

DIPLOMA IN INFORMATION SCIENCE (DISC)

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Preamble

Information is key to organizational and business success. In Kenya and in the world as a whole, the provision of timely and accurate information has become an important management function in decision making, preparation of action plans and control activities. Organisations are faced by an accelerated rate of change, a more complex environment and increasing uncertainty. They therefore require proper information in order to be successful in the competitive world markets.

Access to up-to-date information through online retrieval enhances the emerging digital firm in E-Government, E-Commerce, E-Business etc.

Contemporary issues like the development of digital villages, Human Rights, Millennium Development Goals and related strategies all depend on the way information is organized, acquired, applied and organized.

The DIPLOMA IN INFORMATION SCIENCE Program is designed to meet the market demand in training information specialists who will be equipped with knowledge and skills to manage libraries, information centres and information resources in a changing environment that is fast embracing the use of Information Technology.

Programme's Expected Learning Outcomes

Upon completion of the Diploma in Information Science programme, the student will be able to:

1. Demonstrate competence and required skills and expertise in critically managing various types of information in libraries, information centers, and other information institutions and organizations.
2. Demonstrate competence in the use of and application of Information Communication Technologies (ICT) in handling information.
3. Build on acquired concepts and progress to higher levels of study in their fields of specialization.
4. Construct and develop an awareness strategy for the need of dissemination and transfer of information in all sectors of the economy and development.

Admission Requirements:

In accordance with the University regulations for admission to a Diploma programme.

The minimum academic entry requirement for this diploma program is grade C Plain, or C- with a Certificate from recognized institutions, or equivalent qualifications. All applications are considered individually. Applicants with other formal prior qualifications may be accepted onto the program if these are approved by the University Senate. Those who successfully complete the program will get a direct admission to the BSIS Program offered by the University.

Duration of Study

The programme is structured to take four trimesters or two academic years including practicum/industrial attachment.

Programme Plan

YEAR I

TRIMESTER 1

Code	Description	Credits
DIS 112	Introduction to library and Information science	3
DIS 113	Introduction to computers	3
DIS 115	Introduction to database systems	3
DIS 116	Introduction to multimedia information sources & services	3
DIS 117	Introduction to Records and Archives	3
DIS 119	Introduction to organization of knowledge	3

TRIMESTER 2

Code	Description	Credits
DIS 118	Internet and information services	3
DIS 120	Knowledge management	3
DIS 121	Records Management	3
DIS 122	Organization of knowledge 1(classification)	3
DIS 123	Organization of knowledge 1(cataloguing)	3
DIS 124	Information communication & mass media	3

YEAR II

TRIMESTER 3

Code	Description	Credits
DIS 201	User studies and information needs	3
DIS 202	Reference and information services	3
DIS 204	Conservation and Restoration of Information materials	3
DIS 206	Automation of Libraries and Information Centres	3
DIS 205	Research methods in information science	3
DIS 214	Entrepreneurship	3

TRIMESTER 4

Code	Description	Credits
DIS 215	Project	3
DIS 216	Practicum	3

TOTAL CREDIT HOURS REQUIRED FOR GRADUATION: 60 Credits Hours

Tuition Fees (per Trimester) for new students Ksh. 21,600
 Charge per credit hour Ksh. 1,200

Application Procedure

Application forms are available at main campus Meru, Nairobi campus, (KEMU HUB), Mombasa, Nakuru and Nyeri centres. A non-refundable application fee of Ksh. 1000 for Kenyans and US \$ 20 for non-Kenyans (Bankers Cheque) is charged.
