

Library &

Information Studies

— 2022/2023 —
PROSPECTUS

Study & live your life

openpolytechnic.ac.nz

Open Polytechnic
KURATINI TUWHERA

 Te Pūkenga

Nau mai haere mai ki Te Pūkenga Welcome to Te Pūkenga

Te Pūkenga is building a national network of integrated learning in Aotearoa New Zealand that better meets the needs of learners, their whānau, employers and the community.

By bringing together on-the-job, on campus and online learning, Te Pūkenga is creating a network that gives learners more choices and flexibility in what, where and how they learn.

Open Polytechnic
KURATINI TUWHERA

EIT
EASTERN INSTITUTE OF TECHNOLOGY
TE AHO A MAUI

UCOL
Te Pae Mātauranga ki te Ao
University College of Learning

MANUKAU
INSTITUTE OF TECHNOLOGY
Te Whare Wānanga o Manukau

Tai Poutini
Polytechnic
NEW ZEALAND

WelTec
Te Whare Wānanga o te Awakairangi

BCITO
He Hunga Hanga Mātau
building people

CONEXIS
INFRASTRUCTURE TRAINING

Service IQ

Wintec
WAIKATO INSTITUTE OF TECHNOLOGY
Te Whare Wānanga o Waikato

WITT
WESTERN INSTITUTE OF TECHNOLOGY
TE KURA MATATINI O TARANAKI

Competenz (C)



Te Pūkenga

Careerforce
te toi pūkenga

OTAGO
POLYTECHNIC
Te Kura Matatini ki Otago

Unitec
Institute of Technology
TE WHARE WĀNANGA O AUCKLAND

PrimaryITO
KNOWLEDGE TO GROW

mito

TOI-OHOMAI
Institute of Technology

Whitireia
NEW ZEALAND

North Tec
TAI TOKERAU WĀNANGA

SOUTHERN
INSTITUTE OF TECHNOLOGY
Te Whare Wānanga o Te Tai Pōhaki

Ara

nmit
NORTH MIDLAND INSTITUTE OF TECHNOLOGY
Te Whare Wānanga o Te Tai Pōhaki

Please note our programmes of study are currently under review as part of the reform of vocational education training. The objective is to provide one programme for Te Pūkenga that is portable, consistent, and more closely aligned with the needs of industry. As the review is ongoing, this prospectus is correct at the time of publishing but the courses outlined may change over time.



Kia ora huihui mai tātou.

It's my pleasure to be able to provide an introduction in this 2023 prospectus and welcome you to Te Pūkenga, nei te reo rāhiri e rere atu ana – nau piki mai, nau kake mai ki Te Pūkenga.

In 2020, the government reviewed the vocational education system in Aotearoa New Zealand and made some significant changes for how it would work in the future.

One of those changes was the creation of Te Pūkenga, New Zealand Institute of Skills and Technology. The change meant that all of the country's Kura Tini, Institutes of Technology and Polytechnics such as Open Polytechnic as well as some of the country's Industry Training Organisations which focus on work-based learning such as apprenticeships, will now sit within one organisation – Te Pūkenga.

By bringing these organisations together, it means we can create a national network of on-the-job, on campus and online learning opportunities that give learners more choice and flexibility in what, where and how they learn throughout Aotearoa New Zealand.

For those of you thinking of enrolling with Open Polytechnic for study in 2023, this means you are going to be enrolling with a national organisation and you will receive a qualification from Aotearoa New Zealand's largest education provider, Te Pūkenga.

You'll still be able to study by distance learning but you'll have the additional benefits that come from being part of a national network – such as more support, more study options and increased ability to switch between different types of learning if your circumstances change.

A national network means we can plan better for the future needs of Aotearoa. We want to make sure that when you enrol in a programme, you are gaining skills that are needed by Aotearoa and around the world – giving you more job security and ultimately increasing your opportunities for success.

Our transformation is a journey that will take time but one thing is clear, everything we do is centred around our learners and their whānau. We have a relentless focus of equity and we're setting the foundations to deliver to Te Tiriti o Waitangi and its principles, and most importantly to the aspirations of Māori learners, their whānau, and iwi/hapū.

Throughout this prospectus you may notice that a number of programmes are changing.

We are unifying programmes to make sure they are consistent across the country. This means if your circumstances change, you'll be able to continue with your study rather than having to start again. It's just one of the ways we are working to make learning fit around life, rather than making life fit around learning.

Whether you're looking to continue with your study or try something fresh, we look forward to you joining Te Pūkenga whānau and being part of this transformational journey with us.

Mā te kimi ka kite. Mā te kite ka mōhio. Mā te mōhio ka mārama - Seek and discover. Discover and know. Know and the world of light is yours to behold.

If you have any questions or want to find out more about Te Pūkenga, visit our website tepukenga.ac.nz or email us at info@tepukenga.ac.nz – we'd love to hear from you.

Stephen Town
Chief Executive



*Make
your
move*

*Get
in
touch*

customerservices@openpolytechnic.ac.nz



Freephone
0508 650 200



Landline
+64 4 913 5300

Address

3 Cleary Street, Lower
Hutt 5011, New Zealand

Postal

Private Bag 31914, Lower
Hutt 5040, New Zealand

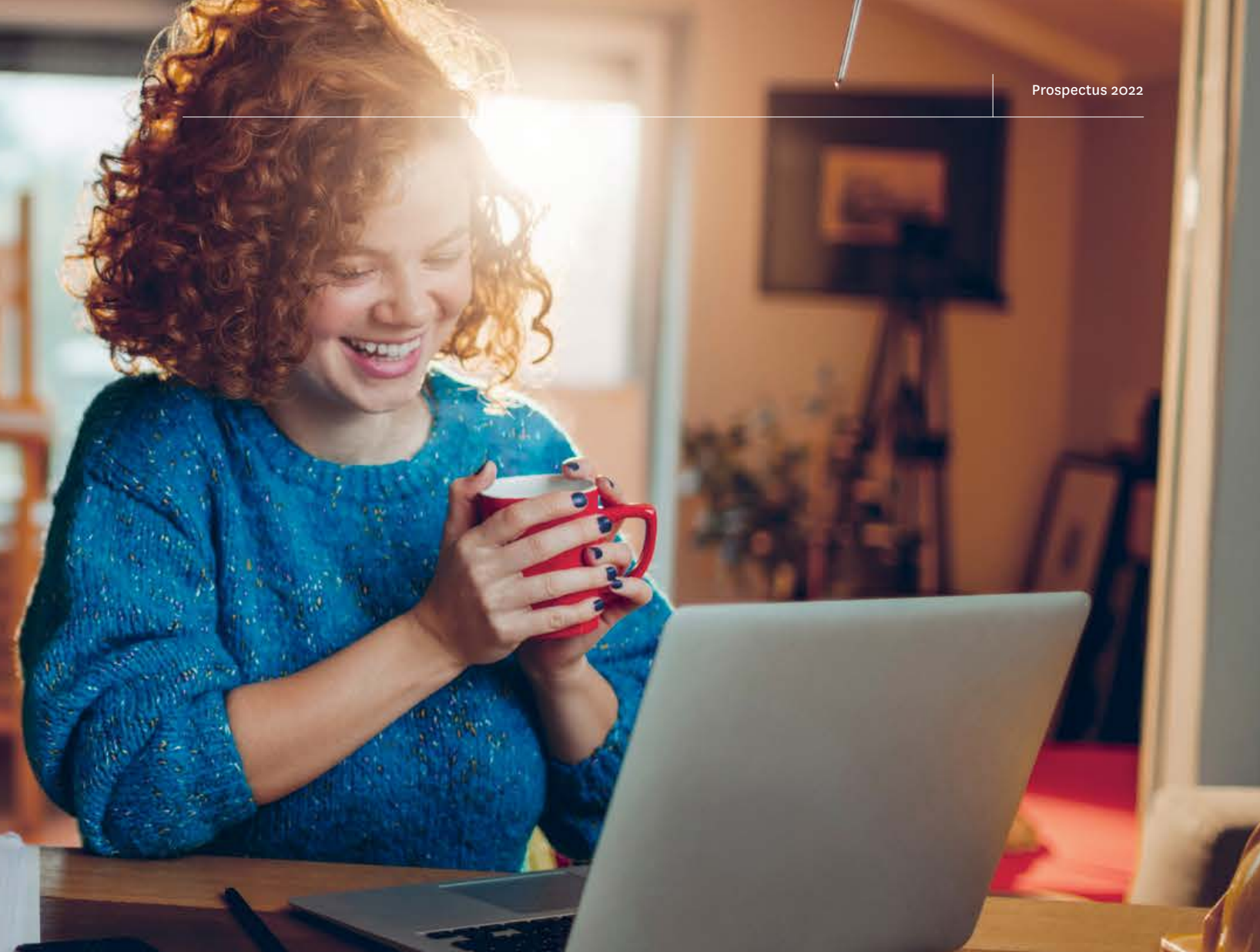
openpolytechnic.ac.nz

Join us



Discover your possibilities

with Open Polytechnic



95%

of learners report their study is valuable to their current job.*



3,635

diplomas, certificates and degrees were awarded throughout 2020.*



*Annual report 2020

A New Zealand that's continually learning to succeed

Open Polytechnic is New Zealand's leading distance and online learning provider. Our organisation was created to ensure adult learners could gain the skills needed for their current or future career, without having to attend full-time study at a physical campus.

Around 30,000 learners each year take advantage of the flexibility of distance and online learning to gain the skills they need to progress in their jobs and careers. We are one of the largest educators of the current workforce and our graduates can be found in every major workplace throughout the country.

With distance learning you can make study fit with your needs. We give you the flexibility to develop a study routine that works with the rest of your life, so you can fit study around work, family, sport or community commitments.



As an Open Polytechnic learner

Studying by distance learning doesn't mean you'll be on your own. We'll be with you every step of the way to support, mentor and assist you with your studies and study planning.

Our qualifications

We offer over 100 qualifications and around 1000 courses. We work with industry to develop most of our programmes and courses, ensuring the skills and knowledge you gain are as relevant to your field as possible.

All our qualifications meet rigorous and transparent quality standards. They have been approved by the New Zealand Qualifications Framework.

Our range of qualifications allows learners to staircase from certificate to diploma and degree level. They include technical and vocational training through to higher professional and continuing education.

Like face-to-face study, distance learning courses have start and end dates, and work to get through in between. So, you'll need discipline and motivation to do the work and complete your assignments on time. The benefit is you decide on your timetable. It's up to you to work out when and where you study, how much to take on, and how to divide up your study time.



learners have access to anywhere, anytime learning.*

Kia ora, welcome

Whether you want to learn new skills to help you in your current career, or to change careers, Open Polytechnic has a range of qualifications that will help you achieve your goals.

We are an international leader in the field of flexible distance learning. Over our 70-year history we have helped learners throughout New Zealand and overseas gain qualifications that are highly valued by employers from a wide variety of industries.

We know the commitment it takes to fit study around work and family commitments. If you enrol with Open Polytechnic you will have access to a wide range of support services that are designed to help you learn, when and where it suits you.

All the best with your studies.

Dr Caroline Seelig
Chief Executive



Contents

6	8	10	12
Discover your possibilities	Welcome	Your pathway	Library and Information Studies
18			
Learner success			

*Annual report 2020

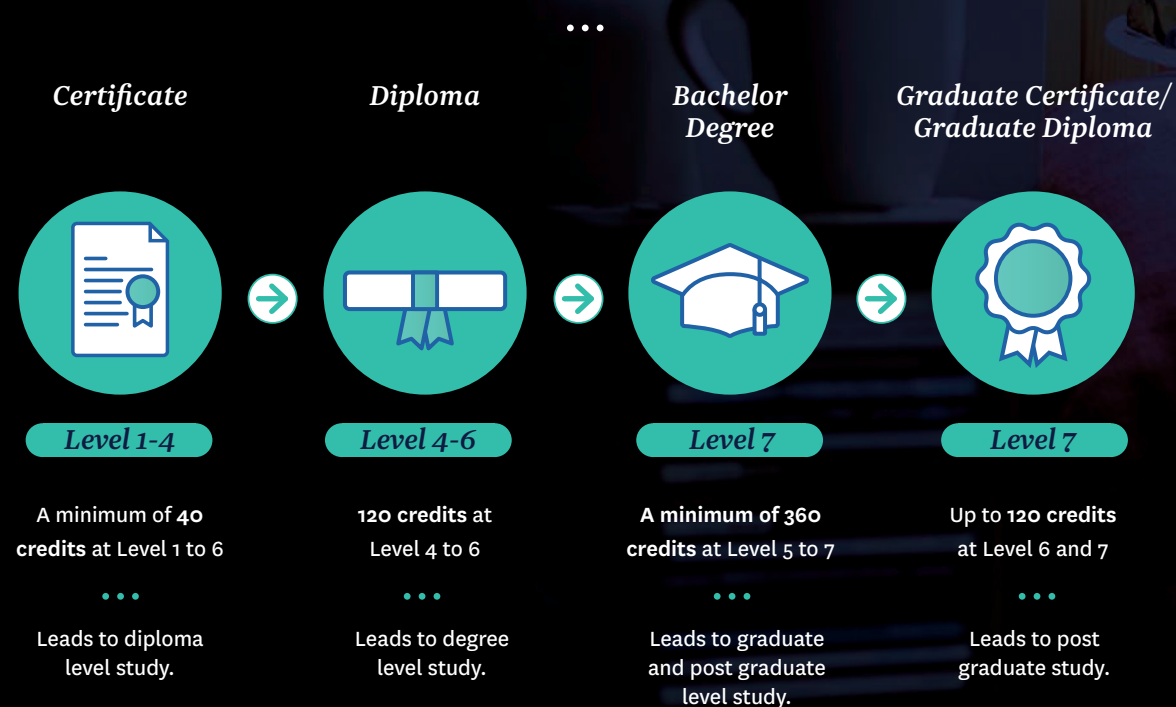
Start your journey

Your pathway

We have qualifications ranging from certificate to degree and graduate diploma level to suit you at different stages of your life and career. Some of our qualifications also credit into higher level ones so that you can achieve your goals as stepping stones along the way.

If you need to top up your skills before entering higher level tertiary study, check out our Certificate in Study and Career Preparation and Certificate in Foundation Skills.

We also offer course only options to help you boost your study or professional skills.



Open Courses

You can enrol in and start open courses throughout the year, as they start on the first Monday of each month.

Trimester Courses



Most trimester-based courses start at the same time, but some do have different start dates.

Visit our website for more information and key dates.

Library and Information Studies

Library and Information

- New Zealand Certificate in Library and Information Services for Children and Teens | Level 6
- New Zealand Diploma in Library and Information Studies | Level 5
- Bachelor of Library and Information Studies | Level 7
- Graduate Certificate in Library and Information Leadership | Level 7

Records and Information Management

- New Zealand Diploma in Records and Information Management | Level 6

“I have become a more organised person and feel like I now look at things a bit differently,” says Amy. “I believe everyone can study there are always options there. It will be difficult but if you want to do it, go for it, there’s a lot of support out there to help you on your way.”

AMY ISAACS

NEW ZEALAND DIPLOMA IN LIBRARY AND INFORMATION STUDIES (LEVEL 5) AND
GRADUATE DIPLOMA IN STRATEGIC MANAGEMENT (LEVEL 7)

...

“I love having good conversations with people and getting to know the community. Working in a public library is about connecting with information and what they need.”

HANA WHAANGA

DIPLOMA IN INFORMATION AND LIBRARY STUDIES (LEVEL 6) AND
NEW ZEALAND DIPLOMA IN LIBRARY AND INFORMATION STUDIES (LEVEL 5)

...

“My studies have helped me in my job. I now see the world differently and understand technology and information changes. I think Open Polytechnic allows Pasifika people to work in their own time, because family/whānau/aiga is very important to them, and they can fit their studies around all the things that they do, around their community or church.”

LUCIA MATAIA

BACHELOR OF ARTS (LIBRARY AND INFORMATION STUDIES)

...

“Every course I have studied has helped in my work as a library assistant; sometimes in practical ways that help from day-to-day, and other times learning about the broader view of libraries that helps me to understand that libraries are not just about books and internet access.”

MELLONEY MEEK

NEW ZEALAND DIPLOMA IN LIBRARY AND INFORMATION STUDIES



Library and Information

New Zealand Certificate in Library and Information Services for Children and Teens (Level 6)

Code → NZ3463 Level → 6 Credits → 80

This qualification will prepare you to lead and deliver programmes and services that provide opportunities for children and teens to develop the multiple literacies required for reading and lifelong learning. This qualification is recognised by the School Library Association of New Zealand Aotearoa (SLANZA). You will learn how to encourage reader development, and design and deliver library programmes for children and teens within Aotearoa New Zealand’s diverse communities.

Career opportunities

This qualification will prepare you for a career working with children and teens in libraries, schools and public sector organisations.

	Structure: 4 courses
	Study type: Trimester
	Qualification: Certificate

New Zealand Diploma in Library and Information Studies (Level 5)

Code → NZ3466 Level → 5 Credits → 120

This qualification will prepare you to work within the rapidly transforming library and information services sectors as a confident, culturally competent, proactive and collaborative practitioner. You will build a broad understanding of libraries and information services including public, school, tertiary, national and special libraries, as well as records and information management. You will assist in developing, organising and maintaining library services, spaces and digital technologies.

Career opportunities

This qualification is ideal if you are interested in a career as a library or heritage assistant, or work in library community outreach. It also meets the needs of those with work or study experience in another sector but now planning a career in libraries or related information industry.

	Structure: 6 courses
	Study type: Trimester
	Qualification: Diploma

Bachelor of Library and Information Studies

Code → OP7040 Level → 7 Credits → 360

This qualification will prepare you for a career within one or more of the professional sectors specialising in library and information services and management. Graduates will be confident, culturally competent, and collaborative practitioners, empowering and inspiring people, communities and organisations to reach their potential. You will provide access to information and knowledge resources, applying evidence-based practice to the collection, organisation and management of physical and digital media.

Career opportunities

This qualification is ideal if you want to gain specialist skills. Possible career roles include librarian (such as reference, heritage resources, children and teens, digital services etc.), records manager, information manager, and archivist.

	Structure: 18 courses
	Study type: Trimester
	Qualification: Bachelor's Degree

Graduate Certificate in Library and Information Leadership (Level 7)

Code → OP7041 Level → 7 Credits → 60

This qualification will prepare you for a wide range of leadership roles within one or more of the professional sectors specialising in library and information services and management. Graduates will be confident, culturally competent, and collaborative leaders, empowering and inspiring people, communities and organisations to reach their potential.

Career opportunities

This qualification is ideal for people in management roles and roles with a strategic focus designing and leading change. Possible career roles include library manager, digital services manager, service delivery manager, archives director, records manager or information manager.

	Structure: 3 courses
	Study type: Trimester
	Qualification: Certificate



Record and Information Management

New Zealand Diploma in Records and Information Management (Level 6)

Code → NZ3467 Level → 6 Credits → 120

This qualification is designed to provide you with the knowledge and skills to manage information within organisations as evidence and as an asset. You will develop a practical and strategic understanding of how physical and digital records, archives and other types of organisational information are created and used and how they need to be managed in ways that address business, governance, research and storage requirements. You will also assist in developing, applying and monitoring associated policy, strategy, standards and practices that are ethical, meet legislation and address the unique working environment of each organisation.

	Structure: 6 courses
	Study type: Trimester
	Qualification: Diploma

Career opportunities

This qualification provides a pathway for people intending to enter or advance in the information management profession. This qualification is ideal if you are interested in a career relating to the management of organisational or heritage information, records and/or archives. It also meets the needs of those with work or study experience in business management, information systems, IT or digitisation who are interested in or have been given responsibility for business records and other information assets.





Bachelor of Teaching (ECE)
Sian Brennan

Celebrating
2021 learner
success

Each year we hold graduation ceremonies in Auckland, Wellington and Christchurch to celebrate our graduates’ study success with their family, friends and fellow learners.

This is a great opportunity for us to meet graduates in person before they embark on their new journeys, be it a new career, further study, or to take their existing career to a new level.

If you’re planning on studying towards a diploma, degree or graduate diploma, we look forward to celebrating your success at graduation.

If you or your family are unable to attend a ceremony, you can still tune in via online live streaming on our website.



Diploma in Legal Executive Studies
Teisa Moce



Graduate Diploma in Strategic Management | Audrey Govender



Bachelor of Social Work
Idah Koudayah



Bachelor of Arts Library and Information Studies graduates
Amy Luxton-Esler, Elisabeth Tobler and Debra Airey.



Bachelor of Social Health and Wellbeing | Nyashadzaisha Danha



New Zealand Diploma in Library and Information Studies (Level 5) | Vita Lods



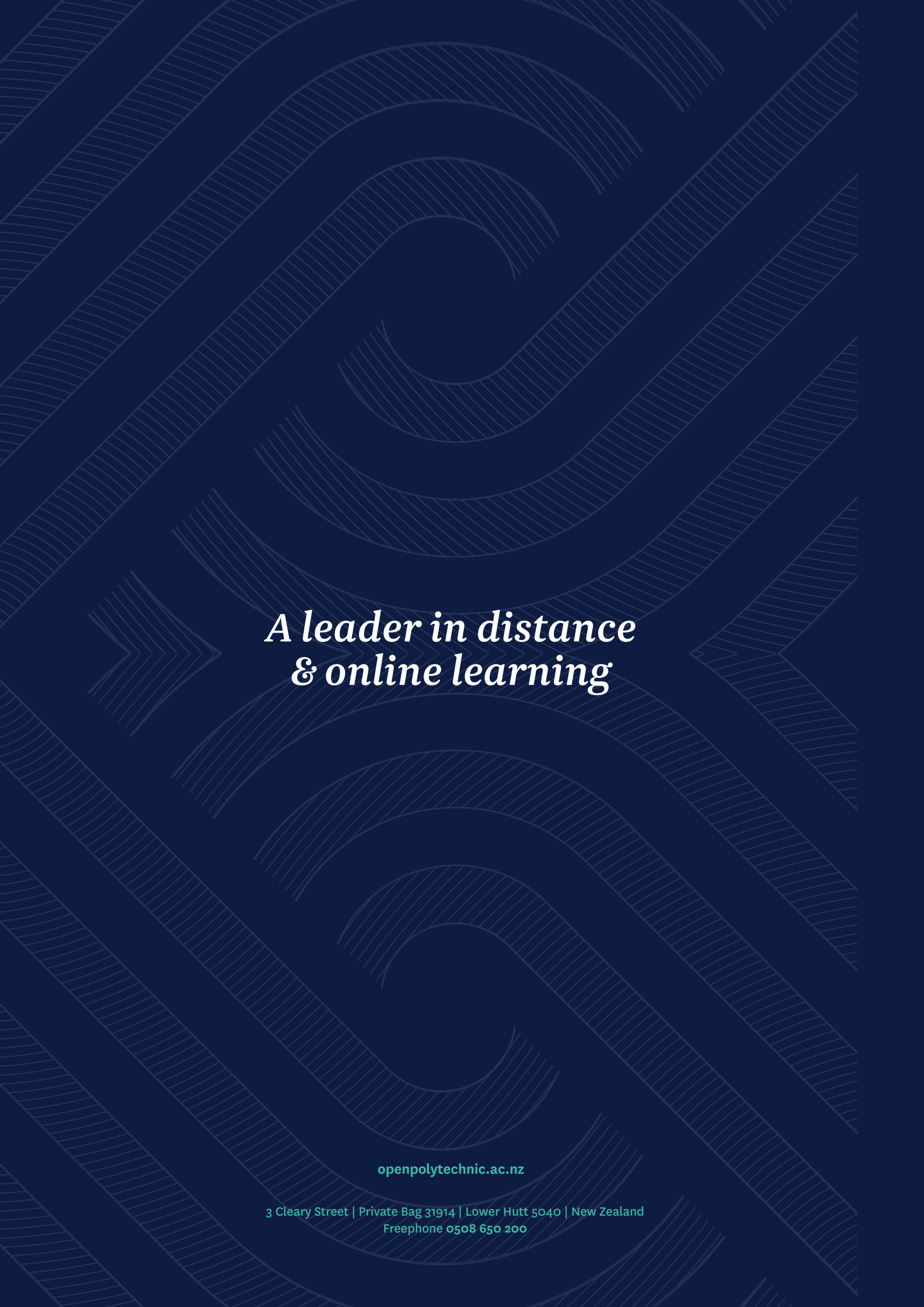
Bachelor of Teaching (ECE) graduates
Rhiannan Dalton, Morgan Ibbertson and Anthya Poumale.



Bachelor of Teaching (ECE) graduates
Felicity Bowater and Kacie Warren



Bachelor of Teaching (ECE) | Bianca Allan



A leader in distance & online learning

openpolytechnic.ac.nz

3 Cleary Street | Private Bag 31914 | Lower Hutt 5040 | New Zealand
Freephone 0508 650 200