

LIBR 580

Collection Management

Unit 5

Laurie Prange (Prange-Martin)



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Agenda

- Focusing Activity = Mind mapping vs. Concept mapping vs. Argument mapping
- Taking attendance
- Lecture – Paradox of Tolerance
- Lecture – Principles of Strategic Management
- Activity – Check-in on Cumulative Report
- Lecture – Frameworks and Models
- Learning Consolidation – Annotated Bibliography
- Next Steps

Focusing Activity

Gargouri, C., & Naatus, M. K. (2017). An Experiment in Mind-Mapping and Argument-Mapping: Tools for Assessing Outcomes in the Business Curriculum. *E-Journal Of Business Education And Scholarship Of Teaching*, 11(2), 39-78.
<https://files.eric.ed.gov/fulltext/EJ1167335.pdf>

Table 1:

Comparison of Mind Mapping Techniques

	Mind Mapping	Concept Mapping	Argument Mapping
Purpose	Associations between ideas topics or things	Relations between concepts	Inferences between claims (conclusions) and support (arguments)
Structure	Non-linear, organic, radial	Hierarchical, tree like	Hierarchical, tree like
Level of abstraction	High generality	Medium generality	Low generality
Nodes	Pictures, words, diagrams	Boxes	Boxes and lines
Linking devices	Lines, line thicknesses, colors, shading	Arrows	Lines, colors, shading
Linking words	Associative words ("Use" and "colors" and "links")	Relational phrases ("in relation to", "is composed of", etc.)	Inferential linking words ("because", "not", "however")
Language register and granularity	Loose	Medium	Tightly constrained

Taking attendance

Lecture = Paradox of Tolerance

The paradox of tolerance was
described by Karl Popper in
1945.

The paradox states that if a society is tolerant without limit, their ability to be tolerant will eventually be seized or destroyed by the intolerant.

Popper came to the seemingly paradoxical conclusion that in order to maintain a tolerant society, the society must be intolerant of intolerance.

Lecture = Principles of Strategic Management

Elements

- Principles
- Strategic Management
- Scenario Planning
- Logistics
- Timeline
- Deliverables

Principles

A principle is a concept or value
that is a guide for behavior or
evaluation.

It may also be used to declare that a reality has diverged from some ideal or norm as when something is said to be true only in principle but not in fact.

Strategic Management

Academics and practicing managers
have developed numerous models
and frameworks to assist in strategic
decision-making in the context of
complex environments and
competitive dynamics

Strategic planning may also refer to control mechanisms used to implement the strategy once it is determined

Formulation ends with a series of goals or objectives and measures for the organization to pursue

The progress of strategy since 1960 can be charted by a variety of frameworks and concepts introduced by management consultants and academics.

These reflect an increased focus
on cost, competition, and
customers.

It involves challenging the assumptions underlying the organization's strategy and value proposition.

Strategic planning is a means of administering the formulation and implementation of strategy.

Examples of frameworks that address the four elements described above include: A number of strategists use scenario planning techniques to deal with change.

Scenario Planning

Scenario planning, also called scenario thinking or scenario analysis, is a strategic planning method that some organizations use to make flexible long-term plans.

The scenarios usually include plausible, but unexpectedly important situations and problems that exist in some small form in the present day

Scenario planning helps us understand how the various strands of a complex tapestry move if one or more threads are pulled.

Logistics

Logistics is generally the detailed organization and implementation of a complex operation

In a general business sense, logistics is the management of the flow of things between the point of origin and the point of consumption in order to meet requirements of customers or corporations

The resources managed in logistics can include physical items such as food, materials, animals, equipment, and liquids; as well as intangible items, such as time and information

It consists of order processing,
warehousing, and transportation

One definition of business logistics speaks of having the right item in the right quantity at the right time at the right place for the right price in the right condition to the right customer

The main functions of a qualified logistician include inventory management, purchasing, transportation, warehousing, consultation, and the organizing and planning of these activities

Timeline

Related to Gantt chart
Maybe even a synonym

A timeline is a display of a list of events in chronological order

It is typically a graphic design showing a long bar labelled with dates alongside itself and usually events

A Gantt chart is a form of timeline
used in project management.
Timelines can use any time scale,
depending on the subject and data.

This timescale is dependent on
the events in the timeline

Deliverables

A deliverable is a tangible or intangible good or service produced as a result of a project that is intended to be delivered to a customer

A deliverable could be a report, a document, a software product, a server upgrade or any other building block of an overall project

A deliverable may be composed
of multiple smaller deliverables

In this way many time-savings are possible, shortening greatly the whole project and making it easier to delegate tasks.

Activity = Check-in on Homework

Activity = Check-in on Cumulative Report

1. Working with your Homework Groups, complete the table as you can.
 - If you are working Solo, find another Solo group
2. Moving around the room, complete any empty boxes for other groups

	I need an answer to this question...	I know the answer to this question...
Needs Assessment		
Special Formats Report		
Proposal for Collection Consultation Report		
DRAFT Budget and Outline for Cumulative Report		

Lecture = Frameworks and Models

- SWOT
- Gantt
- PEST
- PMBOK
- Checklists

SWOT – See previous presentation

GANTT – See previous lecture
and Timeline information earlier
in this lecture

PEST

PEST analysis describes a framework of macro-environmental factors used in the environmental scanning component of strategic management

It is part of an external analysis when conducting a strategic analysis or doing market research, and gives an overview of the different macro-environmental factors to be taken into consideration

It is a strategic tool for
understanding market growth or
decline, business position,
potential and direction for
operations

The PEST factors, combined with external micro-environmental factors and internal drivers, can be classified as opportunities and threats in a SWOT analysis

PMBOK

The Project Management Body of Knowledge is a set of standard terminology and guidelines for project management

The body of knowledge evolves over time and is presented in A Guide to the Project Management Body of Knowledge, a book whose sixth edition was released in 2017

The Guide is a document resulting from work overseen by the Project Management Institute, which offers the CAPM and PMP certifications. Much of the PMBOK Guide is unique to project management.

The PMBOK Guide also overlaps
with general management
regarding planning, organizing,
staffing, executing and
controlling the operations of an
organization

Checklists

A checklist is a type of job aid used to reduce failure by compensating for potential limits of human memory and attention.

It helps to ensure consistency
and completeness in carrying out
a task

A basic example is the to do list. A more advanced checklist would be a schedule, which lays out tasks to be done according to time of day or other factors.

A primary task in checklist is documentation of the task and auditing against the documentation.

Example of an Effective Checklist

- Surgical Safety Checklist developed for the World Health Organization
- According to a meta-analysis after introduction of the checklist mortality dropped by 23% and all complications by 40%, higher-quality studies are required to make the meta-analysis more robust.

Checklists are often presented as lists with small checkboxes down the right hand side of the page.

But...Excessive dependence of
checklists may hinder
performance when dealing with
a time-critical situation, for
example a medical emergency or
an in-flight emergency.

Learning Consolidation

Activity = Annotated
Bibliography

Activity: Annotated Bibliography

1. Split into 5 groups: SWOT, PEST, Gantt, PMP, and Checklists
2. Using the Unit 5 Discussion Board in Canvas, groups will collect resources to support people using the framework various and models
3. Post at least 2 recommended resources along with a description explaining what the student will get out of using the resource

Next Steps

Next Steps

- Needs Assessment Plan
 - Revise as you choose the first two assignments before including as Appendices
 - Would prefer to receive it by Friday morning, so I can mark quickly
- Special Formats Report
 - Presenting at the beginning of class on Thursday
 - Can't move to another date

Thank you!

See you Tuesday in the classroom!

Laurie Prange (Prange-Martin)

Until UBC email works,

laurieprangemartin@capilanou.ca