

**मोहनलाल सुखाड़िया विश्वविद्यालय, उदयपुर**  
**MOHANLAL SUKHADIA UNIVERSITY, UDAIPUR**



**Syllabus of Library and Information Science**  
**for**

**Three -Year**

**Undergraduate Program**

**As per the Choice Based Credit System (CBCS)**

**Designed in accordance with Learning Outcomes-Based Curriculum Framework (LOCF) of National Education Policy (NEP-2020)**

**I to VI Semester DCC, DSE and SEC courses of Library and Information Science for Academic Year 2023-2026**  
**(Effective from Academic Year 2023-24)**

**Table 1**

**List of the Courses in Library and Information Science for the CBCS in 3 year Undergraduate Program as per NEP-2020.**

**Semester wise Types, Codes, Titles, Delivery type, Workload, Credits of the courses, Marks of Examination, and**

**Remarks if any.**

Level	Semester	Course Type	Course Code	Course Title	Delivery type per week			Total hours	Credits	Internal marks	EoSE Marks	Max. Marks	Remarks
					L	T	P						
5	I	DCC	LIS5000T	Foundation of Library Science	L	T	-	90	6	20	80	100	
		AECG	AEC520XT	AECG-I	L	-	-	30	2	20	80	100	
	II	DCC	LIS5001T	Management of Library and Information Centre	L	T	-	90	6	20	80	100	
		AECG	AEC520XT	AECG-II	L	-	-	30	2	20	80	100	
Exit with Certificate (After 4 more exit credits in SEC)													
6	III	DCC	LIS6002T	Documentation and Reference Services	L	T	-	90	6	20	80	100	
		SEC	SEA630XT	Communicative English	L	T	-	30	2	20	80	100	
	IV	DCC	LIS6003T	Information Technology	L	T	-	90	6	20	80	100	
		SEC	SEA6348P	Online Learning Resources	-	-	P	60	2	20	80	100	
Exit with Diploma													
7	V	DSE	LIS7100T	Automation and Networking	L	T	-	90	6	20	80	100	In future two new electives can be introduce
			LIS7101T	Information Society and Communication	L	T	-	90	6	20	80	100	
		SEC	SEA7349P	Fundamental Computer Practical	-	-	P	60	2	20	80	100	

	VI	DSE	LIS7102T	Research Methodology	L	T	-	90	6	20	80	100	
			LIS7103T	Library Profession	L	T	-	90	6	20	80	100	
		SEC	SEA7350S	Field Study of Libraries	-	-	S	60	2	20	80	100	
Exit with Graduation Degree (B.A .)													

## **B.A. (Three Years Degree Program)**

### **First Semester**

#### **Subject – Library & Information Science**

Code of the Course	LIS5000T
Title of the Course	<b>Foundation of Library Science</b>
Qualification Level of the Course	NHEQF Level 4.5
Credit of the course	6
Types of the course	Discipline Centric Compulsory Course (DCC) in Library & Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and 15 hours on tutorial.
Prerequisites	Foundation level (10+2).
Objectives of the course	This is the conceptual course in Library & Information Science after school level which lays foundation of the library science and Information science.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Basics concept of Library &amp; Information science.</li><li>• History and Development of Library science.</li><li>• Five Laws of Library science.</li></ul>

- Types of Libraries, National Library's concept.
- Library Legislation.
- International and National promoter of Library science.

### Syllabus

UNIT- I	History and Development of Library. Role of Library in Modern Society. Development of Libraries of India, USA and UK. Five Laws of Library Science and their Implications. (18H)
UNIT- II	Types of Libraries: Public Libraries, Academic Libraries and Special Libraries & Information Centers. National Libraries of India, USA and UK. Role of Library in Formal Education and Non- Formal Education. (18H)
UNIT- III	Library Legislation: Need purpose and Essential features. Impact of Library Legislation on Public Library. Model Public Library Act. Copyright Act and Delivery of Book Act. (18H)
UNIT- IV	Resource Sharing: Definition, Need, Methods and Problems. User Education: Concept, Need and Objectives. Library and Information Science Education in India. Librarianship as Profession. (18H)
UNIT- V	International and National Promoters of Library and Information Science: UNESCO and Raja ram Mohan Roy Library Foundation. International and National Library Association: IFLA, ALA, ILA, and CILIP. (18H)

<p>Text Book/Reference Book</p>	<ol style="list-style-type: none"> <li>1. Atherton, Pauline A, Putting Knowledge to Work; An American View of Ranganathan's Five Laws of Library Science.</li> <li>2. Ranganathan, S.R., Five Laws of Library Science. ESS ESS publication, New Delhi</li> <li>3. Gardner, Frank M.: Delhi Public Library; an Evaluation Report, Paris, Unesco. 1957</li> <li>4. Kalia, D.R., Ed: Survey of Public Libraries in India, New Delhi, ILA 1965.</li> <li>5. Khanna, J.K.: Library and Society, Kurukshetra, Research Publications</li> <li>6. McColvin, L.R.: Chance to Read: Public Libraries of the World</li> <li>7. Viswanathan, C.G.: Public Library Organisation. 3rd ed. New Delhi, Today &amp; Tomorrow's, 1978.</li> <li>8. Gardner, Frank M.: Delhi Public Library; an Evaluation Report, Paris, Unesco. 1957.</li> </ol>
<p>Suggested E-resources</p>	<ol style="list-style-type: none"> <li>1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from <a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw</a> ==</li> <li>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></li> <li>3. <a href="https://www.sciencedirect.com/topics/social-sciences/library-and-information-science">https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</a></li> </ol>

**B.A. (Three Years Degree Program)**

**Second Semester**

**Subject – Library & Information Science**

Code of the Course	LIS5001T
Title of the Course	<b>Management of Library and Information Centre</b>
Qualification Level of the Course	NHEQF Level 4.5
Credit of the course	6
Types of the course	Discipline Centric Compulsory Course (DCC) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	Foundation level (10+2).
Objectives of the course	To provide fundamental knowledge of management of libraries and information centres
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Basics concept of Management in Library &amp; Information science.</li><li>• Human Research management.</li><li>• Financial management.</li><li>• Different Section of Library.</li></ul>

## Syllabus

UNIT- I	Management: Meaning, Definition, Scope and Function. Scientific Management. Henry Fayol Principle of Management, POSDCORB. Use of Management Principle in Library and Information Centers. Library Committee. (18H)
UNIT- II	Human Resource Management: Job Analysis, SWOT Analysis, Staffing Recruitment Procedure, Training and Development. Ranganathan's Staff Formula. (18H)
UNIT- III	Financial management: Library Finance: Need, Features, Source of Finance in Library, Methods of Finance. Method of Ascertaining Library Finance. Budgeting: Definition, Budgeting Technics. (18H)
UNIT- IV	Different Sections of Library and Information Centers: Acquisition Section: Acquisition Producers of Books and Serials. Technical Sections, Circulation Sections, Periodical Section, Maintenance Section, Stock Verification of Library. (18H)
UNIT- V	Collection Development Polices: Concept and Features. Principle of Book Selection. Source of Book Selection. Library Physical Plan: Library Building, Furniture and Tools. Space Allocation. (18H)



<p style="text-align: center;">Text Book/Reference Book</p>	<ol style="list-style-type: none"> <li>1. Burahohan, A. (2000). Various aspects of Librarianship and Information Science. New Delhi, ESS ESS.</li> <li>2. Khanna, J.K. (1987). Library and Society. Kurukshetra, Research Publisher.</li> <li>3. Krishna Kumar (1987). Library Organization. New Delhi, Vikas.</li> <li>4. Kumar, P.S.G. (2003). Foundations of Library and Information Science, paper 1 of UGC Model Curriculum. New Delhi, Manohar.</li> <li>5. Kumar, P.S.G. (2003). Foundations of Information Science, Delhi, s. Chand.</li> <li>6. Mahapatra, P. (1996). Public Library in Developing Countries: Status trends. New Delhi, Vikas.</li> <li>7. Ranganathan, S.R. (1975). Five Laws of Library Science. Bangalore: Sharda Ranganathan Endowment for Library Science.</li> </ol>
<p style="text-align: center;">Suggested E-resources</p>	<ol style="list-style-type: none"> <li>1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from <a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8x18vgiw==">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8x18vgiw==</a></li> <li>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></li> <li>3. <a href="https://www.sciencedirect.com/topics/social-sciences/library-and-information-science">https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</a></li> </ol>

## **B.A. (Three Years Degree Program)**

### **Third Semester**

#### **Subject – Library & Information Science**

Code of the Course	LIS6002T
Title of the Course	<b>Documentation and Reference Services</b>
Qualification Level of the Course	NHEQF Level 5.0
Credit of the course	6
Types of the course	Discipline Centric Compulsory Course (DCC) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	Intermediate level.
Objectives of the course	To aware about the documentation and reference services of libraries
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Documentation concept.</li><li>• Information services and Reference services.</li><li>• Indexing and abstracting</li><li>• National and international level information centres.</li></ul>

## Syllabus

UNIT- I	Documentations: Genesis, Concepts, Definitions, Need and Purpose. Information: Characteristics and Need. Information Communication System. (18H)
UNIT- II	Reference Services: Definitions, Need, Purpose and Functions, Types of Reference Services. Reference Service in Different Type of Library. Reference Sources and their Evaluations, Reference Service and Five Laws of Library Science. (18H)
UNIT- III	Information Service: Current Awareness Service (CAS), Selective Dissemination of Information (SDI). Indexing: Meaning, Purpose and Characteristics. Abstracting Service: Meaning, Purpose, Qualities of abstracts. (18H)
UNIT- IV	Information Sources: Definition, Types of Information Sources (Primary Sources, Secondary Sources and Territory Sources), Information Services in Different Types of Libraries Evaluations of different types of Information Service. Information Officer: Functions, Qualities and Qualification. (18H)
UNIT- V	International/ National Documentation Centers, NISCAIR and NASSDOC, International/ National Documentation and Information Networks: INFLIBNET, UNISIST, AGRIS and MEDLARS. (18L)

<p>Text Book/Reference Book</p>	<ol style="list-style-type: none"><li>1. Krishna Kumar, Reference Service, 5 th ed, New Delhi, Vikas, 1997.</li><li>2. Ranganatha, S.R., Reference Service, Ed 2, Bombay, Asia, 1961</li><li>3. Sharma, J.S. and Grover, D.R., Reference Service and Sources of information. New Delhi, Ess Ess Publication. 1987.</li><li>4. Ranganathan, S.R., Reference Service, Ed 2. Bombay, Asia Publishing House, 1961. Part F &amp; J.</li><li>5. Chakrabarti, A.K., Reference Service, Hyderabad, Andhra Pradesh Public Library Association, 1983. Chapter 3.</li><li>6. Mukherjee, A.K., Reference Work and its tools, 3 rd ed., Calcutta, World Press, 1975</li><li>7. Sewa Singh, Handbook of Reference and Information Service, New Delhi, Crest Publishing House, 1997.</li><li>8. Sewa Singh, Reference Service in Academic Libraries, New Delhi, Ess Ess Publications, 1986.</li><li>9. Thomes, Diana M. and others, Effective Reference Librarian, New York, Academic Press, 1981.</li><li>10. Girja Kumar and Krishan Kumar, Philosophy of User education, Vikas, New Delhi, 1983</li><li>11. Satyanatayana, N.R., Ed., User education in academic libraries, Ess Ess Pub.,</li></ol>
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	<p>New Delhi, 1988</p> <p>12. Kapoor, S.K., User education and training programmes: An overview. IASLIC Bulletin. 25, 1980, 129-37.</p> <p>13. Guha, B., Documentation and Information, ed. 2. Calcutta, World Press, 1983.</p> <p>14. Rowley, J.E., and Turner (CMD). Dissemination of Information, London, Andre Deutsch, 1978.</p>
<p>Suggested E-resources</p>	<p>1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from <a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgi">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgi</a> w==</p> <p>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></p> <p>3. <a href="https://www.sciencedirect.com/topics/social-sciences/library-and-information-science">https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</a></p>

**B.A. (Three Years Degree Program)**

**Fourth Semester**

**Subject – Library & Information Science**

Code of the Course	LIS6003T
Title of the Course	<b>Information Technology</b>
Qualification Level of the Course	NHEQF Level 5.0
Credit of the course	6
Types of the course	Discipline Centric Compulsory Course (DCC) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	Intermediate level.
Objectives of the course	To provide basic knowledge of information technology and computer.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Concept of information technology.</li><li>• Library Automation.</li><li>• Automation of software.</li><li>• Database management.</li></ul>

## Syllabus

UNIT- I	Computer and Its Development: Introduction of Computer, Generation of Computer, Types of Computer. Structure of Computer (CPU, Inputs and Outputs). Hardware and Software. Computer Languages, Storage Devices. (18H)
UNIT- II	Information Technology: Definition, Need and Objectives. Technology basics (Computer Storage and Communications). Application of Computer in Library: Meaning, Need. Areas of Computerization in Library. (18H)
UNIT- III	Library Automation: Meaning, Needs, Library Automation Planning, Areas of Library Automation. Library Automation in Indian Scenario. (18H)
UNIT- IV	Library Automation Software: CDS/ISIS, LIBSIYS, SOUL. Detail Study of Different House Keeping Operations in SOUL. (18H)
UNIT- V	Database Management: Definition, Need and Concept of Database (Fields Record and Files). Features of Database. Component of Database, Types of Databases, Use of Database, Client Server System. Searching Information in Database- Boolean Operators. (18H)

<p style="text-align: center;">Text Book/Reference Book</p>	<ol style="list-style-type: none"> <li>1. Boss, RW, and Marcum DB, Online acquisition systems for Libraries, Library Technology Reports, 17,2; March / April 1982, 301-9</li> <li>2. Ramlingam, Library Information Technology: Concepts to Application. Kalpaz, Delhi, 2000.</li> <li>3. Sharma, Pandey S.K Fundamental of Library Automation, New Delhi, ESS ESS Publication, 1995</li> <li>4. Clatorm, Marlene, Managing Library Automation, Gower Publishing, Hants, 1987.</li> <li>5. Goswami, Anjana, Applications of Information Technology in Library Services. Herald of Library Science. 40, 1-2; 36-41; 2001</li> <li>6. Aina Joseph O, Stopping the automation Before it Begins: An Acadmic Library Experience, International Library Movement 22, 1; 1-9; 2000</li> <li>7. Ajayai Ademola, Library Computerization: Organizational and Professional Roles, International Library Movement, 22, 2; 57-64; 2000.</li> </ol>
<p style="text-align: center;">Suggested E-resources</p>	<ol style="list-style-type: none"> <li>1. <i>E-pgpathshala</i>.<a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==</a></li> <li>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></li> </ol>



**B.A. (Three Years Degree Program)**

**Fourth Semester**

**Subject – Skill Enhancement Courses (SEC) - 1**

Code of the Course	SEA6348-P
Title of the Course	<b>Online Learning Resources</b>
Qualification Level of the Course	NHEQF Level 5.0
Credit of the course	2
Types of the course	Skill Enhancement Courses (SEC) - 1
Delivery type of the course	Hand on practice 60 hours.
Prerequisites	Intermediate level
Objectives of the course	Provide hand on practice of online resource for users.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Know the availability of free resources.</li><li>• Acquire skills to access the online learning resources.</li><li>• Understand various resources available on internet for users.</li></ul>

## Syllabus

UNIT- I	Hands-on experience on Online chat  - FAQ, WorldCat, INDCAT  <span style="float: right;">(24H)</span>
UNIT- II	Hands-on experience on INFLIBNET  - ShodhGanga - Shodhgangotri  <span style="float: right;">(24H)</span>
UNIT- III	Hands-on experience on free learning resources  - E-PG Pathshala - eGyanKosh - SWAYAM  <span style="float: right;">(24H)</span>
UNIT- IV	Hands-on experience on Databases Resources  - VIDWAN - IRINS - Vidya-mitra  <span style="float: right;">(24H)</span>
UNIT- V	Hands-on experience on Resources available on following Institutions - National Digital Library - NPTEL  <span style="float: right;">(24H)</span>

**Examination Scheme for  
this Paper**

The examination (Internal and end semester) of this paper will be conducted by concern College/Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below:

<b>Scheme</b>	<b>Marks Distribution</b>
Internal examination	20
Practical File work	20
Practical	40
Viva voce	20
<b>Total</b>	<b>100</b>

**B.A. (Three Years Degree Program)**

**Fifth Semester**

**Subject – Library & Information Science**

Code of the Course	LIS7100T
Title of the Course	<b>Automation and Networking</b>
Qualification Level of the Course	NHEQF Level 5.5
Credit of the course	6
Types of the course	Discipline Specific Elective (DSE) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	High level.
Objectives of the course	This is the conceptual course in Library & Information Science after 4 <sup>th</sup> semester which lays networking, internet and digitization of Library.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Concept of networking</li><li>• Internet and its services.</li><li>• Automation techniques</li></ul>

- Digital library

### Syllabus

UNIT- I	Library Automation: Definition, Advantage, Scope and Objectives. Problems in Library Automation. In House Library Operations: Acquisition, Circulation, Serial Control and OPAC. (18H)
UNIT- II	Network: Definition, Need, Purpose and Benefits. Network Types: LAN, MAN and WAN. Network Topology: Bus, Star, Ring and Mesh Topology. (18H)
UNIT- III	Internet and Its Service: Basics Feature and Tools of Internet, Development of Internet, Internet Services. Browsers: Internet Explorer, Chrome. Search Engines. (18L)
UNIT- IV	Barcode Technology, Radio Frequency Identification (RFID), QR code, Biometric Technology. Concept of Data Mining. (18H)
UNIT- V	Digital Libraries: Definitions, Need, Objectives and Scope of Digital Libraries. Organization of Digital Libraries. Infrastructure of Digital Library. Basics Features of Digital Library Software: KOHA and DSpace. (18H)
Text Book/Reference Book	<ol style="list-style-type: none"> <li>1. Shouse, Daniel et al, Managing journals: One library's experience. Library Hi Tech. 19,2, 150-154; 2001.</li> <li>2. Haravu, L J, Computerised Acquisition of Serial, Annals of Library Science and Documentation, 16,2,94-97,1969.</li> <li>3. Rao, IK Ravi Chandra, Use of Computer and sampling techniques and Documentation, 16, 2, 17,1,85-93, 1981</li> </ol>

	<ol style="list-style-type: none"> <li>4. Tedd LA Introduction to Computer based Library system, London, Heyde, 1987</li> <li>5. Daniels, MK, Automated Serial control: National and International Considerations, Journal of Library Automation, 127-146; 1975</li> <li>5. Saffady, Wolliam, Introduction to automation for Librarians, 2ndol, Chicago, American Library Association, 1989</li> <li>6. Subbarao, V Sashikala, Library Management through automation and networking, Bombay Allied Publishers 1999</li> <li>7. Clay Ton, Marlene, Managing Library Automation Aldershot, Gower, 1987.</li> <li>8. Heileger, Edward M, and Denderson, Paul B, Library Automation: Experience, Methodology and Technology of the Library as an Information System. Network, McGraw Hill, 1971.</li> </ol>
<p style="text-align: center;">Suggested E-resources</p>	<ol style="list-style-type: none"> <li>1. E-pgpathshala.<a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==</a></li> <li>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></li> <li>3. <a href="https://www.sciencedirect.com/topics/social-sciences/library-and-information-science">https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</a></li> </ol>

**B.A. (Three Years Degree Program)**

**Fifth Semester**

**Subject – Library & Information Science**

Code of the Course	LIS7101T
Title of the Course	<b>Information Society and Communication</b>
Qualification Level of the Course	NHEQF Level 5.5
Credit of the course	6
Types of the course	Discipline Specific Elective (DSE) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	High level.
Objectives of the course	To provide basic information about new information, information generating agencies and process and types of Communication.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Concept of news and information.</li><li>• Information generation.</li><li>• Various types of communication.</li></ul>

<b>Syllabus</b>	
UNIT- I	Basic of information, Information and news, misinformation, Disinformation, Propaganda. (18H)
UNIT- II	Information generating Agencies. Newspapers, Magazines, Journals, TV, Radio, Blogs, Whatsapp, Facebook, Instagram, Twitter, Google etc. (18H)
UNIT- III	Structure of Society - Economic, Social, Psychological, Educational, Cultural, Political. (18H)
UNIT- IV	Process of Communication - Communicator, message, medium, audience, its application in library. (18H)
UNIT- V	Types of Communications - Intra personal, Inter personal, Group and Mass Communication. Various Print and TV Formats. (18H)
Text Book/Reference Book	<ol style="list-style-type: none"> <li>1. PARASHER (R.G.). Information and its Communication. 1991. Medallion, New Delhi.</li> <li>2. BOSE (H). Information Science: Principle and practice. Ed.2.1993. Sterling Publishing House, New Delhi.</li> <li>3. GUHA(B). Documentation and Information. Ed.2. 1983. World Press, New Delhi.</li> <li>4. PARASHER(RG). Library and Information Science: parameter and perspective, Ed.2. Concept Publishing Co., New Delhi.</li> <li>5. DHYANI(PUSPA). Information Science and Library.1990. Atlantica, New Delhi.</li> </ol>



## **B.A. (Three Years Degree Program)**

### **Fifth Semester**

#### **Subject – Skill Enhancement Courses (SEC) - 2**

Code of the Course	SEA7349P
Title of the Course	<b>Fundamental Computer Practical</b>
Qualification Level of the Course	NHEQF Level 5.5
Credit of the course	2
Types of the course	Skill Enhancement Courses (SEC) - 2
Delivery type of the course	Hand on practice 60 hours.
Prerequisites	High level.
Objectives of the course	Provide practical knowledge of computer and Internet.
Learning outcomes	<p>The students would be able to understand:</p> <ul style="list-style-type: none"><li>• Basics concept of computer.</li><li>• Hardware and Software.</li><li>• Practical of MS office (MS Word, MS Excel, MS PowerPoint).</li><li>• Basic concept of information technology</li><li>• Internet, WWW, Web browser</li></ul>

<b>Syllabus</b>	
<b>UNIT- I</b>	Computer fundamentals: Knowing the computer, history and generation of computer, parts of computer characteristic of computer. (12H)
<b>UNIT- II</b>	Hardware and software: Input devices, output devices central processing unit types of software uses of software. (12H)
<b>UNIT- III</b>	Types of storage devices, memories: primary and secondary memory, computer virus - general introduction, windows operating system. (12H)
<b>UNIT- IV</b>	MS Office basic fundamental and Practical of MS Word, MS Excel, MS PowerPoint, MS Access). (12H)
<b>UNIT- V</b>	Basic concept of Information technology: Introduction, Internet browser, search engine, internet suffering, E-mail account and its functions, basic social networking site. (12H)

Text Book/Reference Book	<ol style="list-style-type: none"> <li>1. Ramlingam, Library Information Technology: Concepts to Application. Kalpaz, Delhi, 2000.</li> <li>2. Sharma, Pandey S.K Fundamental of Library Automation, New Delhi, ESS ESS Publication, 1995</li> <li>3. Goswami, Anjana, Applications of Information Technology in Library Services. Herald of Library Science. 40, 1-2; 36-41; 2001</li> <li>4. Ajayai Ademola, Library Computerization: Organizational and Professional Roles, International Library Movement, 22, 2; 57-64; 2000.</li> </ol>
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Suggested E-resources	<ol style="list-style-type: none"> <li>1. <i>Egpathshala</i>.<a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==</a></li> <li>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></li> <li>3. <a href="https://www.sciencedirect.com/topics/social-sciences/library-and-information-science">https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</a></li> </ol>												
<b>Examination Scheme for this Paper</b>	<p>The examination (Internal and end semester) of this paper will be conducted by concern College/Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below:</p> <table border="1" data-bbox="835 737 1612 1128" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Scheme</th> <th style="text-align: center;">Marks Distribution</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Internal examination</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">Practical File work</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;">Practical</td> <td style="text-align: center;">40</td> </tr> <tr> <td style="text-align: center;">Viva voce</td> <td style="text-align: center;">20</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>100</b></td> </tr> </tbody> </table>	Scheme	Marks Distribution	Internal examination	20	Practical File work	20	Practical	40	Viva voce	20	<b>Total</b>	<b>100</b>
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<b>Total</b>	<b>100</b>												

**B.A. (Three Years Degree Program)****Sixth Semester****Subject – Library & Information Science**

Code of the Course	LIS7102T
Title of the Course	<b>Research Methodology</b>
Qualification Level of the Course	NHEQF Level 5.5
Credit of the course	6
Types of the course	Discipline Specific Elective (DSE) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	High level.
Objectives of the course	This is the conceptual course in Library & Information Science after 5 <sup>th</sup> semester which lays Research in library science.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Concept of Research</li><li>• Research process.</li><li>• Data analysis</li><li>• Research in Library science.</li></ul>

<b>Syllabus</b>	
UNIT- I	Research: Definition, Meaning, Need, Characteristic of Research and Objective of Research. Process of Research. Need of Research in Library and Information Science. Types of Research: (Pure Research, Apply Research and Action Research). (18H)
UNIT-II	Formulation of Research Problem, Review of Literature, Objectives of Research, Hypothesis in Research. (18H)
UNIT-III	Research Methods: Scientific, Historical, Serve Research Method, Experimental Research Method. Research Design. (18H)
UNIT- IV	Research Techniques and Tools: Questionnaire, Schedule, Interview, Observations and Case Study Methods. (18H)
UNIT- V	Data Analysis and Interpretation of Data: Types of Data, Sampling, Tabulations. Analysis of Data: Graphical Presentation of Data. Measures of Central Tendency: Mean Median and Mode. Research Report Writing. (18H)

Text Book/Reference Book	<ol style="list-style-type: none"> <li>1. Business Research Methods- Donald Cooper &amp; Pamela Schindler, TMGH, 9th editions.</li> <li>2. Business Research Methods- Alan Bryman&amp; Emma Bell, Oxford University Press.</li> <li>3. Gupta, Santosh: Research Methodology and Statistical Techniques. Delhi: Deep and Deep Publications, 1999.</li> <li>4. Kothari, C.R. (2006). Research methodology: methods and techniques. New Delhi:</li> </ol>
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	New Age International Limited.
Suggested E-resources	<ol style="list-style-type: none"><li>1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from <a href="https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw==">https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw==</a></li><li>2. <a href="https://egyankosh.ac.in/">https://egyankosh.ac.in/</a></li><li>3. <a href="https://www.sciencedirect.com/topics/social-sciences/library-and-information-science">https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</a></li></ol>

**B.A. (Three Years Degree Program)**

**Sixth Semester**

**Subject – Library & Information Science**

Code of the Course	LIS7103T
Title of the Course	Library Profession
Qualification Level of the Course	NHEQF Level 5.5
Credit of the course	6
Types of the course	Discipline Specific Elective (DSE) in Library and Information Science
Delivery type of the course	Lecture, 60+15+15 =90. The 60 lectures for content delivery, 15 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving, and 15 hours on tutorial.
Prerequisites	High level.
Objectives of the course	This is the skill-based course after school level which lays about Librarianship and Qualities of Librarian and Librarianship as Profession
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Basic concept of profession</li><li>• Characteristics of a Library profession</li><li>• Transformation of the LIS Profession</li><li>• Categories of LIS Professional</li></ul>

	<ul style="list-style-type: none"> <li>• LIS profession in India</li> </ul>
<b>Syllabus</b>	
<b>UNIT- I</b>	Profession: Introduction, definition, profession vs. Occupation vs. vocation, characteristics of profession. (18H)
<b>UNIT- II</b>	Library and Information science as profession: Introduction, evaluation of LIS professional: scholarly period, vocational period, professional period. (18H)
<b>UNIT- III</b>	Transformation of the LIS Profession: custodian, Librarian, documentation officer, information officer\scientist. (18H)
<b>UNIT- IV</b>	Categories of LIS Professional: Library administrator, classifier, cataloguer, classificationist Indexer, reference librarian, LIS teacher and content developer. (18H)
<b>UNIT- V</b>	LIS Profession in India: introduction, ancient period, medieval period, British India and Independent India. (18H)

Text Book/Reference Book	<ol style="list-style-type: none"> <li>1. Bhattacharya, G. Information Sciences. Calcutta: IASLIC, 1978. Print.</li> <li>2. Butler, P. "Librarianship as a Profession". Library Quarterly 21 (1951): 237. Print.</li> <li>3. Chopra, H.R., U.C. Sharma and M.K. Srivastava. "Library Science and its Facets". 2 vols. Delhi: Ess Ess, 1998. 572. Print</li> <li>4. Dakhole, P.S. "Librarianship as a Profession". Library and Information Profession in India: Dr P.S.G. Kumar Festschrif. Vol.1, Part 1.</li> </ol>
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Reflections and Redemptions Ed C.P.Vashisht and M.P.Satija, et al. Delhi: B.R.Publishing Corporation, 2004. Print.

5. Greenwood, T. "Professional Ethics", New Library World 82. 973 (1981): 123-5. Kaula, P.N. "Library Science Today. Ranganathan Festschrift". BIS, 1965. Print.
6. Lancour, H. "The librarians' Search for Status". Eds. Philip Ennis, H. and Winger Howard W. Seven Questions about Profession of Librarianship. Chicago: University of Chicago Press. 1962. 77. Print
7. Mittal R.L. Library Administration: Theory and Practice. 5 th ed. New Delhi: Ess Ess Publications, 2007. Print. --- .
8. Library Administration: Theory and Practice. 2nd rev. Delhi : Metropolitan Book Co. 1969. p357-359. Print. Ranganathan, S.R. "A Librarian Looks Back". Herald Libr. Sci 2. 1-7 (1963): 127-30.

## **B.A. (Three Years Degree Program)**

### **Sixth Semester**

#### **Subject – Skill Enhancement Courses (SEC) - 3**

Code of the Course	SEA7350S
Title of the Course	<b>Field Study of Libraries</b>
Qualification Level of the Course	NHEQF Level 5.5
Credit of the course	2
Types of the course	Skill Enhancement Courses (SEC) - 3
Delivery type of the course	Field visit
Prerequisites	High level.
Objectives of the course	The aim of this course to analyse the operations of libraries physically.
Learning outcomes	The students would be able to understand: <ul style="list-style-type: none"><li>• Aware about various library sections.</li><li>• About automation/digitization software.</li><li>• Know about the resources available in libraries.</li></ul>

#### **Syllabus**

All the students are required to visit the libraries and information centres having well established, good collection and using automation/digitization software for users.

All the students will prepare a report on working system, software uses and collections of selected Libraries of any place in district/outside district/state etc.

**Note:** The report is to be submitted by each student at the end of the semester. The report is to be evaluated by the concern faculty and Head of department of concerning college. Marks distribution will be as below.

<b>Components</b>	<b>Marks</b>
Internal Examination	20
Field visit Report	50
Viva Voce	30
<b>Total</b>	<b>100</b>