# Bachelor of Library and Information Science

(BLIS - Course Structure under CBCS)

(For the candidates to be admitted from the academic year 2016-17 onwards)

**Eligibility : Any UG Degree**

<table>
<thead>
<tr>
<th>Sem.</th>
<th>Course Title</th>
<th>Instr. Hours / Week</th>
<th>Credit</th>
<th>Exam Hours</th>
<th>Marks</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Core Course I – Library, Information and Knowledge Society</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td>Core Course II – Library and Information Management</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td>Core Course III – Information Sources</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td>Core Course IV – Knowledge Organization I: Theory</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td>Core Course V – Information Technology</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>30</strong></td>
<td><strong>20</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>II</td>
<td>Core Course VI - Information Systems and Services</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td>Core Course VII – Automation of Library and Information Centers: Theory</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>25</td>
<td>75</td>
</tr>
<tr>
<td></td>
<td>Core Course VIII - Automation of Library and Information Centers: (P)</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td></td>
<td>Core Course IX – Knowledge Organization-II: Classification (CC and DDC) (P)</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td></td>
<td>Core Course X - Knowledge Organization-III: Cataloguing (AACR-II) (P)</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>30</strong></td>
<td><strong>20</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>60</strong></td>
<td><strong>40</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**PAPER I**

**LIBRARY, INFORMATION AND KNOWLEDGE SOCIETY**

**Objectives:**
1. To enable the students to understand the concept of information and Information Centres.
2. To make the students to understand the Communication Channels and barriers of communication.
3. To prepare the students to know the concept of information science as a discipline.
4. To enable the students to expose to the importance of information in the context of social, political, cultural, economical and industrial environments.

**Unit I**

Data, Information, Knowledge and Wisdom: Definition and concept, features – types – Economical, Political, Cultural and Societal value of Information; Knowledge Society; Communication Channels and Barriers.

**Unit II**


**Unit III**


**Unit IV**


**Unit V**

Professional Associations –National Associations - ILA, ALA, LA and IASLIC; International Associations – UNESCO, IFLA and SLA.

**References:**
1. Agarwal and others: Perspectives in Library and Information Science Vols.I and II (Lucknow, Print House, 1982)
5. 5. Harrison : The Library and the Community Ed.3 (London, Andre Deutsch, 1977)
8. Kaula: Library Movement in India (Delhi, Library Association, 1958)

*****
PAPER II

LIBRARY AND INFORMATION MANAGEMENT

Objectives:

1. To know the concept of management and its evolution
2. To understand the various managerial operations of Library and Information Centres (LIC)
3. To apply the relevant management techniques in modern LICs

Unit I

Management: Concept, Definition, Scope, Principles and Functions of Management – Schools of Management.

Unit II

Planning and planning strategies: Library Planning - Concept, definition, need, types and steps in planning – MBO.

Unit III


Unit IV


Unit V

Collection development – Policy, Issues; Library routines, Circulation, Maintenance Preservation and conservation.

References:


*****
PAPER III
INFORMATION SOURCES

Objectives:
1. To introduce various information sources
2. To enable the students to acquaint themselves with the various sources
3. To prepare the students to evaluate and use the information and knowledge resources

Unit I
Types of Information resources – Documentary – Non documentary – characteristics – Scope, Primary, Secondary and Tertiary sources.

Unit II
Ready Reference Sources – Types and value-Dictionaries, Encyclopedias, Annuals, Biographical sources, Handbooks and Manuals, Geographical sources.

Unit III
Bibliographical sources – Bibliographies: National (INB) and International (BNB), list of serials; Union Catalogues; – Indexing and Abstracting sources.

Unit IV
Digital Resources: E-Books, E-Journals, Databases and ETD.

Unit V
Evaluation of Information sources – Print Reference sources; Web Resources.

References:
8. Linda S Katz Library Users and Reference Services (Reference Librarian) Routledge (May 2013)
PAPER IV

KNOWLEDGE ORGANIZATION I

Objectives:

1. To enable students to understand the concept of knowledge organization.
2. To know the basic concepts of Information Processing and Retrieval Systems (IPR)
3. To understand the importance of various IPR systems and techniques
4. To prepare students to acquaint with different classification schemes, cataloguing codes and to know various standard bibliographic formats.

Unit I

Universe of Subjects and Knowledge: Structure and attributes - Modes of formation of subjects

Unit II


Unit III

Standard schemes of Library classification: Introduction, Features and Application - CC, DDC.

Unit IV

Cataloguing: Purpose, structure, types; normative principles, Canons & Laws; Standard codes of Cataloguing – CCC and AACR II

Unit V

Subject cataloguing – Subject heading lists - SLSH, LCSH and MESH.

References:


*****

7
PAPER V

INFORMATION TECHNOLOGY

Objectives:

1. To learn the basic concepts of Information technology.
2. To train the students in applying Information technology in Libraries and information centers.
3. To understand the concepts of networking and web technology.

Unit I

Information Technology: Concept, Definition and Components, Types of Computers, CPU, Storage, I/O Devices.

Unit II

Client-Server architecture: LAN, WAN, Intranet and Internet.

Unit III

Computer Software: System and Application Software; Operating Systems: Windows, LINUX, UNIX.

Unit IV

File organization: Database Management System; File Format: text, image, audio, video and animation.

Unit V

Office Management: Word processing, Spreadsheet, Presentation Software. Database (MS-Access).

References:


*****
PAPER VI
INFORMATION SYSTEMS AND SERVICES

Objectives:
1. To know the various information systems and their functioning.
2. To teach and train on the various Library and Information services in different environments.

Unit I
Information systems: Concept, purpose, types and levels: Open, Closed, Regional, National and International.

Unit II
Information Services; Reference service, Information display, News clippings, CAS, SDI, Abstracting and Indexing Services.

Unit III
Digital Information Services; Institutional Repository, Web OPAC.

Unit IV
Global Information System: AGRIS – MEDLINE
National Information Systems; NISCAIR, DESIDOC.

Unit V
Library consortia-India; -INFLIBNET: E-Shodh Sindhu,
Library Networks: INFLIBNET, DELNET.

References:
8. Gurdev Singh Information Sources Services and Systems PHI, New Delhi, 2013
13. Sherman, C. and Price, G. The invisible web: uncovering Information Sources Search engines can’t see. 2001

*****
PAPER VII

AUTOMATION OF LIBRARY AND INFORMATION CENTRES: THEORY

Objectives:
1. To make familiar of Library Automation and its concepts
2. To understand the various Library automation and bibliographic standards.

Unit I
Computers: Generation, Types, developments, I/O and Storage Devices.

Unit II
Operating Systems; Windows, Linux,
Technologies: DBMS, Web Server, Networking, Barcode, RFID.

Unit III
Library Automation; Concepts, Characteristics, Areas of Automation, Requirements:
Hardware and Software.

Unit IV
Metadata Standards; ISBD, DC, MARC21
Protocols; Z39.50, FTP, TCP/IP and HTTP.

Unit V
Library Automation Software; Open Source and Commercial
Koha, WINISIS, NewGenLib, AUTOLIB, SOUL and LIBSYS.

References:
   Chennai, AU-KBC Centre.

*****
PAPER VIII

AUTOMATION OF LIBRARY AND INFORMATION CENTRES (P)

Objectives:

To provide practical exposure to various Automation practices applied in Library and information centres.

Hands-on experience with the following Softwares:

Library Automation Softwares: WINISIS, KOHA

- Installation
- Database Creation
- Searching and Retrieval
- Report Preparation

Reference:

Dspace : http://www.dspace.org/
GSDL : http://www.greenstone.org/
WINISIS : www.unesco.org/isis/
KOHA : http://www.koha.org/

*****
PAPER IX

KNOWLEDGE ORGANISATION- II: CLASSIFICATION (P)

Objective:

To make the students familiar with classification of subjects and assigning call numbers using CC and DDC

Exercise

Classification of Books and periodicals according to CC (6th Edition)

Classification of Books and periodicals according to DDC (Available Edition)

References:


*****
Objective:

To prepare the students to be familiar with Cataloguing practices using AACR II

Exercise

Cataloguing of Documents: Print documents using AACR-II
Preparation of Subject Heading using SEARS List.

References:


*****