interactions. Contexts of information use: science, education, workplaces, everyday information practices.

Terminology of information science. The concept of information, Main categories of information science. Relevance, document, information retrieval, information seeking, information behavior, digital libraries, information ecology, etc. Methodological background.

Information science as a transdisciplinary subject. Two main historical theoretical paradigms: systems and user paradigms of information science. Founders and pioneers of information science: Gerard Salton, Jesse Shera, Jason Farradane, Eugene Garfield, Bertram Brookes and others.

Information as a main concept of information science. Approaches to research of information: communicative, cognitive, semiotic, logical, structural, social, multitype, deconstructivism. Types of information, physical, biological, social, scientific information. L. Floridi, M. Buckland.

Information retrieval and information seeking. Cognitive and physical paradigms, information retrieval systems. Main authors: N. Belkin, T. Saracevic, P. Ingwersen, C.C. Kuhlthau, B. Dervin, M. Bates. Knowledge organization.

Human information behavior, brief history and trends. T.D. Wilson, B. Dervin, D. Ellis, C.C. Kuhlthau, M. Bates etc. Information literacy. Information ethics. L. Floridi, R. Capurro.

Bibliometrics and informatics. Brief history and trends. E. Garfield, ISI. WoS. Digital libraries, brief history and trends. Altmetrics. Digital science, open science.

Related topics. Social informatics. Applied informatics. Knowledge management. Education in information science, brief history and trends (i-schools).

Trends in information science research. Digital libraries, information ecology, information ethics. Artificial intelligence – applications in information retrieval, information behavior, information management, information design. Big data, data management.

Recommended literature:

STEINEROVÁ, Jela a Miriam ONDRIŠOVÁ (eds.). (2020). Informačná veda. Výkladový slovník. (Information Science. An Explanatory Dictionary). Authors: Jela Steinerová, Jaroslav Šušol, Pavol Rankov, Lucia Lichnerová, Ľudmila Hrdináková, Miriam Ondrišová, Marta Špániová, Katarína Buzová, Andrea Hrčková. Bratislava: Univerzita Komenského v Bratislave, 2020. 278 s. ISBN 978-80-223-4866-9.

STEINEROVÁ, Jela. (2016). Informačná veda: tradície, teórie a trendy - smerom k digitálnej vede. In: Knižničná a informačná veda. 26. Zborník FiFUK. Bratislava: UK, 2016, s. 9-28.

STEINEROVÁ, Jela – Grešková, Mirka – Ilavská, Jana. (2010). Informačné stratégie v elektronickom prostredí. Bratislava: Univerzita Komenského v Bratislave, 2010. 192 s. ISBN 978-80-223-2848-7.

BAWDEN, David a ROBINSON, Lyn. (2017). Úvod do informační vědy. Prel. M. Lorenz. Brno: Flow 2017. 451s. ISBN 978-80-88123-10-1.

STEINEROVÁ, Jela. (2011). Informačná veda a informačné stratégie. In: Knižničná a informačná veda 23. Zbornik FiFUK. Bratislava: UK, 2011, s. 7-20.

Further reading:

BAWDEN, David, Lyn Robinson. (2012). Introduction to Information Science. London: Facet Publishing 2012. 351s. ISBN 978-1-85604-810-1.

BUCKLAND, Michael. (2017). Information and Society. Cambridge, Mass.: Massachussetts Institute of of Technology 2017. 217 s.

FLORIDI, Luciano. (2010). Information. A Very Short Introduction. Oxford: Oxford University Press 2010, 130s.

STEINEROVÁ, Jela. (2018). Informačné prostredie a vedecká komunikácia: informačné ekológie. Bratislava: UK 2018.

STEINEROVÁ, Jela. (2005). Informačné správanie: Pohľady informačnej vedy. Bratislava : Centrum VTI SR, 2005. 189 s.

STEINEROVÁ, Jela a kol. (2012). Informačná ekológia akademického informačného prostredia. Bratislava: vyd. UK 2012.

SEDLÁČKOVÁ, Beata. (2015). Úvod do informační vědy. Opava. Slezská univerzita 2015.

CEJPEK, J. (1998). Informace, komunikace a myšlení. Praha : Karolinum, 1998. 179 s.

ČABRUNOVÁ, A. (2002). K formovaniu informačnej vedy ako vedy. In: Knižničná a informačná veda XIX. Bratislava : UK, 2002, s. 73 – 110

NOVÁ paradigma informačnej vedy. (2007).Zborník príspevkov zo seminára. 21.11.2007. Ed. M. Regec, I. Lányiová. KKIV-UKB Bratislava. CD-ROM.

STEINEROVÁ, Jela. (2007). Komunikácia poznatkov v novej paradigme informačnej vedy. In: ITLib. 2007, č. 3, s.5-13.

STEINEROVA, Jela, Grešková, Mirka, Šušol, Jaroslav. (2007). Prieskum relevancie informácií. Výsledky analýz rozhovorov s doktorandmi FiFUK. Bratislava: CVTI SR, 2007. 150s. ISBN 978-80-85165-93-7.

STEINEROVÁ, Jela. (2008). Informačné systémy v novej paradigme vzdelávania a výskumu. In: IT Lib. 2008. Roč. 12, 2008, č. 2, s. 4-12.

STEINEROVÁ, Jela. (2009). Informačná ekológia – využívanie informácií srdcom. In: ITLib. Informačné technológie a knižnice. Roč. 13, 2009, č. 2, s. 4-16. ISSN 1335-793X.

KATUŠČÁK, D. a kol. (1998). Informačná výchova. Bratislava : SPN, 1998. 375 s.

STEINEROVÁ, Jela. (1996). Teória informačného prieskumu. Bratislava: SlTK-CVTI, 1996. 262 s.

Languages necessary to complete the course:
Slovak, English

Notes:

Past grade distribution
Total number of evaluated students: 57

A	B	C	D	E	FX
15,79	24,56	29,82	17,54	12,28	0,0

Lecturers: prof. PhDr. Jela Steinerová, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-005/15	**Course title:** Introduction into Information Studies

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4
Recommended semester: 1.
Educational level: I.
Prerequisites:
Course requirements:
Learning outcomes:
Class syllabus:
Recommended literature:
Languages necessary to complete the course:
Notes:
Past grade distribution Total number of evaluated students: 118

A	B	C	D	E	FX
19,49	22,03	25,42	13,56	4,24	15,25

Lecturers: PhDr. Ľudmila Hrdináková, PhD.
Last change: 18.03.2021
Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-012/15	**Course title:** Introduction into Media and Information Literacy

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 2 / 1 **per level/semester:** 28 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:
Course requirements:
a) during the semester: a) 2 practical assignments (20 points): 1. an examples for an information literacy tutorial; 2. an infographic / AV spot in the field of information literacy;
b) a paper about a selected issue in the field of information literacy (20 points): e.g. integration of information literacy into education, integration of information literacy into higher education, the concept of meta-literacy, digital citizenship and digital literacy, the impact of information literacy on workplace innovation, the impact of information literacy on online sources evaluation, disinformation and information literacy, educational practices of information literacy in academic libraries, information literacy and academic/school success etc.
c) in the examination period: oral examination (60 points).
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 40/60

Learning outcomes:
After successfully completing the course, is a student able to critically evaluate the need for information, technology, and media. The student can critically and reflexively evaluate the negatives and weaknesses of the information and media environment and related macro-social and micro-social problems. The student knows the basic concepts of information, media, digital and data literacy, basic indicators of information and media literacy, as well as tools for evaluating information and media content. The student is able to critically evaluate information, media coverage (in terms of form, content, meaning, and purpose). The student is able to self-evaluate as a user of information and a consumer of the media. The student knows the basic tools and methods of information literacy training/instruction.

Class syllabus:

1. Introduction to media and information literacy MIL, terminology. The importance of information, technology, and media.
2. Development of information and media literacy.
3. Basic problems of information and media environment at macro and micro level (mediated childhood: media vs. mental and physical health of children, cognitive abilities; ICT in education, plagiarism, multitasking, security and media, information explosion, quality of information, etc.).
4. Multi-literacy, related concepts.
5. MIL theory: basic concepts of information and media literacy.
6. Analytical view on information and media literacy (analysis of partial competencies of the structural framework of media and information literacy).
7. Basic MIL attributes.
8. Fundamentals of the theory of education in the field of MIL.
9. Basics of MIL didactics.
10. Reading literacy as a prerequisite for information and media literacy.

Recommended literature:
1. Brestovanský, Martin. Úvod do mediálnej výchovy [online]. Trnava: Trnavská univerzita v Trnave 2010 [cit. 2021-10-12]. ISBN 978-80-8082-396-2. Available at: https://pdf.truni.sk/download?e-skripta/uvod-do-medialnej-vychovy.pdf
2. Framework for Information Literacy for Higher Education [online]. ALA, American Library Association, 1996 – 2021 [cit. 2021-10-12]. Available at: https://www.ala.org/acrl/standards/ilframework
3. HRDINÁKOVÁ, Ľ. Informačná gramotnosť ako kľúčová kompetencia pre 21. storočie [online]. Bratislava: Stimul, 2011 [cit. 2021-10-12]. ISBN 978-80-8127-037-6. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Granty_a_projekty/Inwent/LH_gramotnost.pdf
4. Informačná a mediálna gramotnosť [online]. Bratislava: Filozofická fakulta UK, Akademická knižnica UK [cit. 2021-10-12]. Available at: https://midas.uniba.sk/
5. Koncepcia mediálnej výchovy v Slovenskej republike v kontexte celoživotného vzdelávania [online]. [Bratislava]: [Ministerstvo kultúry Slovenskej republiky], December 2009 [cit. 2021-10-12]. Available at: http://195.49.188.210/uploads/9z/9U/9z9UuLgW-4Iwh72hQv9adw/vlastny_material.pdf

Languages necessary to complete the course:
Languages necessary to complete the course: Slovak

Notes:

Past grade distribution
Total number of evaluated students: 83

A	B	C	D	E	FX
7,23	10,84	27,71	15,66	22,89	15,66

Lecturers: PhDr. Ľudmila Hrdináková, PhD., doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-105/00	**Course title:** Introduction into New Media

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 4

Recommended semester: 2., 4.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 323

A	B	C	D	E	FX
24,77	14,55	21,05	13,62	15,17	10,84

Lecturers: Mgr. Milan Regec, PhD.

Last change: 16.03.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-077/21	**Course title:** Introduction to Database Design

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 2 **per level/semester:** 14 / 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-006/15

Course requirements:
Attendance and participation– A maximum of two absences with documentation are accepted.
Assignments during the semester (max. 100 points):
- 65 points - project in the database system Access (submission – last week of the semester; The exact date will be set at the beginning of the semester)
- 35 points – test (week before end of the semester; The exact date will be set at the beginning of the semester.)
- small assignments not evaluated by points
All parts of the evaluation are mandatory. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
• A 100% - 92%
• B 91% - 84%
• C 83% - 76%
• D 75% - 68%
• E 67% - 60%
• FX 59% - 0%
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After completing the course, the student has theoretical and practical knowledge in the field of databases systems. She/he knows the basic terminology and typology of database systems. She/he understands the principles of their operation and the design of an effective relational database structure. She/he has practical skills in database and user interface design and application implementation in the Access database system.

Class syllabus:
1. History and motivation of development and use of database systems
2. Principles and properties of database systems.

3. Basic data structures, data models.
4. Relational database systems.
5. The process of database design and implementation in the database system Access.
6. Query design in the Access.
7. Design and creation of forms in Access.
8. Design and creation of reports in Access.
9. Creation of macros.
10. MS Word correspondence using data from the database.
11. Design and creation of user interface in Access.

Recommended literature:
• Presentations from lectures and tutorials on the functionalities of the database system Access are available in Moodle
• PíSEK, S. Access 2013 - podrobný průvodce. Praha : Grada Publishing , 2013. 147s. ISBN: 80-2470-788-8.;
• Microsoft Corporation. Pomocník a výuka pre Access [online]. Available at: https://support.microsoft.com/sk-sk/access
• RIORDAN, Rebecca M. Vytváříme relační databázové aplikace. Praha : Computer Press, 2000. 280 s. ISBN 80-7226-360-9.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 104

A	B	C	D	E	FX
30,77	19,23	23,08	7,69	8,65	10,58

Lecturers: Ing. Miriam Ondrišová, PhD.

Last change: 31.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-079/21	**Course title:** Introduction to Information Studies

Educational activities: **Type of activities:** lecture / seminar **Number of hours:**   **per week:** 1 / 1 **per level/semester:** 14 / 14 **Form of the course:** on-site learning

Number of credits: 5

Recommended semester: 1.

Educational level: I.

Prerequisites:

Course requirements: Continuously during the semester: The student will be able to obtain 60 points (which is 85% of the total evaluation) for individual work - scored individual assignments and 10 points (which is 15% of the total evaluation) for group assignments. Failure to submit the interim assignment constitutes a point penalty. Grading scale: 70-65: A, 64-59: B, 58-53: C, 52-47: D, 46-43: E, 42-0: Fx Scale of assessment (preliminary/final): 100/0

Learning outcomes: After successfully completing the course, the student understands the study system at KKIV FiFUK and FIFUK, he has knowledge of the study of the department and the field itself. He can orientate in currently valid legislation of UK and FiFUK. He has basic knowledge of primary and secondary information sources for university studies and the possibilities of their use. He knows the methods and techniques of university study, independent study, creation and design of oral and written academic expressions. He has knowledge of academic ethics, study psychohygiene, information psychohygiene and university student literacy. Student can apply the knowledge in practice. He has theoretical knowledge in the field of writing academic works and basic skills in creating bibliographic references and citations.

Class syllabus: Class syllabus: 1. Origin and development of studies at KKIV FifUK. The current study system at KKIV FiFUK, current study programs and their characteristics. Graduate profile and application 2. Basic legislation of Comenius University and FIFUK (study and disciplinary rules) 3. Characteristics, starting points and basic concepts of the department of library and information science 4. Characteristics of information sources in the field. Primary and secondary information sources for university studies, possibilities of their use 5. Academic ethics 6. Methods and techniques of university study. Self-study techniques, study and information psychohygiene

7. Motivation to study
8. Creation and conception of written academic speeches. Parts of seminar work
9. Plagiarism and publishing ethics. Theory of citation and reference to used sources, creation of bibliographic references
10. Basics of rhetoric. Recommendations for PowerPoint and image presentation
11. Excursions to libraries (FifUK Academic Library, University Library in Bratislava, CVTI SR in Bratislava)

Recommended literature:
• DUCHOŇOVÁ Lenka a Ľudmila HRDINÁKOVÁ. Metódy a techniky individuálneho štúdia na vysokej škole [online]. Bratislava: Univerzita Komenského v Bratislave, 2014 [cit. 2021-03-10]. Dostupné na: https://uniba.sk/fileadmin/ruk/ak/ig-samostudium.pdf • DUCHOŇOVÁ Lenka a Ľudmila HRDINÁKOVÁ. Tvorba abstraktov odborných prác [online]. Bratislava: Univerzita Komenského v Bratislave, 2014 [cit. 2021-03-10]. Dostupné na: https://midas.uniba.sk/wp-content/uploads/2016/02/midas-abstrakty.pdf • HRDINÁKOVÁ, Ľudmila. Bibliografické a citačné reťazenie [online]. Bratislava: Univerzita Komenského v Bratislave, 2014 [cit. 2021-03-10]. Dostupné na: https://midas.uniba.sk/wp-content/uploads/2016/02/midas-citacne-retazenie.pdf • HRDINÁKOVÁ, Ľudmila. Hodnotenie informačných zdrojov [online]. Bratislava: Univerzita Komenského v Bratislave, 2014 [cit. 2021-03-10]. Dostupné na: https://midas.uniba.sk/wp-content/uploads/2016/02/midas-hodnotenie-IZ.pdf • HRDINÁKOVÁ, Ľudmila. Ústna prezentácia [online]. Bratislava: Univerzita Komenského v Bratislave, 2014 [cit. 2021-03-10]. Dostupné na: https://midas.uniba.sk/wp-content/uploads/2016/02/midas-ustna-prezenacia.pdf • JURČACKOVÁ, Zora, MATTHAEIDESOVÁ, Marta, NOVÁKOVÁ, Marta a Elena SAKÁLOVÁ. Využívanie informačných zdrojov. 5. prepracované a doplnené vydanie. Bratislava: CVTI, 1999. 132 s. • KATUŠČÁK, Dušan, MATTHAEIDESOVÁ, Marta a Marta NOVÁKOVÁ. Informačná výchova: terminologický a výkladový slovník: odbor knižničná a informačná veda. 1. vyd. Bratislava: SPN, 1998. 375 s. • LICHNEROVÁ, Lucia, 2016. Písanie a obhajoba záverečných prác: vysokoškolské skriptá pre študentov Univerzity Komenského v Bratislave [online]. Bratislava: Stimul [cit. 2020-09.13]. Dostupné na: http://stella.uniba.sk/texty/LL_pisanie_obhajoba_zaverecne_prace.pdf • MEŠKO, Dušan; KATUŠČÁK, Dušan a Ján FINDRA. Akademická príručka. 2. upravené a doplnené vydanie. Osveta, 2005. ISBN 8080632006. • STAROŇOVÁ, Katarína. Vedecké písanie. Osveta, 2011. ISBN 9788080633592. • Vnútorný predpis č. 8/2008: Disciplinárny poriadok UK pre študentov [online]. Bratislava: Univerzita Komenského v Bratislave, 2018 [cit. 2020-12-13]. Dostupné na: https://uniba.sk/fileadmin/ruk/as/2018/20180627/11-Disciplinarny_poriadok_UK.pdf • Vnútorný predpis č. 5/2020 Študijný poriadok Univerzity Komenského v Bratislave, Filozofickej fakulty [online]. Bratislava: Filozofická fakulta UK, 2020 [cit. 2021-03-10]. Dostupné na: https://uniba.sk/fileadmin/ruk/as/2020/20200527/04a_Studijny_poriadok_FiF_UK.pdf

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 21

A	B	C	D	E	FX
80,95	9,52	4,76	0,0	0,0	4,76

Lecturers: Mgr. Marta Špániová, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-071/21	**Course title:** Knowledge Management

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 2 **per level/semester:** 14 / 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:
 Course evaluation consists of following assignments:
 active participation (10 points),
 project A - list of KM sources (10 points),
 project A presentation (5 points),
 project B - KM application in practise (30 points),
 project B presentation (10 points),
 final test (35 points).
 All parts of the course evaluation are mandatory.
 Two excused absences are possible during a course which will decrease your points for active participation.
 The detailed schedule with deadlines for the specific assignments is going to be available at the beginning of the semester.
 Scholastic honesty policies are applied, there is "zero tolerance" for plagiarism, unauthorized collaboration on assignments etc. Any offences will lead to annulment of assignment points.
 Overall course evaluation (in %):
 100-92: A
 91-84: B
 83-76: C
 75-68: D
 67-60: E
 59-0: FX
 Scale of assessment (preliminary/final): 100/0

Learning outcomes:
 Course graduates understand key issues in the field of knowledge management together with basic concepts and principles of its implementation. Students grasp key problems connected with knowledge management in an organisational context. They have the ability to apply selected methods of knowledge management implementation in practice.

Class syllabus:

1. Knowledge management – basic concepts and background
2. Typology of knowledge
3. Knowledge life cycle
4. Dimensions of knowledge management
5. Technological aspects of knowledge management – collaborative software, BI
6. Specifics of managing knowledge using technological tools
7. Implementation methods for KM
8. Knowledge worker
9. Working with tacit knowledge – story
10. Working with tacit knowledge – communities
11. Working with tacit knowledge – mentorship

Recommended literature:
MLÁDKOVÁ, L. Moderní přístupy k managementu: Tacitní znalost a jak ji řídit. Praha: Nakladatelství C. H. Beck, 2005.
BUREŠ, V. Znalostní management a proces jeho zavádění: příručka pro praxi. Praha: Grada Publishing, 2007.
Lectures and other materials published via Moodle.
Other recommended resources:
COLLISON, C., PARCELL, G. (2005). Knowledge management: praktický manažment znalostí z prostředí předních světových učících se organizací. Brno : Computer Press, 2005. 236 p.
KATUŠČÁKOVÁ, Marcela. Kontexty manažmentu znalostí. Žilina: Žilinská univerzita 2015. 118 s.
BARTÁK, J. (2008). Od znalostí k inovacím. Praha: Alfa, 2008. 190 s.
Journal of Knowledge Management
KMWorld: http://www.kmworld.com/
CIO.com: Business Technology Leadership: http://www.cio.com

Languages necessary to complete the course:
Slovak, English (B2 and higher) to work with information sources

Notes:

Past grade distribution
Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: Mgr. Miroslava Pastierová, PhD., prof. PhDr. Jela Steinerová, PhD.

Last change: 27.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	
Course ID: FiF.KKIV/A-boIS-015/15	**Course title:** Knowledge Management and Object Cataloguing

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 3 **per level/semester:** 14 / 42
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester: seminar work in the field of knowledge organization and subject cataloging (20 points) and practical test of subject cataloging in the credit week (20 points)
b) in the examination period: written test (60 points).
Grading scale:
100-92: A, 91-84: B, 83-76: C, 75-68: D, 67-60: E, 59-0: Fx
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 40/60

Learning outcomes:
After successfully completing the course, the student understands the basic systems and processes of knowledge organizing in library and information science. He understands the principles of subject cataloging, classification and indexing and can apply their procedures in practice. He has skills in the field of content analysis and creation of indexing terms for the needs of bibliographic records of documents, in accordance with international standards. Student understands the principles of library classification and categorization and their use in the organization of information in traditional and electronic environments. He masters practically all subject cataloging procedures (subject and systematic cataloging) and he is able to process factual selection data of a bibliographic record of a book in the international exchange bibliographic format MARC21 using a library and information system.

Class syllabus:
Class syllabus:
1. Knowledge organization in library and information science. Systems and processes of knowledge organization in libraries and information institutions

2. Cataloging as a basic process of organizing knowledge
3. Subject cataloging. Document content analysis and indexing
4. Rules of creating indexing terms. Keywords
5. Subject cataloging and creation of subject headings
6. Systematic cataloging and library classification. Universall decimal classification: structure and creation of characters
7. Library categorization. International Standard Conspectus
8. Trends in subject cataloging
9. Indexing consistency. International standards of subject cataloging
10. International recommendations for subject approach in national bibliographies
11. Creation of subject authority
12. Subject cataloging in the international exchange bibliographic format MARC21 according to the RDA cataloging rules
13. Practical subject cataloging of documents using international standards and library information system

Recommended literature:
Temporary teaching text available in MS Teams files.
HJORLAND, B. (ed.). ISKO Encyclopedia of Knowledge Organization (IEKO). In: ISKO: International Society of Knowledge Organization [online]. 2016-2021. Dostupné na internete: https://www.isko.org/cyclo/index.html
ROWLEY, J., Hartley, R. Organizing Knowledge: An Introduction to Managing Access to Information. Farnham: Ashgate, 2014. 367 s. ISBN 978-0-7546-4431-6.
STEINEROVÁ, J., ONDRIŠOVÁ, M. (ed.). Informačná veda: výkladový slovník. Bratislava: Univerzita komenského v Bratislave, 2020. 278 s. ISBN 978-80-223-4866-9.
TAYLOR, A., JOUDREY, D. N. The Organization of Information. Westport: Libraries unlimited, 2009. 512 s. ISBD 978-1-59158-700-2.
Methodical materials on the issue of cataloging and subject cataloging of the Slovak National Library: https://www.snk.sk/sk/informacie-pre/kniznice-a-knihovnikov/metodika-pre-narodnu-bibliografiu.html
Methodical materials on the issue of cataloging and subject cataloging of the Czech National Library: https://ipk.nkp.cz/homepage-ipk
Magazine articles:
ITLib : Informačné technológie a knižnice. Bratislava : CVTI SR, 2001-
Knižnica : Revue pre knihovníctvo a bibliografiu, knižnú kultúru, informačné systémy a technológie, ochranu dokumentov, biografistiku, archív a múzeum knihy, knižnej grafiky a literárnych pamiatok. Martin : Slovenská národná knižnica, 2000-
Ikaros : elektronický časopis o informační společnosti [online]. Dostupné na internete: www.ikaros.cz. Praha, 1997-

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 58

A	B	C	D	E	FX
24,14	31,03	25,86	12,07	5,17	1,72

Lecturers: Mgr. Marta Špániová, PhD.

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-016/15	**Course title:** Knowledge Organization and Descriptive Cataloguing

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 2 **per level/semester:** 14 / 28
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester: cataloguing of the selected monographic document according to the RDA rules in the MARC 21 format. The document must contain more than 1 author and several types of titles (main title, subtitle, etc.). (20 points)
Contents: a) pages of description sources b) bibliographic record in MARC 21. The task will be handed over to the teacher by the end of the credits assignment week; late delivery = - 10 points.
(b) in the examination period: written test (80 points).
Evaluation method:
The student is required to complete an ongoing assessment; The student will be admitted to the test only with a minimum of 15 points from continuous evaluation. The points obtained during the semester and in the examination period are added together.
Grading scale: 0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
The teacher will accept a maximum of two absences with documentation.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Scale of assessment (preliminary/final): 20/80

Learning outcomes:
Upon successful completion of this course, the student has an overview of the basic terminology, processes, standards and bibliographic formats related to the descriptive cataloging. He has theoretical knowledge in the field of development of secondary documents (catalogs and bibliographies), their creation and rationalization of their construction. He understands the basic principles of descriptive cataloging of monographic documents and is able to create a methodology for descriptive cataloging of documents of various types. He has practical skills in creating bibliographic records according to the RDA standard in the MARC 21 bibliographic exchange format in the Virtua or Dawinci library information system.

Class syllabus:
Lectures:
1. Basic terms of descriptive cataloguing and information retrieval.
Strana: 2

2. History of cataloging and bibliographic activities. Periodization of the Slovak national bibliography. Origin and development of cataloging rules.
3. Products of descriptive cataloguing, their importance and use in practice (catalogs, bibliographies, Published Paper Registration – citations, literature retrieval services, research, acquisition).
4. Typology of catalogs and bibliographies.
5. National bibliographic services in Slovakia and abroad. Slovak current and retrospective national bibliography and its products.
6. Standards and methodology of descriptive cataloging of monographic documents according to RDA. Assumptions and factors influencing the descriptive cataloging of documents.
7. Bibliographic formats for the exchange of bibliographic data. MARC21 format structure Bibliographic communication. Elements and processes of bibliographic communication. Metatext and prototext, types and functions of metatexts.
8. Union catalogs, assumptions of their construction and cataloging policy.
9. Access points in the bibliographic record. Creation of identification access point according to RDA. Standards and conceptual models for access points.
10. National name authority databasess in Slovakia and abroad (Slovakia, Czech Republic, USA ...)
11. Building catalogs and bibliographies in the electronic era.
12. Rationalization of descriptive cataloging, current trends and perspectives.
13. Functional requirements for bibliographic records.
Seminars: focused on the practical creation of bibliographic records of monographic documents according to the RDA, in MARC 21 in Virtua or Dawinci.

Recommended literature:
Teacher´s presentations available in MS TEAMS and Moodle.
• KATUŠČÁK, D. Moderná bibliografia [online]. Bratislava: FFUK, 1997 [cit. 2013-09-09]. Available at://www.fphil.uniba.sk/~katuscak/habilitacia.pdf
• ROHOŇOVÁ, Ľudmila. Metodika popisu kníh vo formáte MARC 21 s interpretáciou pravidiel RDA: príručka používateľa [online]. Martin: Slovenská národná knižnica, 2018 [cit. 2021-01-15]. Available at: https://www.snk.sk/images/Informacie_pre/Kniznice_a_knihovnikov/ Metodika_pre_NB/NB_Metodika_knihy_RDA_V2-1.pdf
• RUTTKAYOVÁ, K. a J. KÁBRT. Bibliografia. Bratislava: Slovenské pedagogické nakladateľstvo, 1991.
• STEINEROVÁ, Jela a kol. Informačná veda: výkladový slovník. Bratislava: Univerzita Komenského, 2020.
• STODOLA, Jiří. Sémantické aspekty katalogizace [online]. Brno: Masarykova univerzita, 2014 [cit. 2021-09-03]. Available at: https://is.muni.cz/do/rect/el/estud/ff/js14/katalogizace/web/ index.html

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 62

A	B	C	D	E	FX
20,97	20,97	29,03	12,9	9,68	6,45

Lecturers: doc. Mgr. Lucia Lichnerová, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKSF/A-boLA-001/15	**Course title:** Latin for Students of History 1

Educational activities:
 Type of activities: practicals
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
During the semester: active participation in class, after 5 units written midterm test (100 points), which makes up 30% of the final evaluation. The exact date of the midterm test will be announced during the semester. The midterm test can be taken only once.
In the examination period: written test (200 points), which makes up 70% of the final evaluation. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Grading scale:
100 – 92%: A
91 – 84%: B
83 – 76%: C
75 – 68%: D
67 – 60%: E
59 – 0%: Fx

Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
The teacher will accept a maximum of two absences without documentation.
Scale of assessment (preliminary/final): 30%/70%

Learning outcomes:
After successfully completing the course, the student has basic grammar knowledge of Latin language. He is able to read a Latin written text correctly, and translate simple sentences. He knows basic grammatical terminology.

Class syllabus:
1. Introduction, alphabet, pronunciation of Latin sounds, syllable length, accent, introduction to the morphology of verbs and nouns
2. 1st conjugation, 1st declension
3. 2nd conjugation, 2nd declension
4. Adjectives of the 1st and 2nd declensions, possessive pronouns, 1st and 2nd declension adverbs

5. 3rd and 4th conjugation, personal pronouns, dativus commodi
6. Verb esse and the compounds, verba deponentia, dativus possessivus
7. Midterm test
8. 3rd declension (consonant stems), ablativus temporis
9. 3rd declension (vowel stems), genitivus subiectivus et obiectivus
10. Adjectives of the 3rd declension, 3rd declension adverbs, present active participle
11. Comparison of adjectives and adverbs
12. Grammatical overview

Recommended literature:
• BALEGOVÁ, Jana. Lingua Latina – Cursus communis [online]. Košice: Univerzita Pavla Jozefa Šafárika v Košiciach, 2019. ISBN 978-80-8152-815-6. [cit. 2021-10-22]. Available at: https://www.upjs.sk/public/media/17107/Lingua%20Latina%20-%20cursus%20communis.pdf.
• BALEGOVÁ, Jana. Lingua Latina – Cvičebnica pre historikov [online]. Košice: Univerzita Pavla Jozefa Šafárika v Košiciach, 2019. ISBN 978-80-8152-814-9. [cit. 2021-10-22]. Available at: https://www.upjs.sk/public/media/17107/Lingua%20Latina%20-%20cvicebnica%20pre%20historikov.pdf.
• UPJŠ. Latinsko-slovenský slovník (1. – 35. lekcia) [online]. [cit. 2021-10-22]. Available at: https://www.upjs.sk/public/media/17107/Latinsko-slovensky%20slovnik%201.-35.%20l..pdf.
• ŠPAŇÁR, Július and Jozef HORECKÝ. Gramatika latinského jazyka. Bratislava: Slovenské pedagogické nakladateľstvo, 1960.

Additional literature will be introduced at the beginning of semester.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 219

A	B	C	D	E	FX
15,07	8,68	13,7	17,35	26,03	19,18

Lecturers: Mgr. Ivan Lábaj, PhD.

Last change: 28.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKSF/A-boLA-002/15	**Course title:** Latin for Students of History 2

Educational activities:
 Type of activities: practicals
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites: FiF.KKSF/A-boLA-001/15 - Latin for Students of History 1

Course requirements:
During the semester: active participation in class, after 4 units written midterm test (100 points), which makes up 30% of the final evaluation. The exact date of the midterm test will be announced during the semester. The midterm test can be taken only once.
In the examination period: written test (200 points), which makes up 70% of the final evaluation. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Grading scale:
100 – 92%: A
91 – 84%: B
83 – 76%: C
75 – 68%: D
67 – 60%: E
59 – 0%: Fx

Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
The teacher will accept a maximum of two absences without documentation.
Scale of assessment (preliminary/final): 30%/70%

Learning outcomes:
After successfully completing the course, the student has a deeper grammatical knowledge of Latin. He has mastered all declensions of nouns and all verb tenses, he is able to understand a simple coherently written Latin text.

Class syllabus:
1. Overview of units 1 – 9
2. Imperfect active and passive indicative, 4th declension
3. Future active and passive indicative, 5th declension
4. Demonstrative pronouns
5. Interrogative and relative pronouns

6. Indefinite pronouns, pronominal adjectives
7. Midterm test
8. Numerals, using the toponyms
9. Perfect stem, perfect active indicative, perfect indicative of the verb esse
10. Supine and the supine stem, perfect passive participle, future active participle
11. Active periphrastic conjugation, perfect passive indicative, verba semideponentia
12. Plusquamperfect active and passive indicative, future perfect active and passive indicative,, ablativus loci
13. Grammatical overview

Recommended literature:
• BALEGOVÁ, Jana. Lingua Latina – Cursus communis [online]. Košice: Univerzita Pavla Jozefa Šafárika v Košiciach, 2019. ISBN 978-80-8152-815-6. [cit. 2021-10-22]. Available at: https://www.upjs.sk/public/media/17107/Lingua%20Latina%20-%20cursus%20communis.pdf.
• BALEGOVÁ, Jana. Lingua Latina – Cvičebnica pre historikov [online]. Košice: Univerzita Pavla Jozefa Šafárika v Košiciach, 2019. ISBN 978-80-8152-814-9. [cit. 2021-10-22]. Available at: https://www.upjs.sk/public/media/17107/Lingua%20Latina%20-%20cvicebnica%20pre%20historikov.pdf.
• UPJŠ. Latinsko-slovenský slovník (1. – 35. lekcia) [online]. [cit. 2021-10-22]. Available at: https://www.upjs.sk/public/media/17107/Latinsko-slovensky%20slovnik%201.-35.%20l..pdf.
• ŠPAŇÁR, Július and Jozef HORECKÝ. Gramatika latinského jazyka. Bratislava: Slovenské pedagogické nakladateľstvo, 1960.

Additional literature will be introduced at the beginning of semester.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 175

A	B	C	D	E	FX
17,14	12,57	12,0	16,57	22,29	19,43

Lecturers: Mgr. Ivan Lábaj, PhD.

Last change: 28.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-034/15	**Course title:** Latin in Old Prints

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
During the semester, students will be able to obtain 50 points for independent work - homework focused on Latin grammar and bibliographic description of the old book in Latin. In the credit week, the test will focus on practical skills: bibliographic description of the old book in Latin, bibliographic verification and creation of a bibliographic record using international standards and a library-information system. The student will be able to get 50 points from the test in the credit week.
Grading scale: 100-92: A, 91-84: B, 83-76: C, 75-68: D, 67-60: E, 59-0: Fx
At the beginning of the semester, each student will receive an individual plan and homework assignments for the entire semester. Max. 2 absences with proven documents.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student knows the basics of Latin grammar and grammatical phenomena occurring on the title pages and in the bibliographic data of Latin old books. He knows the Latin terminology of bibliographic data of old books and can correctly identify these bibliographic data. Student knows the basics of the methodology of bibliographic description of old books according to the international standard bibliographic description for old books ISBD (A) in the international exchange bibliographic format MARC21. He can apply the basic sources of national retrospective bibliography in bibliographic verification of old books. He has skills in the bibliographic description of the old books in Latin, while being able to apply international standards and the library information system. He has the prerequisites for basic research of historical library documents in Latin.

Class syllabus:
Class syllabus:
1. Origin and development of the Latin language.
2. Latin alphabet, pronunciation, accent, morphology
3. Elementary basics of Latin grammar and morphology
4. Basic terminology of the old book. Sources of bibliographic description of the old book. Bibliographic data of the old book
5. Latin terminology of bibliographic data of old books

6. Systematic interpretation of selected grammatical phenomena occurring on the title pages and in bibliographic data of Latin books
7. Nouns of the 1st - 5th declension. Adjectives of the 1st and 2nd declension
8. Exchanges: personal and possessive. Numerals: basic and ordinal
9. Verbs: 1. - 4. conjugations, the verb esse and its compounds. Verbal noun forms: participle perfect passive
10. Present participle. Gerundium and gerund
11. Basics of the methodology of bibliographic description of the old books according to the international standard bibliographic description ISBD (A) in the international exchange bibliographic format MARC21
12. Bibliographic verification of old books in the basic sources of Slovak, Hungarian and German national retrospective bibliography
13. Bibliographic description and creation of bibliographic records of old books in Latin, using the international exchange bibliographic format and library information system.

Recommended literature:
DEKANOVÁ, A., JIRKAL, E. Latinský jazyk - základy. Bratislava: Enigma, 2007. 184 s. ISBN 978-80-89132-37-9.
ISBD: Medzinárodný štandardný bibliografický popis: úplné vydanie [online]. Martin: Slovenská národná knižnica, 2017. Dostupné na internete: https://www.snk.sk/images/Edicna_cinnost/ Metodicke_publikacie/ISBD_2017_uplne_vydanie.pdf
ISBD (A) : Medzinárodný štandardný bibliografický popis pre staré tlače. Martin: Matica slovenská, 1995. 136 s. ISBN 3-598-10988-1.
KÁBRT, J. Latinský jazyk. Martin: Osveta, 2010. 156 s. ISBN 978-80-8063-353-0.
Metodika spracovania historických tlačí vo formáte MARC21 s implementáciou pravidiel RDA [online]. Martin: Slovenská národná knižnica, 2020. Dostupné na internete: https://www.snk.sk/ images/Edicna_cinnost/E-publikacie/2020_09_03_Metodika_2_ST_2020.pdf
NAGY, I. Latinčina. Učebný materiál ku kurzu: Latinčina – modul 5 [online]. Banská Bystrica: Univerzita Mateja Bela, 2011. Dostupné na internete: https://docplayer.me/108299656-Imrich-nagy-latincina-ucebny-material-ku-kurzu-latincina-modul-5.html
ŠPAŇÁR, J., HRABOVSKÝ, J. Latinsko – slovenský slovník: Slovensko - latinský slovník. Bratislava: SPN, 2012. 1222 s. ISBN 978-80-10-02233-5.

Languages necessary to complete the course:
Slovak

Notes:
The capacity of the course is limited to 15 students.

Past grade distribution
Total number of evaluated students: 23

A	B	C	D	E	FX
60,87	21,74	17,39	0,0	0,0	0,0

Lecturers: Mgr. Marta Špániová, PhD.

Last change: 25.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-031/15	**Course title:** Library and Information Institutions Marketing

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 2 **per level/semester:** 14 / 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 44

A	B	C	D	E	FX
50,0	22,73	4,55	9,09	4,55	9,09

Lecturers: Mgr. Milan Regec, PhD.

Last change: 02.06.2015

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-028/15	**Course title:** Literary Communication 1

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 2.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
Total number of evaluated students: 43

A	B	C	D	E	FX
37,21	20,93	16,28	16,28	6,98	2,33

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 08.02.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava	

Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-029/15	**Course title:** Literary Communication 2

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites: FiF.KKIV/A-boIS-028/15 - Literary Communication 1

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 14

A	B	C	D	E	FX
78,57	0,0	7,14	0,0	0,0	14,29

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 02.06.2015

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-052/17	**Course title:** Methodology of Working with Recipients

Educational activities:
Type of activities: lecture / seminar
Number of hours:
per week: 1 / 1 **per level/semester:** 14 / 14
Form of the course: on-site learning

Number of credits: 3
Recommended semester: 3., 5.
Educational level: I.
Prerequisites:
Course requirements:
Learning outcomes:
Class syllabus:
Recommended literature:
Languages necessary to complete the course:
Notes:

Past grade distribution
Total number of evaluated students: 12

A	B	C	D	E	FX
66,67	16,67	0,0	0,0	0,0	16,67

Lecturers: PhDr. Ľudmila Hrdináková, PhD.
Last change: 15.03.2021
Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-041/15	**Course title:** Network Media

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:
During the semester, 7 tasks will be assigned, 4 points each (a total of 28 points), an essay (30 points) and essay/reflection (42 points).
Credits will not be given if the student achieves less than 50% of the assignments (all together), essays and reflections.
Allowed absences: 2 justified.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
The aim of the course is to discover the influence of an individual who uses network media on global information content in an electronic environment. The student will learn to recognize the types and forms of networked information sources and media with respect to their quality and use (commercial, academic, other). They will learn about the ways in which the power of communities and crowds can be used to create information content or solve tasks, how to motivate them and what risks the network media pose. They will learn to evaluate and critically analyze the impact of network media on social, personal, work and academic life.
The acquired knowledge and skills will be able to apply in the search and processing of information, design and creation of (not only information) products and services with elements of gamification or crowdsourcing.

Class syllabus:
Cyberspace
- resources, duality of cyberspace, the emergence of the Internet, the noosphere and other ideological bases of virtual worlds
Gamification
- history, virtual badges, motivational factors, categories, criticism, risks, gamification in libraries, gamification of media
Geolocation

- geolocation services, data sources and data mining, use in news and other areas, commercial application - geomarketing, privacy issues
Crowdsourcing
- history, methods, motivational factors, community power, games with purpose, web recommendation systems - collaborative and content-oriented filtering, crowdsourcing in libraries, "big data" phenomenon, memes
Social networks
- origin and development, socialization and self-presentation on the Internet, typology, use in educational, commercial, news and professional spheres, credibility of social networks
(i) legality
- changes in the rules of internet life, hacktivism, piracy, digital currency BitCoin
Commercialization
- Customization and commoditization of Internet content, Amazon, eBay

Recommended literature:
- LÉVY, Pierre. 2000. Kyberkultura. Praha: Karolinum, 2000. 229 s. ISBN 80-246-0109-5
- Sebastian DETERDING, Dan DIXON, Rilla KHALED, and Lennart NACKE.
2011. From game design elements to gamefulness: defining "gamification".
In Proceedings of the 15th International Academic MindTrek Conference:
Envisioning Future Media Environments (MindTrek '11). ACM, New York,
NY, USA, 9-15. Dostupné na internete: http://85.214.46.140/niklas/bach/
MindTrek_Gamification_PrinterReady_110806_SDE_accepted_LEN_changes_1.pdf .
- CHIN, Natalie Jun Pei. 2012. "Critical Success Factors of Location-Based Services".
Dissertations and Theses from the College of Business Administration. Dostupné na internete:
http://digitalcommons.unl.edu/cgi/viewcontent.cgi?article=1030&context=businessdiss .
- BUZOVÁ, Katarína. 2011. Najdôležitejšie správy? Skúste Facebook, či Twitter. In ŽIVÉ.sk. 16.
marec 2011 [online]. Dostupné na internete: http://www.zive.sk/najdolezitejsie-spravy-skuste-
facebook-ci-twitter/sc-3-a-292877/default.aspx.
- BUZOVÁ, Katarína. 2011. Povedzte, kde sa nachádzate. Cez sociálne siete. In ŽIVÉ.sk. 08.
august 2011 [online]. Dostupné na internete: http://www.zive.sk/povedzte-kde-sa-nachadzate-cez-
socialne-siete/sc-3-a-295260/default.aspx.
- DOAN, Anhai, RAGHU Ramakrishnan, and ALON Y. Halevy. "Crowdsourcing systems on
the world-wide web." Communications of the ACM 54.4 (2011): 86-96. Dostupné na internete:
http://dl.acm.org/citation.cfm?id=1924442
- KAPLAN, Andreas M., HAENLEIN, Michael, 2010. Users of the world, unite! The challenges
and opportunities of Social Media," Business Horizons, Elsevier, vol. 53(1), s. 59-68. Dostupné
na internete: http://openmediart.com/log/pics/sdarticle.pdf

Languages necessary to complete the course:
slovak, english

Notes:

Past grade distribution
Total number of evaluated students: 146

A	B	C	D	E	FX
37,67	24,66	16,44	6,85	13,7	0,68

Lecturers: Mgr. Katarína Buzová, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-051/17	**Course title:** New Approaches to Information Literacy

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4., 6.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
Total number of evaluated students: 15

A	ABS	B	C	D	E	FX
66,67	0,0	13,33	6,67	0,0	6,67	6,67

Lecturers: PhDr. Jakub Fázik, PhD.

Last change: 04.11.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-068/21	**Course title:** New Media

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-105/00 or FiF.KKIV/A-boIS-405/22

Course requirements:
Short presentations on a selected topic, short essays, in-class activity.
Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences in case they are supported with relevant documentation.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students are acquainted with the topic of new media and their role in information society. They understand fundamental concepts, principles and methods of new media functioning. They are able to perform practical research of information and media practice.

Class syllabus:
* What is new media? * New media and social networks * Theory of information dissemination on social networks - information bubbles * Ethical aspects of the social networks environment * Internet of things * Quantification of life * Remediation vs. digital arts * Evolution and tendencies in artificial intelligence * Machine learning as a determinant vs. creator – machine-generated art * Reality vs. digital space, augumented reality, virtual reality and hyperreality * Humanism, Transhumanism, Posthumanism and singularity

Recommended literature:
SHAPIRO, Andrew L., 1999. The Control Revolution: How the Internet is Putting Individuals in Charge and Changing the World We Know. B.m.: PublicAffairs. ISBN 978-1-891620-19-5.
SHIH, Clara Chung-wai, 2009. Part I. A Brief History of Social Media. V: The Facebook era: tapping online social networks to build better products, reach new audiences, and sell more stuff. Boston: Prentice Hall, s. 11-57. ISBN 978-0-13-715222-3.
VERDUYN, Philippe, Oscar YBARRA, Maxime RÉSIBOIS, John JONIDES a Ethan KROSS, 2017. Do Social Network Sites Enhance or Undermine Subjective Well-Being? A Critical Review: Do Social Network Sites Enhance or Undermine Subjective Well-Being? Social Issues

and Policy Review [online]. 2017, roč. 11, č. 1, s. 274-302 [cit. 12.3.2020]. ISSN 17512395.
Dostupné na: doi:10.1111/sipr.12033
WAGNER, Kurt, 2018. This is how Facebook collects data on you even if you don't
have an account. Recode [online]. technology blog. [cit. 6.4.2019]. Dostupné na: https://
www.recode.net/2018/4/20/17254312/facebook-shadow-profiles-data-collection-non-users-mark-
zuckerberg
ZAYIM, Muzaffer A., 2014. As Role of Audience or Consumer in the New Media
[online]. 2014 [cit. 5.4.2019]. Dostupné na: https://www.academia.edu/9618104/
As_Role_of_Audience_or_Consumer_in_the_New_Media

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 323

A	B	C	D	E	FX
24,77	14,55	21,05	13,62	15,17	10,84

Lecturers: Mgr. Milan Regec, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-063/21	Course title: Project Management

Educational activities: Type of activities: seminar Number of hours: per week: 2 per level/semester: 28 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements: Continuously during the semester: The condition for evaluation is the elaboration and presentation of a paper on a selected topic in the field of project management (20 points, which is 30% of the total evaluation) and elaboration and presentation of a project plan according to project management standards (50 points, which is 70% of the total evaluation). Grading scale: 70-65: A, 64-59: B, 58-53: C, 52-47: D, 46-43: E, 42-0: Fx Dates and topics of the term evaluation will be announced at the beginning of the semester. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Scale of assessment (preliminary/final): 100/0

Learning outcomes: After successfully completing the course, the student understands the basic concepts of project management and can define the characteristics of the project. He understands the project life cycle and the main parts of a project design. Student understands the competencies of the project manager and communication strategies in project management. He has skills in planning simple projects according to the recommendations of project management standards. He can prepare a grant application according to the call of the grant agency.

Class syllabus: Class syllabus: 1. Basic concepts and starting points of project management. Basic characteristics of the project. The three imperatives of project management 2. Project thinking. Project management 3. Personality of the project manager and his competencies. Emotional intelligence 4. Project life cycle. Project documentation 5. Planning and main parts of the project design: project identification document, logical framework method, project scope and WBS, project time schedule, people management and responsibility matrix, budget plan, project quality criteria 6. Cost and risk management in the project. Completion of the project

7. Human resources in project management. Creating a project team. Team roles. Teamwork
8. Communication in the project and communication strategies. Conflicts and negotiations
9. Motivation in project management. Incentive program
10. Time management. Agile project management methods (Scrum)
11. Grant project. Grant system in SR and EU. Grant system in the Slovak Republic for libraries. Grant application
12. Software support for project planning
13. Processing and presentation of projects

Recommended literature:
DOLEŽAL, J. a kol. Projektový management: Komplexně, prakticky a podle světových standardů. Praha : Grada Publishing 2016. 413 s. ISBN 978-80-247-5620-2.
DOLEŽAL, J. a kol. Projektový management podle IPMA. Praha: Grada, 2012. 528 s. ISBN 978-80-247-4275-5.
DOLEŽAL, J, KRÁTKÝ, J. Projektový management v praxi: Naučte se řídit projekty! Praha: Grada, 2017.171 s. ISBN 978-80-247-5693-6.ň
RUSEV, S. Manažment projektov. Bratislava: Univerzita Komenského v Bratislave, 2011. 151 s. ISBN 978-80-223-2818-0.
SVOZILOVÁ, A. Projektový management: Systémový přístup k řízení projektů. Praha: Grada, 2016. 421 s. ISBN 978-80-271-0075-0.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: Mgr. Marta Špániová, PhD.

Last change: 25.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-moIS-227/15	Course title: Project Management

Educational activities: Type of activities: seminar Number of hours: per week: 2 per level/semester: 28 Form of the course: on-site learning

Number of credits: 4

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements: Continuously during the semester: elaboration and presentation of a paper on a selected topic in the field of project management (20 points, which is 30% of the total evaluation) and elaboration and presentation of a project plan according to project management standards (50 points, which is 70% of the total evaluation). Grading scale: 70-65: A, 64-59: B, 58-53: C, 52-47: D, 46-43: E, 42-0: Fx Dates and topics of the continuously evaluation will be announced at the beginning of the semester. Scale of assessment (preliminary/final): 100/0

Learning outcomes: The student understands the basic concepts of project management and can define the characteristics of the project. He understands the project life cycle and the main parts of a project design. Stent understands the competencies of the project manager and communication strategies in project management. He has skills in planning simple projects according to the recommendations of project management standards.

Class syllabus: Class syllabus: 1. Basic concepts and starting points of project management. Basic characteristics of the project. The three imperatives of project management 2. Project thinking. Project management 3. Personality of the project manager and his competencies. Emotional intelligence 4. Project life cycle. Project documentation 5. Planning and main parts of the project design: project identification document, logical framework method, project scope and WBS, project time schedule, people management and responsibility matrix, budget plan, project quality criteria 6. Cost and risk management in the project. Completion of the project 7. Human resources in project management. Creating a project team. Team roles. Teamwork 8. Communication in the project and communication strategies. Conflicts and negotiations 9. Motivation in project management. Incentive program 10. Time management. Agile methods of project management

11. Grant project. Grant system in SR and EU. Grant system in the Slovak Republic for libraries
12. Software support for project planning
13. Processing and presentation of projects

| **Recommended literature:** |
| DOLEŽAL, J. a kol. Projektový management: Komplexně, prakticky a podle světových standardů. Praha : Grada Publishing 2016. 413 s. ISBN 978-80-247-5620-2. DOLEŽAL, J. a kol. Projektový management podle IPMA. Praha: Grada, 2012. 528 s. ISBN 978-80-247-4275-5. DOLEŽAL, J, KRÁTKÝ, J. Projektový management v praxi: Naučte se řídit projekty! Praha: Grada, 2017.171 s. ISBN 978-80-247-5693-6.ň RUSEV, S. Manažment projektov. Bratislava: Univerzita Komenského v Bratislave, 2011. 151 s. ISBN 978-80-223-2818-0. SVOZILOVÁ, A. Projektový management: Systémový přístup k řízení projektů. Praha: Grada, 2016. 421 s. ISBN 978-80-271-0075-0. |

| **Languages necessary to complete the course:** |
| Slovak |

| **Notes:** |

Past grade distribution
Total number of evaluated students: 38

A	B	C	D	E	FX
65,79	31,58	2,63	0,0	0,0	0,0

Lecturers: Mgr. Marta Špániová, PhD.

Last change: 28.03.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-073/21	**Course title:** Public Libraries

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
 Grading scale:
 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
 The teacher will accept a maximum of two absences with documentation.
 Presentation (also as a written text): 15 points
 Analysis of a particular library event: 20 points
 Creative participation in the design and implementation of the team task in a library: 40 points
 Written test: 15 points
 Other activities: 10 points
 Students choose the topics of the presentations at the first lesson and present them within the agreed term. Students choose the event in the library individually according to the current library programs and present its analysis within the agreed term (using their own photo, video). The form and content of the team task will be agreed at the beginning of the semester and will be realized in vivo in the library at the end of the semester. The written test will take place in two thirds of the semester, the questions consist of lectures, papers and literature.
 Scale of assessment (preliminary/final): 100/0

Learning outcomes:
 Learning outcomes:
 Based on knowledge of the origin and development of public libraries, the student has the conceptual skills needed to design and implement library services in a modern democratic society. He/she can analyze library services in terms of the needs of society and communities. He/she can work in a team in the preparation of specific activities, services or events in public libraries at all levels (municipal, city, regional).

Class syllabus:
 Class syllabus:
 1. Origins and development of public libraries in the context of other types of libraries. 2. The concept of public and culture in modern society. 3. Public library in Western culture. 4. Functions and tasks of public libraries. 5. Past and present public library services. 6. Public library users. 7. Development of public libraries in our territory (Hungarian Kingdom, Czechoslovakia, Slovak

Republic) 8. Network of public libraries in the Slovak Republic. 9. Recent trends in public libraries: new user, new services, new cultural contexts. 10. Evaluation and analysis of a selected service of a specific public library. 11.-12. Team practical activity: Realization of event/service in a specific public library.

Recommended literature:

Main Literature:

CERNIŇÁKOVÁ, E. a H. HUBATKOVÁ SELUCKÁ. Rovný přístup - Standard Handicap Friendly: metodická příručka pro práci knihoven s uživateli s postižením. [online]. Praha: Národní knihovna ČR - Knihovnický institut, 2014. 92 p. ISBN 978-80-7050-641-7. Available at: https://ipk.nkp.cz/docs/aktualizovana-verze-publikace-rovny-pristup.-standard-handicap-friendly-2019/view

GILL, P. The Public Library Service. Munchen: K G Saur, 2001. 130 p. ISBN 3-598-21827-3. Available at: https://www.ifla.org/wpcontent/uploads/2019/05/assets/hq/publications/archive/the-public-library-service/publ97.pdf

HARRIS, M. H. History of Libraries of the Western World (4th ed.).
Landham: Scarecrow Press, 1999. 9780810877153. Available at:
https://public.ebookcentral.proquest.com/choice/publicfullrecord.aspx?
p=1032063&__cf_chl_captcha_tk__=pmd_E_3ynn9ILnD6rAn8q6uqj_ZkyawViXQcdjBkcYhTKpM-1635322gqNtZGzNA1CjcnBszQpR

McCOOK, K. de la P. a T. F. BOSSALLER. Introduction to Public Librarianship, (3rd ed.) Chicago: ALA, 2018. ISBN 9780838915066. Available at: : https://public.ebookcentral.proquest.com/choice/publicfullrecord.aspx?
p=1047443&__cf_chl_captcha_dk__=pmd_E_3zvvnD6rAs7j0uqj_RklmViRRtgnBkcHkJLpM-5346779055-0-huJkiLoCjcnHmnQKl

PROTIVÍNSKÝ, T., HRUBEŠ, M. a P. ČÁP. Komunitní činnost veřejných knihoven v procesech integrace sociálně znevýhodněných osob: výzkumná zpráva [online]. Praha: Centrum občanského vzdělávání, 2015. Available at: : https://ipk.nkp.cz/statistika-pruzkumy-dokumenty/pruzkumy/zprava_sazba_S.pdf

JAEGER, P. Waking Up to Advocacy in a New Political Reality for Libraries. In: Library Quarterly, [online], Vol. 87, 2017, N. 4, p. 350–368, doi:10.1086/693492. Available at: : https://www.semanticscholar.org/paper/Waking-Up-to-Advocacy-in-a-New-Political-Reality-Jaeger-Zerhusen/c1b032dc00f32258151e151d5c33f3dc050da590

Languages necessary to complete the course:

Languages necessary to complete the course: Slovak
Czech and English for readings.

Notes:

Past grade distribution

Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-038/15	**Course title:** Publishing

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
   per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:
Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
Course requirements: during the semester (100 points): presentation (20), paper (10), active participation during the semester (10), project in a publishing house (30), written test (30).
The teacher will accept a maximum of two absences with documentation.
The presentation - 20 min. / The paper - about 7000 signs / The project - practical activities in a selected publishing house / The written test - topics mentioned during lectures, presentations and in recomended literature.
Examples of topics for the presentations and papers: Current statistical data about publishing of periodicals in Slovakia / Audio books in Slovakia / Book market in Czech Republic / Books in supermarkets
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Learning outcomes:
After successfully completing the course, the student has got knowledge of the current state of publishing and the book market in Slovakia and Europe. He/she understands the processes within the publishing institution and the activities of its departments and specialists. THe student is able to analyze publishing activities in terms of the specifics of different types of media (e.g. printed book, printed periodical, electronic book, audio book, music). He/she has acquired specific practical skills and procedures within the project in the publishing house.

Class syllabus:
Class syllabus:
1. Book as a commodity, book market and its regularities. The Slovak and the European book markets.
2. Author and publisher.
3. Publishing - structure and activities, relations with partners, publishing policies.
4. Editorial work.
5. Book design.
6. Printed and electronic book. Off-line distribution and e-shop.

7.-8.Publishing of other media: specifics of audio, audiovisual, multimedia and interactive content.
9. Marketing and advertising communication of publishers.
10. Bookstore.
11. Book Fair.
12. Subsidy system in SR. Governmental (and other) grants and endowment schemes supporting publishing.
13. Publishing as an agent of cultural, educational, literary and artistic processes in contemporary society.

Recommended literature:
Recommended literature

OWEN, L. Kúpa a predaj autorských práv literárnych diel. Bratislava: Chronos, 2002. ISBN 8089027024

ŠMEJKALOVÁ, J. Kniha: K teorii a praxi knižní kultury. Brno: Host, 2000. ISBN 8072940058

WLODARCZYK, J. Marketing vo vydavateľstve. Bratislava: Sofa 2002. ISBN 8089033148

WOLL, T. Rukověť nakladatele. Řemeslo, věda, umění. Praha: Signeta, 2002. ISBN 9788090260849

(or these materials in different editions)

Languages necessary to complete the course:
Languages necessary to complete the course: Slovak,
Czech or English for the recommended literature

Notes:

Past grade distribution
Total number of evaluated students: 48

A	B	C	D	E	FX
81,25	12,5	6,25	0,0	0,0	0,0

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-022/15	Course title: Readers and Information Users

Educational activities: Type of activities: lecture / seminar Number of hours: per week: 2 / 1 per level/semester: 28 / 14 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements: a) during the semester: a paper about a selected issue in the field of readers vs. reading and users vs. use of information (30 points), eg: types of patrons of academic libraries; the needs of academic library patrons, the relationship of library use and the academic success of students; digital references and types of questions in the academic library; a smart library system based on AI in computer-assisted learning; strategies of scholar text processing; strategic reader and scholar text reading; affective aspects of learning; types of readers, types of users of information within the selected aspect; b) a within the examination period. b) in the examination period: written test (50) All parts of the evaluation are mandatory. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A The teacher will accept a maximum of two absences with documentation. The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period. Scale of assessment (preliminary/final): 35/65

Learning outcomes: After successfully completing the course, the student has an overview of psychological aspects in the processes of reading and using information. The student is able to describe and evaluate the reader and user of information in the context of education, social status (so-called SES factors) and in the context of life roles. The student knows the types of readers and users of information, can differentiate readers and users of information. The student knows the development period of the reader and the user of the information. The student knows the basic cognitive, affective and socio-cultural aspects of development of an information user. The student is able to describe the basic ways, reasons, strategies, effects of using information and reading. The student is able to

characterize reading as a strategy of information perception. The student knows the basic concepts of reading literacy, information and media literacy.

Class syllabus:
1. Terminological issues. Brief development of theoretical knowledge of the issue.
2. Information environment, types of information environment.
3. Typology of information users, typology of readers.
4. Human psychology as the basis of the reader and user of information.
5. Individual level of information perception and reading. Information reception and reading processes: stages, factors of influence. Levels and dimensions of information perception.
6. Affective dimension of information reception and reading.
7. Social dimension of reception of information and reading.
8. Use of information – reasons, strategies, effects.
9. Reading as a strategy for using information: The reading process. Development of reading interest and reading culture.
10. Personality of the user of information. Developmental aspects of reading development and information use.
11. Differentiation of reading groups, specifics of interests.
12. Basic aspects of (reading) literacy.

Recommended literature:
1. Guidelines for Library Services For Young Adults [online]. Hague: IFLA, 1996 [cit. 2020-11-12]. Available at: http://www.ifla.org/files/assets/libraries-for-children-and-ya/ publications/ya-guidelines2-en.pdf
2. Manifest IFLA/UNESCO o školských knižniciach [online]. Bratislava: Spolok slovenských knihovníkov, 2008 [cit. 2020-11-12]. Available at: http://www.infolib.sk/files/ Novy_portal_infolib_subory/dokumenty_ifla/manifest_ifla_unesco_o_skolskych_kniznicach.pdf
3. Manifest IFLA/UNESCO o verejných knižniciach [online]. Bratislava: Spolok slovenských knihovníkov, 2008 [cit. 2020-11-12]. Available at: http://www.infolib.sk/files/ Novy_portal_infolib_subory/dokumenty_ifla/manifest_ifla_unesco_o_verejnych_kniznicach.pdf
4. Smernica IFLA pre služby detských knižníc [online]. Bratislava: Spolok slovenských knihovníkov, 2010 [cit. 2013-11-12]. Available at: http://www.infolib.sk/files/ Novy_portal_infolib_subory/dokumenty_ifla/smernica-ifla-sluzby-detskych-kniznic_sk.pdf
5. Smernica IFLA pre služby verejných knižníc [online]. Bratislava: Spolok slovenských knihovníkov, 2010 [cit. 2013-11-12]. Available at: http://www.infolib.sk/files/ Novy_portal_infolib_subory/dokumenty_ifla/smernica-ifla-sluzby-verejnych-kniznic-2010-online-sk.pdf
6. VÁŠOVÁ, L. Úvod do bibliopedagogiky: Úloha informačních institucí ve vzdělávání [online]. Praha: Ústav informačních studií a knihovnictví, FF UK v Praze, 2007 [cit. 2021-10-12]. Available at: https://sites.ff.cuni.cz/uisk/wp-content/uploads/sites/62/2016/01/%c3%9avod-do-bibliopedagogiky-%c3%9aloha-informa%c4%8dn%c3%adch-instituc%c3%ad-ve-vzd%c4%9bl%c3%a1v%c3%a1n%c3%ad_V%c3%a1%c5%a1ov%c3%a1.pdf

Languages necessary to complete the course:
Slovak, for recommended literature English at level B2

Notes:

| **Past grade distribution** | | | | | |
| Total number of evaluated students: 57 | | | | | |
A	B	C	D	E	FX
36,84	24,56	17,54	7,02	8,77	5,26

Lecturers: PhDr. Ľudmila Hrdináková, PhD., doc. PhDr. Pavel Rankov, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-040/15	**Course title:** Reading Promotion Strategies

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3., 5.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester 2 written tests (40 points); b) 2 practical assignments (20 points): 1) project/ proposal for a strategy, program or attractive event that promotes reading and a reading culture; 2) scenario (script/libretto) of the event with activities supporting reading and reading culture.
All parts of the evaluation are mandatory.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student has an overview of the basic areas of strategies to promote reading literacy. The student knows the importance of supporting and promoting reading culture and literacy. The student is able to present and professionally argue the need for reading culture and literacy and knows the strategies, forms, and methods of supporting reading culture and literacy. The student can differentiate and characterize them. The student is able to critically evaluate the positives, benefits, as well as weaknesses of the strategies, forms, and methods.
The student is able to apply strategies, methods, and techniques in practical activities. The student is able to create a project strategy, program, or event. The student is able to create advertising material that is adequate in form and content. The student is able to evaluate the importance of extracurricular strategies, forms, and methods of supporting reading culture and literacy. The student understands, recognizes and presents the strategy of cooperation and complementarity of strategies, forms, and methods.

Class syllabus:

1. Promotion, advocacy, and presentation of reading culture and literacy: goals, reasons and argumentation. Differentiation of strategies to support reading culture and literacy. Promoting reading literacy and culture in the media era.

2. Factors influencing the development of book culture and reading literacy. Access to materials, book ownership, organizations, and institutions supplying or brokering books. SES factor.

3. National reading policy. Government support and organization of the education system. Promoting the literacy and importance of printed culture in today's society by government institutions. Institutional background supporting literacy and book culture: institutes, universities and fields of study, national institutions, congresses, and professional events.

4. Initiatives, programs, projects, events: principles of design, planning, organization and implementation. Cooperation. Outdoor s4. Initiatives, programs, projects, events – principles of design, planning, organization and implementation. Cooperation. Outdoor strategy. Campaigns. Long—term and ongoing programs. Marathons in reading. Book festivals. Book fairs. Campaigns. Long—term and ongoing programs. Marathons in reading. Book festivals. Book fairs.

5. Promoting reading in families and family literacy. Literacy support in schools. Pupils' reading activities/events beyond school walls. Libraries.

6. Reading researches in support of reading and reading culture.

7. Events, Literary holidays and their functions (International Literacy Day, International Book Day, Book Month, Library Lovers Day, etc.)

8. Transfer of reading patterns: coaching, reader leaders, volunteering, clubs, etc.

9. Mass media and support of reading literacy.

10. Cooperation and complementarity of strategies, forms, and methods.

11. Design and implementation of support for reading culture and literacy (project). Materials to promote and support children's and adult literature.

Recommended literature:

1. EVANS, G. Developing Cultures of Literacy: an International Research Project [online]. Hague: IFLA, 2005 [cit. 2013-11-12]. Available at: http://archive.ifla.org/VII/s33/project/ DevelopingCulturesLiteracyRep.pdf

2. FARMER, L. and I. STRICEVIC. Using research to promote literacy and reading in libraries: Guidelines for librarians [online]. Hague: IFLA, 2011 [cit. 2020-11-12]. ISBN 978-90-77897-48-5. ISSN 0168-1931. Available at: http://www.ifla.org/files/assets/hq/ publications/professional-report/125.pdf

3. Guidelines for Library-Based Literacy Programs [online]. Hague: IFLA, 16 October 2013 [cit. 2020-11-12]. Available at: http://www.ifla.org/files/assets/literacy-and-reading/publications/ guidelines-for-library-based-literacy-programs.pdf

4. KROLAK, L. The role of libraries in the creation of literate environments [online]. Hamburg: UNESCO, Institute for Education March 2005 [cit. 2020-11-12]. Available at: http:// www.ifla.org/files/assets/literacy-and-reading/publications/role-of-libraries-in-creation-of- literate-environments.pdf

5. Promoting Family Literacy: Raising Ready Readers [online]. New York: The National Center for Learning Disabilitie, 2014 [cit. 2020-11-12]. Dostupné aj na: http://www.getreadytoread.org/ early-learning-childhood-basics/early-literacy/promoting-family-literacy-raising-ready-readers

6. Planning a successful advocacy campaing [online]. Hague: IFLA, 21 October 2012 [cit. 2020-07-10]. Available at: http://www.ifla.org/node/5717

Languages necessary to complete the course:
Slovak, for recommended literature English at level B2

Notes:

Past grade distribution

Total number of evaluated students: 20

A	B	C	D	E	FX
60,0	30,0	5,0	0,0	0,0	5,0

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 01.04.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-076/21	Course title: Scientific Information and Scientific Communication

Educational activities: Type of activities: lecture / seminar Number of hours: per week: 1 / 1 per level/semester: 14 / 14 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-025/15

Course requirements: Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A Course requirements during the semester (100 points): paper 30 points (about 7 - 14 thousand signs, example topics: Academia Istropolitana, History of Comenius University) presentation 15 points (15 minutes, example topics: Discrimination of women in science, scientific progress and war, Citizen science) activitive participation 25 points (class discussions on readings), written test 30 points. Scale of assessment (preliminary/final): 100/0

Learning outcomes: Learning outcomes: The student has the skills necessary for activities within the processes of scholarly communication in information institutions, libraries, databases. The student has the knowledge necessary to participate in publishing projects in the field of scientific and university publishing. The student has the skills needed to participate in popularization of science in the relevant institutions, in the mass media or on the Internet.

Class syllabus: Class syllabus: 1. The tree structure of scholarly communication. 2. Language of science - terminology, from Latin to English. 3. Orality and knowledge, rhetoric in scientific communication 4. Writing and book printing in communication of knowledge 5. Advent of modern science in the 17th century and contemporary communication tools (encyclopedias and secondary sources) 6. Scholarly journal and development of sciences (specialization, scientific jscholarly ournal crisis) , reviewing, open access, predatory jpurnals) 7. Relation of exact image and text (visualizations, maps, graphs, pictures) 8. Institutions for knowledge communication - development of the university concept 9. Associations,

chambers - their historical development 9. Informal institutions for communication of knowledge and communication in invisible colleges 10. Author and authorship in communication of knowledge - historical development of concepts 11. New media and scientific communication - selfpublishing, citizen science, wiki projects, social media and science) 12. Popularization of science 13. Science in the information society (open science, digital science)

Recommended literature:

Recommended literature:

MELICHEROVÁ, M., ONDRIŠOVÁ, M. a J. ŠUŠOL. Altmeria ako výzva tradičným metódam merania vplyvu vo vede v 21. storočí. In Z. PLAŠIENKOVÁ, ed. Bioetické výzvy a súčasnosť z pohľadu nových poznatkov a trendov. Bratislava : STIMUL, 2020, p. 268 – 274. ISBN 978-80-8127-309-4. Available at: http://stella.uniba.sk/texty/FIF_BVS_2_2020.pdf

ONDRIŠOVÁ, M. Alternatívne hodnotenia vplyvu vedeckých výstupov vo webovom prostredí. In STEINEROVÁ, J., ed. Knižničná a informačná veda. XXVI. Bratislava : UK, 2016, . 28-35. ISBN 978-80-223-4252-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV26_28.pdf

SZAPUOVÁ, M. a M. NUHLÍČEK. Veda v spoločnosti: Tvorba poznania v novom režime. In PLAŠIENKOVÁ, Z. ed. Bioetické výzvy a súčasnosť z pohľadu nových poznatkov a trendov. Bratislava, STIMUL, 2020, p. 217 – 229. ISBN 978-80-8127-309-4. Available at: http://stella.uniba.sk/texty/FIF_BVS_2_2020.pdf

KMEŤOVÁ, M. Otvorená veda, digitálna veda a informačná veda – vzťahy a súvislosti. In STEINEROVÁ, J., ed. Knižničná a informačná veda XXVI. Bratislava: UK, 2016, p. 69-78. ISBN 978-80-223-4252-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV26_69.pdf. JESCHKE, J. M. a S. JOKATIS. Knowledge in the Dark: Scientific Challenges and Way Forward. In Facetes (online), 2019, N.4, p. 423 – 441. ISSN 2371-1671. Available at: https://www.facetsjournal.com/doi/10.1139/facets-2019-0007

JAKUŠOVÁ, J. Výsledky výskumu vnímania problematiky vedeckej kreativity v slovenskom kontexte. In STEINEROVÁ, J., ed. Knižničná a informačná veda XXVI. Bratislava : UK, 2016, p. 81-88. ISBN 978-80-223-4252-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV26_81.pdf

JAKUŠOVÁ, J. Kreativita ako jedna z kľúčových kompetencií vedeckých pracovníkov. In: STEINEROVÁ, J., ed. Knižničná a informačná veda XXV. Bratislava : UK, 2014, p. 103-117. ISBN 978-80-223-3808-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV25_103.pdf

BURKE, P.: Společnost a vědění II: Od Encyklopedie k Wikipedii. Praha : Karolinum, 2013. 978-80-246-2046-6.

Languages necessary to complete the course:

Languages necessary to complete the course: Slovak
English, Czech for readings.

Notes:

Past grade distribution

Total number of evaluated students: 72

A	B	C	D	E	FX
20,83	15,28	15,28	15,28	18,06	15,28

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-001/15	**Course title:** Searching for Information

Educational activities:
  Type of activities: seminar
  Number of hours:
   per week: 3 **per level/semester:** 42
  Form of the course: on-site learning

Number of credits: 5

Recommended semester: 1.

Educational level: I.

Prerequisites:

Course requirements: a) during the semester: 2 continuous assignments (10 and 12 points), search (23 points) and test in the credits assignment week (35 points); the student can also get 2 bonus points for the activity during the semester b) in the examination period: oral exam (1 theoretical question (10 points) and 1 practical question (10 points)) The student will be admitted to the oral exam only with a minimum of 40 points from continuous evaluation. Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A A maximum of two absences with documentation are accepted. Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment. The exact dates and topics of the assignments will be announced at the beginning of the semester. The dates for the oral exam will be announced through AIS no later than in the last week of the instruction period. Scale of assessment (preliminary/final): 80/20 Scale of assessment (preliminary/final): 80/20

Learning outcomes: Students have an overview of theoretical approaches to information retrieval and the typology of search tools. They have advanced skills associated with searching, analysis, synthesis, presentation and use of information. They know the various search tools and can select them correctly in the context of solving a specific information problem. They know how to recognize the credibility of information sources and use tools for managing search results.

Class syllabus: 1. Introduction to information retrieval (conceptual background, tips, barriers) 2. Searching for information in library catalogs 3. Searching for information in databases (full-text, factual, citation, etc.)

4. Searching for information in other sources (registers, repositories, repositories of gray literature etc.)
5. Metasearch. Linking tools. Discovery indexes.
6. Search tools (search engine, subject directories, etc.)
7. Web 2.0 / Search 2.0. Folksonomy.
8. Social networks. Peer2peer networks.
9. Trustworthiness and credibility of information sources.
10. Processing search results. Search.
11. Reference managers

Recommended literature:
• Lecture presentations available in Moodle
• STEINEROVÁ, J., GREŠKOVÁ, M. a J. ILAVSKÁ. Vyhľadávanie informácií a organizácia poznania v elektronickom prostredí [online]. Bratislava: Stimul, 2010 [cit. 2021-12-09]. ISBN 978-80-89236-80-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Granty_a_projekty/Inwent/VIOPvEP.pdf
• STEINEROVÁ, J. a M. ONDRIŠOVÁ, zost. Informačná veda: výkladový slovník. Bratislava: Univerzita Komenského v Bratislave, 2020. ISBN 978-80-223-4866-9.
• MAKULOVÁ, S. Vyhľadávanie informácií v internete: Problémy, východiská, postupy. Bratislava: EL & T, 2002. ISBN 80-88812-16-X.
• LICHNEROVÁ, L. Písanie a obhajoba záverečných prác: vysokoškolské skriptá pre študentov Univerzity Komenského v Bratislave [online]. Bratislava: Stimul, 2016 [cit. 2021-10-19]. Available at: https://fphil.uniba.sk/fileadmin/fif/studium/student/bakalar_magister/Pisanie_a_obhajoba_zaverecnych_prac.pdf
• MAKULOVÁ, S. a A. HRČKOVÁ. Optimalizácia webových stránok pre vyhľadávacie nástroje [online]. Bratislava: Elet, 2011. ISBN 978-80-88812-22-7. Available at: https://www.elet.sk/seo/makulova-hrckova.pdf
• Nástroje a úkoly, ©2021. Kurz rozvoje digitálních kompetencí [online] Masarykova univerzita [cit. 13.12.2021]. Available at: https://kisk.phil.muni.cz/digicomp/informacni-a-datova-gramotnost/nastroje-a-ukoly
Additional literature will be presented at the beginning and during the semester.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 141

A	B	C	D	E	FX
13,48	9,93	21,28	21,28	17,02	17,02

Lecturers: Mgr. Annamária Brijáková, Mgr. Jakub Zábojník

Last change: 06.07.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-078/21	**Course title:** Seminar on the History of Book Culture

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
a) practical seminar work focused on a selected research problem in the field of book culture history: 20 points
b) paper: significance and limits of the selected source for the research of the history of book culture: 10 points
The points obtained for the continuous evaluation are added up.
Teachers accept max. 2 absences with proven documents.
Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student knows the basic methods of research in the history of book culture, can apply them correctly. He understands the importance and limits of individual sources of research in the history of book culture, can critically evaluate them. He has skills in interpreting the results obtained by individual methods and can place the results in a historical context. The student is prepared for research in the field of book culture history.

Class syllabus:
Class syllabus:
1. History of book culture as a scientific discipline (development, system of history of book culture, subject, content, institutionalization of DKK research in Slovakia).
2. History of book culture research from a methodological point of view (methods, subject of research, new perspectives and approaches).
3. Application areas of individual research methods, polymethodological approach, methods of interpretation.
4. Sources and documents in the research of the history of book culture.
5. Issues of periodization and typology in the research.
6. History of book culture research in Slovakia and abroad (research results, unprocessed areas).

7. Domestic and foreign available literature and electronic resources related to history of book culture.
8. Retrospective bibliography as a source for research (bibliographic record and its communication value).
9. Old printed book as a source for research
10. Bookstore catalog as a source for research.
11. Survivors' inventory as a source forresearch.
12. Correspondence as a source for research.

Recommended literature:
• Teacher presentations available in Moodle or MS TEAMS.
• BULKOVÁ, Petronela a Miriam PORIEZOVÁ. Dejiny knižnej kultúry: Dimenzie, vzťahy a štruktúry pojmu: In: Kniha 2010 : Zborník pre problémy a dejiny knižnej kultúry na Slovensku. Martin: SNK, 2010, s. 250-255.
• DVOŘÁK, T. et al. Úvod do studia dějepisu 1. a 2. díl. Brno: Masarykova univerzita, 2014. ISBN 978-80-210-7012-7.
• KOLLÁROVÁ, I. Problémy a perspektívy výskumu dejín knižnej kultúry na Slovensku alebo robme veci lepšie. Knižnica. 2008, 9 (9), 26-29.
• VOIT, Petr. O koncepci, kompexnosti a interdisciplinárním charakteru knižní kultury: In: Kniha 2014: Zborník o problémoch a dejinách knižnej kultúry. Martin: Slovenská národná knižnica, 2014, s. 5 - 10.
• ŽIBRITOVÁ, Gabriela. Systém dejín knižnej kultúry. In: Kniha.'85 '86: Zborník pre problémy a dejiny knižnej kultúry na Slovensku. Martin: Matica slovenská, 1987, s. 63-75.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: doc. Mgr. Lucia Lichnerová, PhD., Mgr. Marta Špániová, PhD.

Last change: 25.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-057/21	**Course title:** Social Communication and Media

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 2 / 1 **per level/semester:** 28 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 1.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-401/22

Course requirements:
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
essay: 10 points / class presentation + seminar paper: 10 points / activities and discussions: 40 points / written test: 40 points (The student must obtain at least half of the points from the preliminary assessment, than he/she can take the written test.
Essay: approx. 5,000 characters, submitted in the first third of the semester, the topic correlates with a current problem in the field of media and electronic communication (eg hoax, misinformation, etc.).
Class presentation: 15 minutes, the student chooses a specific topic for a specific date, the topic of the seminar paper is identical to the class presentation, the seminar paper in the range of 4000 to 6000 characters is submitted one week after the paper. Sample topics: Origins and development of tabloid press (yellow press, penny press, tabloid), Origins and early development of television broadcasting in the world, Participatory journalism, Grooming and social networks, Computer games censorship
Written exam: questions from lectures, presentations, recommended literature
Activities and discussions: at seminars devoted to recommended literature, or to presentations
Scale of assessment (preliminary/final): 60/40

Learning outcomes:
Learning outcomes:
Upon successful completion of this course, students have theoretical knowledge about interpersonal communication and the position of language in it. He/she has the skills needed to analyze specific structures, types and models of communication processes and situations. He/she can apply the knowledge needed to identify the elements and participants in communication, their intentions, effects and barriers in communication processes. The student understands the importance of media for culture and the difference between culture mediated by oral, manuscript, print, mass and digital media. He/she can creatively apply these knowledge schemes in further study on other subjects.

Class syllabus:

Class syllabus:

1. Communication in nature and in society. Properties of interpersonal communication. 2. Elements and structures of communication: author and recipient, content and channel, message and information. 3. Models of communication processes: linear, interactive, transactional, pyramidal, theatrical, tree, circular, network. 5. Typologies of communication processes: aspects of intention, addressability, space, mediation, means of expression. 6. Language and sign in communication: types of signs, language structure, verbal and nonverbal communication. Denotation and connotation processes. 7. Culture, communication and media. 8. Remediation of cultural content. 9. Communication in oral cultures. 10. Communication in written and press cultures. 11. Communication and mass media. 12. Communication and network digital media.

Recommended literature:

Recommended literature:

FLUSSER, V. Komunikológia. Bratislava: Media Institute, 2002, p. 9-37. ISBN 8096877003.

ONG, W. J. Technologizace slova. Mluvená a psaná řeč. Praha: Karolinum, 2006, p. 41 – 69. ISBN 9788024611242.

JIRÁK, Jan – KÖPPLOVÁ, Barbara: Média a společnost. Praha: Portál 2003, p. 85-115. ISBN 8071786977 .

HRADISKÁ, Elena – BREČKA, Samuel – VYBÍRAL, Zbyněk: Psychológia médií. Žilina: Eurokodex, 2009, p. 265-284. ISBN 978-80-89447-12-1.

CARR, Nicholas: Nebezpečná mělčina. Jak internet mění náš mozek. Praha: Dauphin 2017, p. 161-199 a 246-272. ISBN 9788072727803.

Social Dilemma (film). Netflix, 2019. Available on the Internet.

Languages necessary to complete the course:

Languages necessary to complete the course: Slovak

Czech and English for class readings.

Notes:

Past grade distribution

Total number of evaluated students: 19

A	B	C	D	E	FX
10,53	5,26	10,53	26,32	31,58	15,79

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-004/15	**Course title:** Social Communication and Media 1

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 2 / 1 **per level/semester:** 28 / 14
 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 1.

Educational level: I.

Prerequisites:

Course requirements:
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
essay: 10 points / class presentation + seminar paper: 10 points / activities and discussions: 40 points / written test: 40 points (The student must obtain at least half of the points from the preliminary assessment, than he/she can take the written test.
Essay: approx. 5,000 characters, submitted in the first third of the semester, the topic correlates with a current problem in the field of media and electronic communication (eg hoax, misinformation, etc.).
Class presentation: 15 minutes, the student chooses a specific topic for a specific date, the topic of the seminar paper is identical to the class presentation, the seminar paper in the range of 4000 to 6000 characters is submitted one week after the paper. Sample topics: Origins and development of tabloid press (yellow press, penny press, tabloid), Origins and early development of television broadcasting in the world, Participatory journalism, Grooming and social networks, Computer games censorship
Written exam: questions from lectures, presentations, recommended literature
Activities and discussions: at seminars devoted to recommended literature, or to presentations
Scale of assessment (preliminary/final): 60/40

Learning outcomes:
Learning outcomes:
Upon successful completion of this course, students have theoretical knowledge about interpersonal communication and the position of language in it. He/she has the skills needed to analyze specific structures, types and models of communication processes and situations. He/she can apply the knowledge needed to identify the elements and participants in communication, their intentions, effects and barriers in communication processes. The student understands the importance of media for culture and the difference between culture mediated by oral, manuscript, print, mass and digital media. He/she can creatively apply these knowledge schemes in further study on other subjects.

Class syllabus:
Class syllabus:

1. Communication in nature and in society. Properties of interpersonal communication. 2. Elements and structures of communication: author and recipient, content and channel, message and information. 3. Models of communication processes: linear, interactive, transactional, pyramidal, theatrical, tree, circular, network. 5. Typologies of communication processes: aspects of intention, addressability, space, mediation, means of expression. 6. Language and sign in communication: types of signs, language structure, verbal and nonverbal communication. Denotation and connotation processes. 7. Culture, communication and media. 8. Remediation of cultural content. 9. Communication in oral cultures. 10. Communication in written and press cultures. 11. Communication and mass media. 12. Communication and network digital media.

Recommended literature:
Recommended literature:
FLUSSER, V. Komunikológia. Bratislava: Media Institute, 2002, p. 9-37. ISBN 8096877003.
ONG, W. J. Technologizace slova. Mluvená a psaná řeč. Praha: Karolinum, 2006, p. 41 – 69. ISBN 9788024611242.
JIRÁK, Jan – KÖPPLOVÁ, Barbara: Média a společnost. Praha: Portál 2003, p. 85-115. ISBN 8071786977 .
HRADISKÁ, Elena – BREČKA, Samuel – VYBÍRAL, Zbyněk: Psychológia médií. Žilina: Eurokodex, 2009, p. 265-284. ISBN 978-80-89447-12-1.
CARR, Nicholas: Nebezpečná mělčina. Jak internet mění náš mozek. Praha: Dauphin 2017, p. 161-199 a 246-272. ISBN 9788072727803.
Social Dilemma (film). Netflix, 2019. Available on the Internet.

Languages necessary to complete the course:
Languages necessary to complete the course: Slovak
Czech and English for class readings.

Notes:

Past grade distribution
Total number of evaluated students: 172

A	B	C	D	E	FX
19,19	5,23	15,7	17,44	20,93	21,51

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-025/15	**Course title:** Social Communication and Media 2

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 2 / 1 **per level/semester:** 28 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 2.

Educational level: I.

Prerequisites: FiF.KKIV/A-boIS-004/15 - Social Communication and Media 1

Course requirements:
 Grading scale:
 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
 Course requirements during the semester (100 points):
 paper 30 points (about 7 - 14 thousand signs, example topics: Academia Istropolitana, History ogf Comenius University)
 presentation 15 points (15 minutes, example topics: Discrimination of women in science, scientific progress and war, Citizen science)
 activitive participation 25 points (class discussions on readings),
 written test 30 points.
 Scale of assessment (preliminary/final): 100/0

Learning outcomes:
 Learning outcomes:
 The student has the skills necessary for activities within the processes of scholarly communication in information institutions, libraries, databases. The student has the knowledge necessary to participate in publishing projects in the field of scientific and university publishing. The student has the skills needed to participate in popularization of science in the relevant institutions, in the mass media or on the Internet.

Class syllabus:
 Class syllabus:
 1. The tree structure of scholarly communication. 2. Language of science - terminology, from Latin to English. 3. Orality and knowledge, rhetoric in scientific communication 4. Writing and book printing in communication of knowledge 5. Advent of modern science in the 17th century and contemporary communication tools (encyclopedias and secondary sources) 6. Scholarly journal and development of sciences (specialization, scientific jscholarly ournal crisis) , reviewing, open access, predatory jpurnals) 7. Relation of exact image and text (visualizations, maps, graphs, pictures) 8. Institutions for knowledge communication - development of the university concept 9. Associations, chambers - their historical development 9. Informal institutions for communication of knowledge and communicatin in invisible colleges 10. Author and authorship in communication of knowledge

- historical development of concepts 11. New media and scientific communication - selfpublishing, citizen science, wiki projects, social media and science) 12. Popularization of science 13. Science in the information society (open science, digital science)

Recommended literature:

Recommended literature:

MELICHEROVÁ, M., ONDRIŠOVÁ, M. a J. ŠUŠOL. Altmeria ako výzva tradičným metódam merania vplyvu vo vede v 21. storočí. In Z. PLAŠIENKOVÁ, ed. Bioetické výzvy a súčasnosť z pohľadu nových poznatkov a trendov. Bratislava : STIMUL, 2020, p. 268 – 274. ISBN 978-80-8127-309-4. Available at: http://stella.uniba.sk/texty/FIF_BVS_2_2020.pdf

ONDRIŠOVÁ, M. Alternatívne hodnotenia vplyvu vedeckých výstupov vo webovom prostredí. In STEINEROVÁ, J., ed. Knižničná a informačná veda. XXVI. Bratislava : UK, 2016, . 28-35. ISBN 978-80-223-4252-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV26_28.pdf

SZAPUOVÁ, M. a M. NUHLÍČEK. Veda v spoločnosti: Tvorba poznania v novom režime. In PLAŠIENKOVÁ, Z. ed. Bioetické výzvy a súčasnosť z pohľadu nových poznatkov a trendov. Bratislava, STIMUL, 2020, p. 217 – 229. ISBN 978-80-8127-309-4. Available at: http://stella.uniba.sk/texty/FIF_BVS_2_2020.pdf

KMEŤOVÁ, M. Otvorená veda, digitálna veda a informačná veda – vzťahy a súvislosti. In STEINEROVÁ, J., ed. Knižničná a informačná veda XXVI. Bratislava: UK, 2016, p. 69-78. ISBN 978-80-223-4252-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV26_69.pdf. JESCHKE, J. M. a S. JOKATIS. Knowledge in the Dark: Scientific Challenges and Way Forward. In Facetes (online), 2019, N.4, p. 423 – 441. ISSN 2371-1671. Available at: https://www.facetsjournal.com/doi/10.1139/facets-2019-0007

JAKUŠOVÁ, J. Výsledky výskumu vnímania problematiky vedeckej kreativity v slovenskom kontexte. In STEINEROVÁ, J., ed. Knižničná a informačná veda XXVI. Bratislava : UK, 2016, p. 81-88. ISBN 978-80-223-4252-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV26_81.pdf

JAKUŠOVÁ, J. Kreativita ako jedna z kľúčových kompetencií vedeckých pracovníkov. In: STEINEROVÁ, J., ed. Knižničná a informačná veda XXV. Bratislava : UK, 2014, p. 103-117. ISBN 978-80-223-3808-0. Available at: https://fphil.uniba.sk/fileadmin/fif/katedry_pracoviska/kkiv/Publikacie/KaIV/KIV25_103.pdf

BURKE, P.: Společnost a vědění II: Od Encyklopedie k Wikipedii. Praha : Karolinum, 2013. 978-80-246-2046-6.

Languages necessary to complete the course:

Notes:

Past grade distribution
Total number of evaluated students: 69

A	B	C	D	E	FX
21,74	14,49	14,49	14,49	18,84	15,94

Lecturers: doc. PhDr. Pavel Rankov, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-042/15	**Course title:** Special Reader and Information User Categories

Educational activities:
 Type of activities: seminar
 Number of hours:
  per week: 2 **per level/semester:** 28
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester: 2 written tests (40 points); b) 2 practical assignments (20 points): e.g. projects / event scenarios with a selected group of information readers / users; an event for the visually impaired and the blind, an event for the deaf and hard of hearing, an event for the mentally or physically handicapped, etc.
All parts of the evaluation are mandatory.
Violation of academic ethics will be punished, and the student will lose all the received points in the relevant assessment.
Grading scale:
0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences with documentation.
The exact date for continuous evaluation and the topic of the paper will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
After successfully completing the course, the student has knowledge in the field of special groups of information users/readers, as well as in the field of Library services to people with special needs in libraries. The student has knowledge of differentiated services for individual groups of health and socially disadvantaged users / readers. The student knows the methods of working with medically and / or socially disadvantaged users/readers, library patrons.

Class syllabus:
1. Basic characteristics of special user groups. The importance of the issue.
2. Disabled information users and readers: visually impaired, hearing impaired, speech impaired, intellectual disability, and physical disability.
3. Socially disadvantaged users of information and readers: children, young people, the elderly, ethnic groups, minorities, immigrants, the unemployed, the homeless, users with behavioural disorders, prisoners, etc.
4. Assumptions and specifics of services: special collections, individual approach, etc.

5. Current state and situation in Slovakia, in other countries. Eliminating information deficit / poverty among disadvantaged users. International organizations and their activities.
6. Interpersonal communication in services for special categories of users.
7. Specific methods of working with specific groups of handicapped and disadvantaged users.
8. Information needs of specific user groups.
9. Methodical materials, documents, and legislation.

Recommended literature:

Languages necessary to complete the course: Slovak, for recommended literature English at level B2

Notes:

Past grade distribution
Total number of evaluated students: 7

A	B	C	D	E	FX
57,14	14,29	0,0	0,0	0,0	28,57

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-075/21	**Course title:** Subject Cataloging

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Antirequisites: FiF.KKIV/A-boIS-015/15

Course requirements:
a) during the semester: seminar work in the field of subject cataloging (20 points, which is 30% of the total evaluation of the course) and a practical test in subject cataloging in the credit week (10 points, which is 15% of the total evaluation of the course)
b) in the examination period: written test (40 points, which is 55% of the total course evaluation)
Grading scale: 70-65: A, 64-59: B, 58-53: C, 52-47: D, 46-43: E, 42-0: Fx
The exact date for continuous evaluation will be announced at the beginning of the semester. The dates for the final test will be announced through AIS no later than in the last week of the instruction period.
Scale of assessment (preliminary/final): 45/55

Learning outcomes:
After successfully completing the course, the student understand the principles of subject cataloging, classification and indexing and can apply their procedures in practice. He has the skills of content analysis and creation of indexing terms for the needs of bibliographic record of the document, in accordance with international standards. Student knows how to apply library classification and categorization in the processing and organization of information resources. He understand the use of library classification and indexing languages in the organization of information in traditional and electronic environments. Student can catalog a monographic document and create subject selection data in its bibliographic record in the international exchange bibliographic format MARC21 using a library and information system.

Class syllabus:
Class syllabus:
1. Cataloging and subject cataloging.
2. Content analysis of documents and indexing of information sources
3. Rules of creating indexing terms. Keywords
4. Subject cataloging and creation of subject headings
5. Systematic cataloging and library classification

6. Universal decimal classification
7. Library categorization. International Standard Conspectus
8. Trends in subject cataloging
9. Indexing consistency. International standards of subject cataloging
10. Creation of subject authority
11. Methodology of subject cataloging in the international exchange bibliographic format MARC21 according to the RDA cataloging rules
12. Practical subject cataloging of documents using international standards and library information system

Recommended literature:
Recommended literature:
Temporary teaching text available in MS Teams files.
HJORLAND, B. (ed.). ISKO Encyclopedia of Knowledge Organization (IEKO). In: ISKO: International Society of Knowledge Organization [online]. 2016-2021. Dostupné na internete: https://www.isko.org/cyclo/index.html
ROWLEY, J., Hartley, R. Organizing Knowledge: An Introduction to Managing Access to Information. Farnham: Ashgate, 2014. 367 s. ISBN 978-0-7546-4431-6.
STEINEROVÁ, J., ONDRIŠOVÁ, M. (ed.). Informačná veda: výkladový slovník. Bratislava: Univerzita komenského v Bratislave, 2020. 278 s. ISBN 978-80-223-4866-9.
TAYLOR, A., JOUDREY, D. N. The Organization of Information. Westport: Libraries unlimited, 2009. 512 s. ISBD 978-1-59158-700-2.
Methodical materials on the issue of cataloging and subject cataloging, Slovak National Library in Martin:https://www.snk.sk/sk/informacie-pre-kniznice-a-knihovnikov/metodika-pre-narodnu-bibliografiu.html
Methodical materials on the issue of cataloging and subject cataloging, Czech National Library in Praha: https://ipk.nkp.cz/homepage-ipk
Magazine articles:
ITLib : Informačné technológie a knižnice. Bratislava : CVTI SR, 2001-
Knižnica : Revue pre knihovníctvo a bibliografiu, knižnú kultúru, informačné systémy a technológie, ochranu dokumentov, biografistiku, archív a múzeum knihy, knižnej grafiky a literárnych pamiatok. Martin : Slovenská národná knižnica, 2000-
Ikaros : elektronický časopis o informační společnosti [online]. Dostupné na internete: www.ikaros.cz. Praha, 1997-

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 63

A	B	C	D	E	FX
23,81	31,75	23,81	12,7	4,76	3,17

Lecturers: Mgr. Marta Špániová, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-065/21	**Course title:** Typographic Text Processing

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
During the semester students will continuously work on 5 practical assignments related to text processing in the appropriate application. Each assignment is assessed by max. 5 points – overall max. 25 points for the whole semester. Grading scale: 0-59%-FX, 60-67%-E, 68-75%-D, 76-83%-C, 84-91%-B, 92-100%-A
The teacher will accept a maximum of two absences in case they are supported with relevant documentation.
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
Students obtain fundamental knowledge about the structure of the script, its evolution and principles of its production. They master essential principles of typography and of semantic inscription of the text. In MS Word, they can use styles, special characters and various features of automated text production and formatting – headers, numbering, sections, cross-references, generating content and indices. They are aware of basic typographical rules and norms for writing scholarly text, principles of editing and processing electronic manuscript. They can handle working in DTP programs, including management of pictures, they understand principles of printing technology and their impact on pre-print procedures and document creation.

Class syllabus:
Construction of the script, typography, evolution of the script and principles of its creation. Graphic design of a word, calligram, semantic inscription of the text. Work with MS Word, using stýles, special characters. Automating the text production – headers, numberings, sections, cross-references, generating contents and indices. Typographical rules and norms for scholarly text. Text editing, basic functions and phases. Electronic manuscript. Proof reading. Preparation of the text for DTP processing. Typography and types/fonts. Typographic measuring systems. Techniques of type-setting. Principles of work in DTP programs. Commercial printing technologies and their impact on pre-print procedures. Pictures and their preparation. Scanning. Photographs and illustrations.

Recommended literature:
 Odporúčaná literatúra:

AMBROSE, Gavin – HARRIS, Paul. Grafický design: Typografie. Brno : Computer Press, 2010.
BANN, David. Polygrafická príručka. Bratislava : Slovart, 2008.
BROŽA Petr a kol. Extra PC Speciál „Microsoft Office 2007. Průvodce pro každého.“ Brno :
Extra Publishing, 2007.
ČAPKA, František – SANTLEROVÁ, Květoslava. Stručný vývoj písma. Brno : Masarykova
univerzita v Brně, 1994.
DVOŘÁKOVÁ, Zdenka. DTP a předtisková příprava. Brno : Computer Press, 2008.
HART-DAVIS Guy - GROVER, Chris. Word 2007: The missing manual. S.l. : O'Reilly, 2006.
HRAZDIL, Jozef - MONCMAN, Štefan. Písmo, sadzba, sádzanie. Bratislava : Alfa, 1978.
KOČIČKA, Pavel - BLAŽEK, Filip. Praktická typografie. 2. vyd. Brno : Computer Press, 2007.
KOL.: Polygrafické minimum. Bratislava : Typoset, 2000.
SALTZ, Ina. Základy typografie. Praha : Slovart, 2010.

Languages necessary to complete the course:
Slovak

Notes:

Past grade distribution
Total number of evaluated students: 16

A	B	C	D	E	FX
31,25	25,0	12,5	12,5	12,5	6,25

Lecturers: prof. PhDr. Jaroslav Šušol, PhD., Mgr. Milan Regec, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	
University: Comenius University Bratislava	
Faculty: Faculty of Arts	

Course ID: FiF.KKIV/A-boIS-050/17	**Course title:** Typographical and Semantic Processing of Scholarly Publications

Educational activities:
  Type of activities: seminar
  Number of hours:
    per week: 2 **per level/semester:** 28
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 4.

Educational level: I.

Prerequisites:

Course requirements:

Learning outcomes:

Class syllabus:

Recommended literature:

Languages necessary to complete the course:

Notes:

Past grade distribution
 Total number of evaluated students: 25

A	B	C	D	E	FX
32,0	20,0	12,0	12,0	4,0	20,0

Lecturers: Mgr. Milan Regec, PhD., prof. PhDr. Jaroslav Šušol, PhD.

Last change: 16.11.2021

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-003/15	Course title: Typology of Information Resources

Educational activities: Type of activities: lecture / seminar Number of hours: per week: 2 / 2 per level/semester: 28 / 28 Form of the course: on-site learning

Number of credits: 5

Recommended semester: 2.

Educational level: I.

Prerequisites:

Course requirements: a) during the semester (20 points): a paper about a selected issue in the field of information resources types: e.g. scholar sources in the digital environment, traditional vs. digital monograph, traditional vs. electronic journals, video in scholar communication, pictorial sources in scholar communication, digital collections of cartographic materials, open educational resources (OER), documents and resources in memory institutions, digital resources in education, etc. b) 2 written test (40 points) c) in the examination period: oral examination (40 points). Scale of assessment (preliminary/final): 60/40

Learning outcomes: After successfully completing the course, the student has an overview basic knowledge of documentation and typology of information sources: knows the types of documents and information sources, knows traditional and new types of information sources and media. The student is able to characterize written, visual, audio, audiovisual and electronic sources. The student is able to identify and typologically distinguish sources of information (traditional and new), can characterize them in terms of typological attributes, can identify their strengths and weaknesses in (professional / scholar) communication. The student is able to identify the possibilities of individual types of information sources in the e-environment and in the online environment, can derive changes in the types of information sources in the e-environment. The student is able to identify and argue the potentials of individual resources in the framework of scholar, professional, educational, political, cultural communication. The student is able to evaluate information sources, can evaluate the importance of documentation for solving selected problems that result from information and media explosion. He/she is able to evaluate the importance for the organization of information flows in scholar or professional communication.

Class syllabus: 1. Information source and document – introduction. Basic characteristics and functions of documents and information sources in society. Typology of and information sources: goals, methods, meaning.

2. Classification of documents according to criteria: sign system, essence, degree of publication, degree of continuity, articulation, originality of content, addressability, integrity and linearity, function.

3. Formal and informal communication. Scholar/professional sources, artistic sources. Journalistic sources.

4. Features of electronic resources. Multimedia.

5. Images and pictorials sources.

6. Audio information sources.

7. Audiovisual information sources.

8. Registration systems of selected types of sources. Gray literature.

9. Current problems of communication. Information media explosion. The publication crisis.

Recommended literature:

1. FABIÁN, Ondřej. Elektronické informační zdroje [online]. NAKLIV [bez dát.] [cit. 2020-12-15]. Available at: https://web2.mlp.cz/koweb/00/04/23/37/07/elektronicke-informacni-zdroje.pdf

2. FARACE, Dominic J. a Joachim SCHÖPFEL. Grey Literature in Library and Information Studies [online]. Berlin: SAUR ; DE GRUYTER, 2013 [cit. 2020-12-15]. ISBN 978-3-598-11793-0. [cit. 2020-12-15]. Available at: https://digitalcommons.unl.edu/cgi/viewcontent.cgi?article=1163&context=scholcom

3. HJØRLAND, Birger. Documents, memory institutions and information science. In: Journal of Documentation [online]. Aslib, The Association for Information Managemen, 2000, vol. 56, no. 1, s. 27–41 [cit. 2020-12-15]. Available at: https://www.researchgate.net/publication/235287518_Documents_memory_institutions_and_information_science/link/00b49539471b136269000000/download

4. KTD: Česká terminologická databáze knihovnictví a informační vědy (TDKIV) [online]. Praha: Národní knihovna ČR, 2003- [cit. 2020-01-25]. Available at: https://aleph.nkp.cz/F/CMD9LRNGBLKA9KAN4RHKTM8JNLRET6BFPN1SKJUVD7YHIL4K54-08858?func=file&file_name=find-b

5. MACHÁTOVÁ, Martina. Orientace v aktuálně vydávaných titulech [online]. Brno: Moravská zemská knihovna, [bez dátumu] [cit. 2020-10-15]. Dostupné aj na internete: https://www.mzk.cz/sites/mzk.cz/files/souboryMZK/orientace_v_aktualne_vydavanych_titulech_-_final_rk_2.pdf

6. REITZ, Joan M. ODLIS: Online Dictionary for Library and Information Science [online]. [S.l.]: Libraries Unlimited, 2014 [cit. 2013-12-15]. Dostupné aj na internete: https://products.abc-clio.com/ODLIS/odlis_about.aspx

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Languages necessary to complete the course:
Languages necessary to complete the course: Slovak

Notes:

Past grade distribution
Total number of evaluated students: 143

A	B	C	D	E	FX
8,39	8,39	12,59	17,48	23,78	29,37

Lecturers: PhDr. Ľudmila Hrdináková, PhD.

Last change: 26.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-069/21	**Course title:** User Experience Research

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 5.

Educational level: I.

Prerequisites:

Course requirements:
a) during the semester: 1. research project (comprehensive research project with documentation and final presentation, 50 points), 2. two partial assignments related to selected methods of user experience (20 points)
(b) during the examination period: written test (30 points).
The condition for admission to the exam is the achievement of min. 50% of each assignment. Violation of academic ethics results in the cancellation of the obtained points in the relevant evaluation item. Knowledge of English at the B1 level is required to work with the recommended literature.
Grading scale:
0-59% -FX, 60-67% -E, 68-75% -D, 76-83% -C, 84-91% -B, 92-100% -A
The exact dates and topics of the mid-term evaluation will be announced at the beginning of the semester. Exam dates will be published no later than the last week of the lecturing section of the semester.
Scale of assessment (preliminary/final): 70/30

Learning outcomes:
Upon successful completion of this course, student is able to identify user behavior, needs, experiences and motivations using a variety of qualitative, quantitative, experimental and observational methods that aid in the design, development and improvement of the usability and user experience of a product or service. The student has mastered the methods of building empathy using research methods based on the main principles: to nest, engage and observe, can identify and correctly formulate basic goals and questions, frame the problem. He/she can use the right method for a given problem, advantages and disadvantages of given methods, logistical and theoretical components of applied research. He/she mastered the planning, implementation and processing of research. He/she can analyze and synthesize the obtained data, information and observations, create meaning, support and in-depth understanding of the problem, present the results. He/she can ensure that research is usable for product or service development.

Class syllabus:
1. Introduction to the user experience research

2. Quantitative methods of user experience analysis
3. Qualitative analyzes of the user experience
4. Attitudinal methods of user experience analysis - interview, contextual interview
5. Attitudinal methods of user experience analysis - questionnaire
6. Mental models - characteristics and methods of analysis in the context of user experience
7. Personas - characteristics, principles of creation
8. Behavioral methods of user experience analysis - ethnographic survey, diary
9. Behavioral methods of user experience analysis - user testing - techniques, types, recruitment and selection of respondents, planning, scenario and task creation, moderation
10. User/usability testing - analysis, synthesis, extraction, interpretation and presentation of results
11. Information architecture research, visual hierarchy
12. The value of user experience research, the inclusion of research in the process of designing user experience

Recommended literature:
SOEGARD, Mads, DAM, Rikke Friis. The Encyclopedia of Human-Computer Interaction, 2nd Ed. Interaction design foundation, 2014. ISBN 9788792964. Dostupné na internete: https://www.interaction-design.org/literature (vybrané kapitoly k použiteľnosti a metídam prieskumu)
GOODMAN, Elizabeth, KUNIAVSKY, Mike, Andrea MOED. Observing the user experience a practitioner's guide to user research. Amsterdam: Morgan Kaufmann, Elsevier, 2012. 2. vyd. 585 s. ISBN: 978-0-12-384869-7
BAXTER, Kathy, COURAGE, Catherine and Kelly CAINE. Understanding your Users: A Practical Guide to User Research Methods (online). Morgan Kaufmann, 2015. ISBN: 978-0-12-800232-2. Dostupné na internete: https://doi.org/10.1016/C2013-0-13611-2
PERNICE, Kara. User Interviews: How, When, and Why to Conduct Them. In Nielsen Norman Group, 2014 (online). Dostupné na internete: https://www.nngroup.com/articles/user-interviews/
ROHRER, Christian. When to Use Which User-Experience Research Methods. In Nielsen Norman Group, 2014 (online). Dostupné na internete: https://www.nngroup.com/articles/which-ux-research-methods/
Additional literature will be presented at the beginning and during the semester. Teacher presentations are available in Moodle and MS TEAMS.

Languages necessary to complete the course:
slovak, english

Notes:

Past grade distribution
Total number of evaluated students: 0

A	B	C	D	E	FX
0,0	0,0	0,0	0,0	0,0	0,0

Lecturers: Mgr. Katarína Buzová, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-039/15	**Course title:** Users in Digital Environment

Educational activities:
  Type of activities: lecture / seminar
  Number of hours:
    per week: 1 / 1 **per level/semester:** 14 / 14
  Form of the course: on-site learning

Number of credits: 3

Recommended semester: 3.

Educational level: I.

Prerequisites:

Course requirements:
During the semester: seminar work, assignments and test:
- Seminar work - 30 points (selected seminar papers will be reworked in the form of an article on the blogging platform medium.com + bonus points)
- assignments - of 40 points (practical use of methods of evaluation, design and examination of aspects of the user experience taken over in class)
- Test - 30 points
Credits will not be given if the student achieves less than 50% of the points from the assignments and the test.
Allowed absences: 2 justified.
Grading scale: 0-65-FX, 66-72-E, 73-79-D, 80-86-C, 87-93-B, 94-100-A
Scale of assessment (preliminary/final): 100/0

Learning outcomes:
The course is about users, their interaction with the digital environment and user experience (UX), with regard to user-oriented design. The course is focused on practical methods of holistic approach to UX design, based on usability.
The aim of the course is to teach students the basic concepts and theories that they can apply in practice when evaluating or designing digital products and services.
Upon successful completion of this course, the student can understand the affective, cognitive and social aspects of human-computer interaction (a specific system / application in digital space); developed an understanding of theory and a sense of user-oriented design; is able to analyze and critically evaluate user interfaces, systems and devices (websites, applications, mobile devices); explain the difference between good and bad design; gains empathy, analytical thinking, problem solving ability, collaboration, communication, presentation in the context of user experience design.

Class syllabus:
- User experience, usability, user-oriented design
- Users - cognition theory, mental models, understanding of users' activities in digital space
- Psychological aspects of the user experience - memory, attention
- Visual hierarchy - elements of graphic design, Gestalt theory

- Emotions in the context of the user experience
- Perception of text in a digital environment
- Information structure - navigation, information design, information architecture
- Specifics of small, mobile and wearable digital devices

Recommended literature:
Leung, Linda. Digital Experience Design. Bristol: Intelect, 2008. http://site.ebrary.com/lib/uniba/Doc?id=10275512
Caddick, Richard. Communicating the user experience: a practical guide for creating useful UX documentation. Chichester: Wiley, 2011. http://site.ebrary.com/lib/uniba/Doc?id=10500903
Mike Kuniavsky. Observing the user experience: a practitioner's guide to user research. San Francisco: Morgan Kaufmann Publishers, 2003. http://site.ebrary.com/lib/uniba/Doc?id=10180779
Aaron Schmidt and Amanda Etches. User experience (UX) design for libraries. Chicago: ALA TechSource, 2012. http://site.ebrary.com/lib/uniba/Doc?id=10633976
Krug, Steve. 2005. Don't Make Me Think: A Common Sense Approach to Web Usability. 2. vyd. New Riders, 2005. 216 s. ISBN: 978-0321344755
Garret, Jesse James. 2002. The Elements of User Experience: User-Centered Design for the Web. Peachpit Press, 2002. 208 s. ISBN: 978-0735712027
Additional literature will be presented at the beginning and during the semester. Teacher presentations are available in Moodle and MS TEAMS.

Languages necessary to complete the course:
slovak + english

Notes:

Past grade distribution
Total number of evaluated students: 60

A	B	C	D	E	FX
23,33	20,0	23,33	11,67	15,0	6,67

Lecturers: Mgr. Katarína Buzová, PhD.

Last change: 23.06.2022

Approved by:

COURSE DESCRIPTION

Academic year: 2021/2022	

University: Comenius University Bratislava

Faculty: Faculty of Arts

Course ID: FiF.KKIV/A-boIS-039/15	**Course title:** Users in Digital Environment

Educational activities:
 Type of activities: lecture / seminar
 Number of hours:
  per week: 1 / 1 **per level/semester:** 14 / 14
 Form of the course: on-site learning

Number of credits: 3

Recommended semester: 6.

Educational level: I.

Prerequisites:

Course requirements:
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Mike Kuniavsky. Observing the user experience: a practitioner's guide to user research. San Francisco: Morgan Kaufmann Publishers, 2003. http://site.ebrary.com/lib/uniba/Doc?id=10180779

Aaron Schmidt and Amanda Etches. User experience (UX) design for libraries. Chicago: ALA TechSource, 2012. http://site.ebrary.com/lib/uniba/Doc?id=10633976

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Lecturers: Mgr. Katarína Buzová, PhD.

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