New Scheme of Examination

Bachelor of Library & Information Science (B.Lib.I.Sc.)
One Year Programme (Annual)

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BACHELOR OF LIBRARY & INFORMATION SCIENCE (B.Lib.I.Sc.)
LIBRARY AND SOCIETY
PAPER CODE: BL1001

Marks: 100 Time: 3Hrs

Note: Examiner is required to set Nine questions in all. Question no. 1 will be compulsory which consists of 12 short-answer type questions each of 2 marks covering the entire syllabus out of which candidate will be required to attempt ten questions. In addition to Q.No. 1, candidate will be required to attempt four more questions from the remaining eight questions carrying 20 marks each.

Section 1: Development of Libraries and Their Role in Society
Unit 1: Role of Libraries in Modern Society
Unit 2: Laws of Library science
Unit 3: Development of Libraries in UK and USA
Unit 4: Library Development in Modern India—plans and programme

Section 2: Types of Libraries
Unit 5: National Libraries: A Descriptive Account of National Libraries of India, UK, USA & USSR
Unit 6: Academic Libraries: University, College and School Libraries
Unit 7: Public Libraries
Unit 8: Special Libraries and Information Centres

Section 3: Library Legislation
Unit 9: Library Legislation and Model Public Library Act
Unit 10: Library Legislation in Indian States—their Salient Features

Section 4: Resource sharing and User Studies
Unit 11: User Studies
Unit 12: User Education
Unit 13: Resource Sharing — Concept, Need, Form, Resource Sharing—Selected Case Studies

Section 5: Library Associations, Organisation and Institution
Unit 14: Librarianship as a Profession and Professional ethics.
Unit 15: Role of Professional
Unit 16: Organisation and Institutions involved in Development of Library and Information Services.
Marks: 100

Time: 3Hrs

Note: Examiner is required to set Nine questions in all. Question no. 1 will be compulsory which consists of 12 short-answer type questions each of 2 marks covering the entire syllabus out of which candidate will be required to attempt ten questions. In addition to Q.No. 1, candidate will be required to attempt four more questions from the remaining eight questions carrying 20 marks each.

Section 1: Principles of Library Management
Unit 1: General Principles of Management and the Application to Library Management
Unit 2: Library Organisational Structure
Unit 3: Management Information System
Unit 4: Physical planning

Section 2: Information Resources Development
Unit 5: Types of Information Resources Selection Principles including the communication Media
Unit 6: Different Types of Selection Tools and the Importance
Unit 7: Acquisition Procedure Books and Non-Printing Material
Unit 8: Acquisition of Periodicals and Serials
Unit 9: Technical Processing

Section 3: Use and Maintenance of the Library
Unit 10: Circulation Work
Unit 11: Maintenance Shelving and Stock Verification, etc.
Unit 12: Elements of Binding and Preservation

Section 4: Human Resource Development
Unit 13: Human Resource Development Concept and Contours
Unit 14: Personnel Planning
Unit 15: Participatory Management and Total Quality Management (TQM)

Section 5: Library Finance, Library Budget
Unit 16: Library Finance
Unit 17: Budgeting and Accounting.
LIBRARY CLASSIFICATION THEORY

PAPER CODE: BL1003

Marks: 100  Time: 3Hrs

Note: Examiner is required to set Nine questions in all. Question no. 1 will be compulsory which consists of 12 short-answer type questions each of 2 marks covering the entire syllabus out of which candidate will be required to attempt ten questions. In addition to Q.No. 1, candidate will be required to attempt four more questions from the remaining eight questions carrying 20 marks each.

Section 1: Elements of Classification Theory
Unit 1: Basic Terminology and Historical Perspective

Section 2: Theory and Development of Library Classification
Unit 3: General Theory of Library Classification
Unit 4: Species of Schemes of Library Classification
Unit 5: Learning about subjects

Section 3: Approaches to Library Classification
Unit 6: Postulation and Systems Approaches
Unit 7: Fundamental Categories; Facet Analysis and facet Sequences
Unit 8: Phase Relations and Common Isolates
Unit 9: Devices in Library Classification

Section 4: Study of Selected Schemes of Classification
Unit 10: Dewey Decimal Classification
Unit 11: Comparative Study of 19th, 20th and 21st Edition of DDC
Unit 12: Universal Decimal Classification
Unit 13: Colon Classification
Unit 14: Different Versions of Colon Classification
Unit 15: Current Trends in Library Classification
LIBRARY CLASSIFICATION (PRACTICAL)
PAPER CODE: BL1004

Marks: 100

Notes:
1. There will be three parts consisting of Ten Questions each.
2. The student is required to classify: any 5 titles by Colon Classification 6th revised edition from part-A, each title carries five Marks, any 5 titles by Dewey Decimal Classification 19th edition from part-B, each title carries 5 Marks and 5 titles using both colon Classification 19th from Part-C, each title carries 10 Marks.
4. The class numbers assigned should be specific as far as possible.
5. Question Paper should be in English.

Section 1: Dewey Decimal Classification (19th Edition) Part-I
Unit 1: Introductions, Structure and Organisation
Unit 2: Definitions, Notes and Instructions
Unit 3: Introduction to Three Summaries and Steps in Classifying Documents
Unit 4: Relative Index and its use

Unit 5: Study of Tables and Schedules
Unit 6: Auxiliary tables and Devices
Unit 7: Practical Classification

Section 3: Colon Classification (6th Edition ): Preliminaries
Unit 8: Introduction, Structure and Organisation
Unit 9: Schedules and Techniques
Unit 10: Steps in Classification

Section 4: Colon Classification (6th Edition): Introduction to the Application of Postulates and Principles for Facet Analysis and Synthesis
Unit 11: Humanities and Social Sciences
Unit 12: Biological Sciences
Unit 13: Physical Sciences and Generalia
LIBRARY CATALOGUING THEORY

PAPER CODE: BL1005

Marks: 100 Time: 3Hrs

Note: Examiner is required to set Nine questions in all. Question no. 1 will be compulsory which consists of 12 short-answer type questions each of 2 marks covering the entire syllabus out of which candidate will be required to attempt ten questions. In addition to Q.No. 1, candidate will be required to attempt four more questions from the remaining eight questions carrying 20 marks each

Section 1: History, Purpose and Types of Library Catalogue
Unit 1: Library Catalogue: Objectives, Purpose functions
Unit 2: History and Development of Library Catalogue codes
Unit 3: Physical form of Catalogue
Unit 4: Types of Catalogues

Section 2: Format of Catalogue Entries
Unit 5: Kinds of Entries
Unit 6: Date Elements in Different Types of Entries
Unit 7: Filing of Entries - Classified and Alphabetisation.
Unit 8: Centralised Cataloguing, Cataloguing in Publication and MARC
Unit 9: Machine Formats: MARC and CCF

Section 3: Choice of Rendering of Headings
Unit 10: Personal Authors (Western and Indian Names)
Unit 11: Corporate Authors
Unit 12: Pseudonyms, Anonymous Works and Uniform Titles
Unit 13: Cataloguing of Non-Print Media

Section 4: Subject Indexing, Vocabulary Control and Recent Development in Cataloguing
Unit 14: Subject Cataloguing - Problems
Unit 15: Vocabulary Control: Subject Heading List Thesauri
Unit 16: Subject Indexing Models
Unit 17: Techniques for subject indexing
Unit 18: Recent Trends in Library Cataloguing
LIBRARY CATALOGUING (PRACTICAL)

PAPER CODE: BL1006

Marks 100

Notes:

1. There will be two parts A & B consisting of 5 questions each, Part-A is devoted to AACR-II and Part-B to Classified Catalogue Code, 5th revised edition.
2. The students required to prepare entries for five titles selecting atleast 2 titles from each part. All titles carry equal Marks.
3. Copies of Colon Classification by S.R. Ranganthan 6th revised edition and Sears list of Subject Heading will be provided for use.

Part-A

Section 1: AACR-II-Part -1
Unit 1: Preliminaries
Unit 2: Single Personal Author
Unit 3: Shared responsibility and Editorial Direction
Unit 4: Choice Among Different Names and References
Unit 5: Series and Multivolume

Section 2: AACR -II-Part -2
Unit 6: Subject Headings
Unit 7: Corporate Bodies
Unit 8: Uniform Titles and Serials
Unit 9: Cataloguing of Non Print Material and Users -Guide to AACR-2R

Part-B

Section 3: Classified Catalogue Code Part-1
Unit 10: Preliminaries Classified Catalogue Code
Unit 11: Class Index Entries and Tracing
Unit 12: Personal Authors
Unit 13: Corporate Authors

Section 4: Classified Catalogue Code Part-2
Unit 14: Analytical Entries and Composite Books
Unit 15: Series and Composite Books
Unit 16: Multivolume
Unit 17: Periodical Publications
REFERENCE, INFORMATION SOURCES AND SERVICES
PAPER CODE: BL1007

Marks: 100  Time: 3Hrs

Note: Examiner is required to set Nine questions in all. Question no. 1 will be compulsory which consists of 12 short-answer type questions each of 2 marks covering the entire syllabus out of which candidate will be required to attempt ten questions. In addition to Q.No. 1, candidate will be required to attempt four more questions from the remaining eight questions carrying 20 marks each

Section 1: Study of Reference Sources
Unit 1: Reference and Information Access Tools: Overview
Unit 2: Types of References and Information Access tools
Unit 3: Non Documentary Sources: Human, Institutional, Mass Media

Section 2: Categories of Reference Sources - Part-1
Unit 4: Dictionaries
Unit 5: Encyclopedias
Unit 6: Geographical Sources
Unit 7: Biographical Sources

Section 3: Categories of Reference Sources - Part-2
Unit 8: Statistical Information Sources
Unit 9: Sources of Current Affairs
Unit 10: Indexing and Abstracting Periodicals

Section 4: Information Services
Unit 11: Concept and need for Information.
Unit 12: Information Services: An Overview
Unit 13: Users of Information Services

Section 5: Information Services and Techniques
Unit 14: Reference Services
Unit 15: Current Awareness Services
Unit 16: Document Delivery Service
INFORMATION TECHNOLOGY: BASICS (THEORY)

PAPER CODE: BL1008

Marks: 50               Time: 3Hrs

Note: Examiner is required to set Nine questions in all. Question no. 1 will be compulsory which consists of 07 short-answer questions each of 2 marks covering the entire syllabus out of which candidate will be required to attempt five questions. In addition to question no. 1, candidate will be required to attempt four more questions from the remaining eight questions each carrying 10 marks.

Section 1: Information Technology: Concepts and Basics
Unit 1: Introduction to Information Technology
Unit 2: Introduction to Computers
Unit 3: Telecommunications: Basics

Section 2: Application Software
Unit 4: Introduction to Application Software
Unit 5: Library and Information Software Package
Unit 6: Features of Indian Software Package

Section 3: Library Automation
Unit 7: Library House Keeping Operations
Unit 8: Computerised Information Services
Unit 9: Management of Computerised Library

Section 4: Information System and Networks
Unit 10: Basic Concepts and Contours of Computer Based Information Systems
Unit 11: Library and Information Networks
Unit 12: Resources Sharing Networks
Unit 13: Internet

INFORMATION TECHNOLOGY: (Practical)

PAPER CODE: BL1009

Marks: 50

1. MS Window- Common Commands
2. MS-office- MS Word and MS- Power Point
3. Internet searching and e-mail