

SAURASHTRA UNIVERSITY

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE

BACHELOR OF LIBRARY AND INFORMATION SCIENCE (B.L.I.Sc)

NEW SYLLABUS FOR THE DEGREE OF BACHELOR OF LIBRARY AND INFORMATION SCIENCE

1 Year: 2 Semesters: CBCS based Programme

w.e.f. 2010-2011

OBJECTIVES OF THE PROGRAMME :

1. To acquaint students with the basic philosophy and ethics of librarianship.
2. To provide students with theoretical understanding of knowledge organization and subject analysis that leads to generation of interest in further development of this subject area.
3. To develop practical skills in the subject analysis and to classify documents using standard schemes of classification.
4. To provide students with theoretical understanding of document description in the print and electronic environment.
5. To develop practical skills to catalogue print and non- print documents including electronic documents using standard cataloguing code.
6. To acquaint the students, theoretically and practically with the basics of computers, networks and major applications of existing and emerging technologies in libraries and information centers.
7. To generate awareness among students concerning the basic management principles and management techniques applicable in libraries and information centres and help them to understand library procedures.
8. To develop students' familiarity with various Reference and Information Sources including electronic resources and their evaluation; develop their skills for reference and information services.
9. To help students to acquire a deeper understanding of library development, library education and library users.
10. To develop basic computer handling skills.
11. To provide competence to the graduates in becoming good librarians catering to the needs of the wider society.
12. To develop skilled librarians who can adapt to the changing information landscape.

The Scheme of Papers & Examination Pattern for one year B.L.I.Sc. Programme (CBCS Semester System) shall be as follows :-

SEMESTER – I

Course Code	Title of the Course	Credits	Theory	Practical	Examination Marks		Total Marks	Duration of Exam.
					Ext.	Int.		
CCT-01	Foundation of Library & Information Science	3	100	--	70	30	100	3 Hrs.
CCT-02	Library Management	3	100	--	70	30	100	3 Hrs.
CCT-03	Knowledge Organisation & Processing - 1	3	100	--	70	30	100	3 Hrs.
ECT-01	Library Development OR Library Education	3	100	--	70	30	100	3 Hrs.
PC-01	Library Classification & Cataloguing Practical -1	4	--	100	70	30	100	3 Hrs.
ICT-01	Information Skills	4	100	--	70	30	100	3 Hrs.
	TOTAL FOR SEMESTER – 1	20	500	100	420	180	600	

SEMESTER – II

CCT-04	Information Sources	3	100	--	70	30	100	3 Hrs.
CCT-05	Information Services	3	100	--	70	30	100	3 Hrs.
CCT-06	Computer Applications	3	100	--	70	30	100	3 Hrs.
CCT-07	Knowledge Organisation & Processing - 2	4	100	--	70	30	100	3 Hrs.
ECT-02	User Studies OR School Librarianship	3	100	--	70	30	100	3 Hrs.
PC-02	Library Classification & Cataloguing Practical-2	4	--	100	70	30	100	3 Hrs.
	TOTAL FOR SEMESTER – 2	20	500	100	420	180	600	
	TOTAL FOR SEMESTER 1 AND 2	40	1000	200	840	360	1200	

SEMESTER 1

Course – CCT- 01: FOUNDATIONS OF LIBRARY AND INFORMATION SCIENCE

(3 Credits) (45 Hours) (Total Marks: 100: External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

OBJECTIVES

- To make students appreciate the basic philosophy and ethics of librarianship.
- To understand the role and evolution of library as a social institution.
- To know about various types of libraries, their nature, objectives and services.
- To create awareness about the role of professional library associations.
- To understand the concept of Resource Sharing and extension activities in libraries.
- To generate awareness about legal, political and ethical aspects of information and its use.

COURSE OUTLINE

Unit-I

Social and historical foundations of Library
Philosophy and ethics of librarianship
Library as a social institution: Objectives and Functions of the library
Role of the library in formal and informal education

Unit-2

Five Laws of Library Science: Implications
Implications of Five Laws in Library and Information Activities
Relevance of Five Laws in present technology oriented environment

Unit-3

Types of libraries: National, Public, Academic and Special: their features, objectives, functions, role and services.
UNESCO Public Library Manifesto

UNIT 4

International Professional Associations: IFLA, CILIP, ASLIB, ALA: their objectives, functions and activities.

National and Local Professional Associations: IASLIC, ILA, IATLIS, Gujarat Granthalay Sewa Sangh: their objectives, functions and activities.

UNIT 5

Resource sharing: Concept, Need, Purpose, Areas of resource sharing

Resource sharing programmes; Impact of IT on resource sharing

Intellectual Property Rights

Copyright- Copyright Act in India

Censorship

SEMESTER 1

Course – CCT- 02: LIBRARY MANAGEMENT

(3 Credits) (45 Hours) (Total Marks: 100; External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

OBJECTIVES

- To understand basic functions of administration.
- To be familiar with house keeping routines and work flow in libraries.
- To know about financial management in libraries.
- To be familiar with library statistics and records.

Unit-1

House keeping routines and work flow in libraries

Book selection: Principles, Purpose and Methods of book selection

Book selection tools: Bibliographies, reviews, catalogues, etc.

Acquisition of books: Policies and programmes, ordering of books, Good Offices Committees (GOC)

Web based Book Shop- Identification, selection and acquisition of books. Sample URLs

Unit-2

Serials Management

Acquisition of Periodicals (including Foreign)

Problems in Acquisition

Organization of Periodicals: Methods of Recording, Shelving and Display

Unit-3

Technical Processing of Books: Classification and Cataloguing

Authority File

Maintenance: Open Access Vs Closed Access

Principles of Stacking – Shelving methods

Preservation: Concepts, Purpose and methods

Stock verification: Purpose and methods

Circulation of Books

Gate Register; Registration of Members, Reservation of books,

Overnight issue and Inter-library loan

Charging and discharging methods: Day Book System, Ledger System, Browne System, and Newark System. Computerized circulation system

Unit-4

Financial management

Sources of finance

Budgetary control and Budgeting Techniques: Line, PPBS and ZBB

Unit-5

Library Staff: Categorization and Duties

Physical Planning of Libraries, Furniture and Equipment

Library Statistics: Purpose and types

Library Reports: Types- Annual Report

Library Committee: Concept, Importance, Function, Types of committees

Library Rules and Regulations

Human Relations, Public Relations, Publicity and Extension activities

SEMESTER 1

Course – CCT- 03: KNOWLEDGE ORGANISATION & PROCESSING-1

(3 Credits) (45 Hours) (Total Marks: 100; External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

KNOWLEDGE ORGANISATION-1

OBJECTIVES

- To understand the importance of library classification in organization of knowledge.
- To know the elements of library classification.
- To understand the formation of subjects in the Universe of Subjects.
- To be familiar with major schemes of classification.

UNIT 1

Library classification: Meaning, Need and Purpose
Knowledge classification and Document classification
Universe of Knowledge: structure and attributes
Formation, structure and development of subjects

UNIT 2

Species of classification schemes: Enumerative and Faceted Schemes
Brief study of Dewey Decimal Classification (DDC)
Brief study of Colon Classification (CC)
Brief study of Universal Decimal Classification (UDC)

UNIT 3

General Theory of classification: Descriptive theory
Notation: Definition, types, quality and functions.
Relevance of classification in the context of computerized / digital libraries
Trends in Library classification

KNOWLEDGE PROCESSING-1

OBJECTIVES

- To understand the objectives, functions and types of library catalogues
- To understand the fundamentals of cataloguing and catalogue entries
- To understand the principles and practices of document description
- To understand the role of cataloguing in retrieving library material

UNIT 4

Library Catalogue: Definition, Need, Objectives and Functions
Types of Library catalogues: Physical/Outer forms: Conventional & Non-Conventional
Forms including OPAC
Internal Forms of Library Catalogue
Different types of catalogue entries their parts and functions in AACR-2

UNIT 5

Normative Principles of Cataloguing: Canons, Laws, Principles.
Standard Codes of Cataloguing: AACR-2 Revised.

UNIT 6

Centralized Cataloguing: Meaning, Objectives and Forms of centralization
Limited Cataloguing: Selective and Simplified Cataloguing
Union Catalogue: Definition, Functions and Compilation.

SEMESTER 1

Elective Course

Course – ECT- 01: LIBRARY DEVELOPMENT

OR

Course – ECT- 01: LIBRARY EDUCATION

Course – ECT- 01: LIBRARY DEVELOPMENT

(3 Credits) (45 Hours) (Total Marks: 100: External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

OBJECTIVES

- To be familiar with the development of libraries in general.
- To highlight the development of libraries in India.

COURSE OUTLINE

UNIT 1

Library development in India
Press and Registrations Act
Delivery of Books and Newspapers Act (Public Libraries)
Public library movement in India with special reference to Gujarat
Promoter of Public Library in India: RRLF

UNIT 2

Public library development in U.S.A
Public library development in U.K

UNIT 3

National Organizations in India: NASSDOC, NISCAIR, DESIDOC, objectives, programmes and activities.
International Organizations - Role of UNESCO in promoting library activities

UNIT 4

Library Legislation: Need and essential features
Library Legislation in India

UNIT 5

Overview of Library Acts in the different states of India
Detailed study of Gujarat Public Library Act (2001)

// 9 //

OR

SEMESTER 1

Course – ECT- 01: LIBRARY EDUCATION

(3 Credits) (45 Hours) (Total Marks: 100: External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

OBJECTIVES

- To understand and appreciate the library and information profession.
- To become familiar with Library Science education in general.
- To highlight the status of Library and Information Science education in India.

COURSE OUTLINE

UNIT 1

Profession: Librarianship as a profession.
Historical Development and Status

UNIT 2

Profile of the discipline of LIS
Library education in U.S.A. and U.K

UNIT 3

Library education in India: Historical development
Status of Library Education
Levels of courses

UNIT 4

Efforts of UGC in developing LIS education and curriculum in India
Continuing education and distance education in LIS

UNIT 5

Present research trends
Impact of IT on LIS education

SEMESTER 1

Course – PC- 01

LIBRARY CLASSIFICATION & CATALOGUING PRACTICAL -1

(4 Credits) (60 Hours) (Total Marks: 100; External: 70, Internal: 30)

LIBRARY CLASSIFICATION PRACTICAL-1

OBJECTIVES

- To develop skills of classification.
- To develop skills in subject analysis.
- To develop proficiency in using Dewey Decimal Classification to construction Class Numbers for documents of different disciplines / subjects.

COURSE OUTLINE

Construction of Class Numbers for documents of different disciplines / subjects using Dewey Decimal Classification

UNIT 1

Steps in classification

Introduction to the use of the DDC

Analysis of a work; direct approach; Main classes, Divisions and Sections

UNIT 2

Use of notes likes “scope”, “Inclusion”, “Class here” “Optional provision” etc.

Using synthetic features: Add from schedules

UNIT 3

Use of Table 1 ‘Standard Subdivisions’ and Table 2 ‘Area’

Use of Table 3 ‘Subdivisions of individual literature’ and Table 4 ‘Subdivisions of individual languages’

LIBRARY CATALOGUING PRACTICAL -1

OBJECTIVES

- To develop skills of cataloguing.
- To understand the rules and practices of document description for Books (Monographs) according to Anglo American Cataloguing Rules-2
- Preparing Catalogue Entries (Main, Added and Reference Entries) for Book (Monographs) using Anglo American Cataloguing Rules- Second revised Edition and assigning subject headings using list of subject headings.

COURSE OUTLINE

Preparing Catalogue Entries (Main, Added and Reference Entries) for Books (Monographs) using Anglo American Cataloguing Rules -2 revised edition & Assigning Subject Headings (Using SLSH)

UNIT 4

Single Personal Authorship and Joint Authorship
Works of more than three Authors

UNIT 5

Collaborative Works, Series, Multivolume Works
Pseudonymous Authors
Composite Works

UNIT 6

Corporate Authorship
-Government Publications
-Proceedings of Conferences, Seminars, Workshops, etc
-Other Corporate Bodies: Organizations, Institutions, Societies, etc.

Uniform Titles
- Sacred Scripture
- Anonymous Works

SEMESTER 2

Course – CCT- 06: INFORMATION SOURCES

(3 Credits) (45 Hours) (Total Marks: 100; External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Viva of 30 marks]

OBJECTIVES

- To understand the different types of information sources
- To develop familiarity with standard reference sources.
- To develop skills of critical evaluation of reference sources.

COURSE OUTLINE

UNIT 1

Information Sources: Meaning and Definition
Kinds of Information Sources: Non-Documentary; Human and Institutional
Documentary Sources - Print and Non Print; Primary, Secondary and Tertiary sources

UNIT 2

Reference Sources: Meaning and Definition
Kinds of Reference Sources: Dictionaries, Encyclopedias, Almanacs, Yearbooks
Directories, Handbooks, Manuals, Statistical, News Summaries,
Biographical and Geographical Sources

UNIT 3

Evaluation of different types of Reference Sources

UNIT 4

Bibliography: Meaning, Scope, Functions and Kinds
Types: Retrospective and Current, General, Special, National (INB and BNB), Trade,
Subject
Bibliographic Control: Meaning, Purpose, UBC and UAP

UNIT 5

Web/Internet as a Reference Source
Browsing of various types of reference and information resources and writing a report
(taking a sample in each type) about the type of information and its organization

SEMESTER 2

Course – CCT- 07: INFORMATION SERVICES

(3 Credits) (45 Hours) (Total Marks: 100; External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: 30 marks for Report based on Educational Tour]

OBJECTIVES

- To understand the nature and purpose of reference and information services.
- To develop skills for reference and information services.

COURSE OUTLINE

UNIT 1

Reference Service: Definition, Need, Purpose and Functions

Ranganathan's Theory of Reference Service; Ready Reference Service and Long Range Reference Service

UNIT 2

Reference Process: Reference questions and their categories

Techniques and methods of answering reference questions

User Education: Objectives, techniques and methods

UNIT 3

Information Services: Definition, Need and Scope

Difference between information service and reference service

Literature Search, Bibliographic Service, Reprographic Service

Translation Service

UNIT 4

Current Awareness Service

Selective Dissemination of Information

Referral and Document Delivery Service

Internet Services

UNIT 5

Abstracting Services

Abstract: Meaning, Use, Parts of abstract, Types: Indicative and Informative

Abstracting Service/Products

Indexing Services

Index: Meaning, Use

Indexing Services/Products

SEMESTER 2

Course – CCT- 08: COMPUTER APPLICATIONS

(3 Credits) (45 Hours) (Total Marks: 100: External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Practical test of 30 marks]

OBJECTIVES

- To acquaint the students with the basic concepts of computers technology.
- To acquaint the students with the basic concept of computer networks.
- To develop familiarity with some library management software.
- To understand various aspects of library automation.
- To know how computers can be used in libraries.
- To discuss impact of computer technology in libraries.

COURSE OUTLINE

UNIT 1

Introduction to Computer Technology
Computer Technology: Meaning and Features
Types of Computers: Analogue, Digital and Hybrid
Super, Mainframe, Mini, and Micro, Laptop and PDA

UNIT 2

Components of Computer:
Hardware: CPU, Input, Output and Storage devices, Ports, Multimedia
Software: Meaning and purpose
Types of software: System, Application and programming software, Open Source.
System Software: Operating system- DOS, UNIX, LINUX and WINDOWS-basic features

UNIT 3

Application Software: Meaning and purpose
MS Word and MS-Excel & MS-Access-features

UNIT 4

Computer Networking
Networking: Concept, Need
Network Topologies
Types of Network

UNIT 5

Application software for library management
Features of any one Library Management Software package: LIBSYS, ALICE, SOUL, CDS/ISIS-WINISIS
Selection criteria for Library management software

UNIT 6

Application of Computers in Library and Information Centers
Library Automation: Meaning and Need
Areas of Library Automation: Acquisition and Ordering, Catalogue, Circulation, Serials control and Administration
Problems and prospects of library automation
Impact of computer technology in library and information work

Practical Experience:

1. Hands on experience with any one operating system
2. Hands on experience with any one word processing package
3. Preparation of Power Point
4. Introduction to any one Library Application Software

SEMESTER 2

Course – CCT- 09: KNOWLEDGE ORGANISATION & PROCESSING-2

(4 Credits) (60 Hours) (Total Marks: 100; External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

KNOWLEDGE ORGANISATION- 2

OBJECTIVES

- To understand the dynamic theory of classification
- To highlight the importance of canons, principles and postulates in the design of classification scheme
- To familiarize the students with the devices those provide autonomy to a classifier.

COURSE OUTLINE

UNIT 1

Dynamic theory of classification: Ranganathan's contribution
Main Class- Canonical Class and Basic Class
Isolates & Devices
Systems and Specials, Rounds and Levels

UNIT 2

Facet analysis- Postulates
Phase analysis- phase, intra-facet and intra- array relations.
Principles of facet sequence
Principles of helpful sequence

UNIT 3

Canons for classification:
Canons for Idea, Verbal & Notational plane

KNOWLEDGE PROCESSING-2

OBJECTIVES

- To understand the different methods of providing subject access.
- To develop skills of subject analysis and representation.
- To understand the process of subject cataloguing.
- To develop familiarity with standard subject heading lists.
- To appreciate the need for standardization in cataloguing and subject approach to documents.

UNIT 4

Subject cataloguing and Indexing: Meaning, Need, Purpose and Objectives.
Different types of subject catalogues
Problems in alphabetical subject indexing

UNIT 5

Introduction to Indexing Systems: Pre-Coordinate indexing – Chan indexing; Post-Coordinate indexing – Uniterm Indexing
Standard Lists of Subject Headings and their features: LCSH & SLSH

UNIT 6

Rules for filing of catalogue entries
Standardization in cataloguing – Need, Purpose
Standards for bibliographic description – MARC, MARC 21, CCF, ISBD
OPAC, Web Based Catalogues.
Impact of IT on Cataloguing – use of Internet in cataloguing
Trends in cataloguing

SEMESTER 2

Elective Course

Course – ECT- 02: USER STUDIES

OR

Course – ECT- 02: SCHOOL LIBRARIANSHIP

Course – ECT- 02: USER STUDIES

(3 Credits) (45 Hours) (Total Marks: 100: External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

OBJECTIVES

- To understand the techniques of library survey.
- To understand the categories of information users and their information needs.
- To understand the concept, nature and techniques of user studies.

COURSE OUTLINE

UNIT 1

Information users and their information needs:
Categories of information users
Information needs- definition and models
Information seeking behaviour

UNIT 2

User studies:
Concept of user studies, Importance of user studies, Types of user studies

UNIT 3

Methods and techniques of user studies: Questionnaire, interview, observation, diary

UNIT 4

Library Surveys
Techniques of library and information centres survey
Proforma method, Interview method, Record analysis method

UNIT 5

Planning a library or user survey

SEMESTER 2

Course – ECT- 02: SCHOOL LIBRARIANSHIP

(3 Credits) (45 Hours) (Total Marks: 100: External: 70, Internal: 30)

[Structure of Semester-end Examination: Total 5 Questions of 14 Marks each with internal options. Q 1 to 4 Descriptive and Q 5: Any **two** short notes out of **four** with internal options, of 7 mark each. Total Marks: **70**. Time **3 Hours**.]

[Structure for Internal Evaluation: Assignment of 10 marks, Seminar of 10 marks and Test of 10 marks]

OBJECTIVES

- To know about collection development in school libraries.
- To develop strategies to create reading interest among school students.
- To understand school library organization, functions and services.

COURSE OUTLINE

UNIT 1

History and development of school libraries
Standards for the school libraries

UNIT 2

School library organization, planning and equipment

UNIT 3

Collection development in school libraries
Creating reading interest among school children

UNIT 4

School library services
School library finances
School library reports

UNIT 5

School libraries in India

SEMESTER 2

Course – PC- 02

LIBRARY CLASSIFICATION & CATALOGUING PRACTICAL -2

(4 Credits) (60 Hours) (Total Marks: 100; External: 70, Internal: 30)

LIBRARY CLASSIFICATION PRACTICAL-2

OBJECTIVES

- To develop skills of classification.
- To develop skills in subject analysis and synthesis of different facets.
- To develop proficiency in using Dewey Decimal Classification to construction Class Numbers for documents of different disciplines / subjects.
- To develop proficiency in using Colon Classification 6th revised edition to construct Class Numbers for documents of different disciplines / subjects.

COURSE OUTLINE

Construction of Class Numbers for documents of different disciplines / subjects using Dewey Decimal Classification and Colon Classification

UNIT 1

Use of Table 5 'Racial, Ethnic, National Groups',
Table 6 'Languages' and Table 7 'Persons' in DDC

UNIT 2

Introduction to the use of CC
Basic subjects (including canonical classes)
Systems and specials, Compound subjects
Fundamental categories, Facet sequence, Rounds and Levels, and synthesis of class number

UNIT 3

Use of Anteriorising and Posteriorising Common isolates, Language isolates, Space isolates, Time isolates, & different Devices

LIBRARY CATALOGUING PRACTICAL -2

OBJECTIVES

- To develop skills of cataloguing.
- To understand the rules and practices of document description for non-book materials according to Anglo American Cataloguing Rules-2.
- Preparing Catalogue Entries (Main, Added and Reference Entries) for Non-Book Materials including electronic resources using Anglo American Cataloguing Rules- Second revised edition.

COURSE OUTLINE

Preparing Catalogue Entries (Main, Added and Reference Entries) for Non-Book Materials using Anglo American Cataloguing Rules -2 revised edition

UNIT 4

Serials

UNIT 5

Cartographic Materials

Graphic Materials

Printed Music

UNIT 6

Sound Recordings

Motion Pictures & Video Recordings

Micro Forms

Electronic Resources

ORDINANCE FOR THE BACHELOR DEGREE OF LIBRARY AND INFORMATION SCIENCE (B.L.I.Sc.) :

O. B.L.I.Sc. 1.

A candidate for the degree of Library and Information Science must have passed a Bachelor's Degree, at least with second class or equivalent grade in any faculty of this University or of any other university recognised as equivalent to the corresponding examination of this University.

(I) Shall have kept two semesters for the degree course in Library and Information Science conducted by the University.

AND

(II) Shall have completed the prescribed course of practical training to the satisfaction of the Head of the Department.

R. B.L.I.Sc. 1.

To pass the examination the candidate must obtain separately not less than 36% or equivalent grade in internal and external assessment in each paper in theory, practical and Viva-Voce, if any, and also not less than 48% or equivalent grade of the total marks obtainable.

2. Classes shall be awarded in the manners specified below:-

Successful candidate who obtains not less than 70% or equivalent grade of the total marks of both semesters shall be placed in First Class with Distinction.

Successful candidate who obtains 60% or equivalent grade of the total marks of both semesters shall be placed in the First Class.

Successful candidate who obtains 48% (or equivalent grade) or more but less than 60% or equivalent grade of the total marks of both the semesters will be placed in the second class.