

COURSE STRUCTURE

Diploma in Library & Information Science (DLISc)

Learning Outcomes based Curriculum Framework (LOCF)

One Year Programme

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
INSTITUTE OF APPLIED SCIENCES AND HUMANITIES

First Semester

S.No	Course Code	Course Title	Teaching Scheme			Credit	Contacts HRS/WK	Type
			L	T	P			
1	DLSC0001	Library and Society	3	1	0	4	4	CC
2	DLSC0002	Knowledge Organisation : Theory	3	1	0	4	4	CC
3	DLSK0003	Knowledge Organisation : Practical	0	0	8	4	8	SEC
4	DLSC0004	Basics of Information Technology	2	1	2	4	5	CC
5		General English	2	2	0	4	4	CC
Total			10	05	10	20	25	

Second Semester

S.No	Course Code	Course Title	Teaching Scheme			Credit	Contacts HRS/WK	Type
			L	T	P			
1	DLSC0005	Management of Library and Information Centers	3	1	0	4	4	CC
2	DLSC0006	Information Processing and Retrieval : Theory	3	1	0	4	4	CC
3	DLSK0007	Information Processing and Retrieval : Practical	0	0	4	2	4	SEC
4	DLSC0008	Reference Sources and Services	3	1	0	4	4	CC
5	DLSC0009	Information System and Services	3	1	0	4	4	CC
6	DLSC0010	Information Technology in Libraries	2	1	2	4	5	CC
7	DLSK0011	Internship Programme a. Report on Training Activities b. Viva-Voce (Bases on Internship)	0	0	8	4	8	SEC
Total			14	05	14	26	33	

DLSC0001: LIBRARY AND SOCIETY

Objective: To familiarize students with the fundamental concepts of Foundations of Library and Information Science and strategies for effective application.

Credits: 04

L:3 T:1 P:0

Module No.	Content	Teaching Hours
I	<p>Library as information centre: definition, need, purpose, functions. five laws of library science, place of library in dissemination of information: changing role of library in socioeconomic development, education and recreation.</p> <p>Library cooperation: definition, types, levels. resources sharing and networking. library extension services, Types of libraries: public, academic, special and national. (definition, purpose and functions of each type of library).</p> <p>Development of libraries: history of libraries in India (a detailed study), history of libraries in USA, history of libraries in U.K. Library without wall: brief introduction to digital and virtual libraries. Library associations in India, U.K and USA: ILA, IASLIC, CILIP, SLA.</p>	28
II	<p>Library legislation: need, purpose, objectives and essential features, library legislation in India, model act: Madras, Andhra Pradesh Karnataka., press and registration act, delivery of books (public libraries) act, right to information act; IPR and copyright.</p> <p>Library profession: librarianship as a profession, professional ethics., promoters of library and information services: RRRLF, UNESCO, IFLA, role of library and information professionals in digital era.</p>	24

Recommended Reading

- Chapman E and Lynden F. (2000). Advances in Librarianship. San Diego: Academic Press.
- Chowdhury GG, Burton PF and McMenemy D. (2007). Librarianship: the complete introduction. New York: Neal-Schuman Publishers.
- Feather J. (2008). The Information Society: a study of continuity and change Ed. 2nd London: Facet Publishing.
- ISAAC, K.A. (2004). Library legislation in India a Comparative Study of State Library Acts. New Delhi: ESS ESS Publication.
- Khanna JK, Library and Society. 2009. Kurukshetra: Research Publication.
- Krishan Kumar. (2018). Library organisation. New Delhi: S Chand.
- Martin WJ. (2017). The global information Society. London: Aslib,
- Prasher R G. (1991). Information and its Communication. New Delhi: Medallion Press.
- Ranganathan S R. (2006). Five laws of Library Science Ed. 2nd. Bangalore: Sarada Ranganathan Endowment for Library Science.
- Venkappaiah V and Madhusudhan M. (2007). Public Library Legislation in the new Millennium. New Delhi: Bookwell.

Course Outcome: After completion of course, students will be able to:

- CO1: Apply the Five Laws of Library Science to enhance information organization and dissemination.
- CO2: Assess libraries' evolving roles in socioeconomic development, education, and recreation.
- CO3: Explore library cooperation principles to improve access to information resources.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO1, PO3, PO5, PSO1, PSO6
CO2	PO2, PO5, PSO1, PSO5
CO3	PO1, PO5, PSO1, PSO6

DLSC0002: KNOWLEDGE ORGANISATION : THEORY

Objective: To acquaint students with the organization of knowledge, introducing various fundamental concepts and philosophies of library classification.

Credits: 04

L:3 T:1 P:0

Module No.	Content	Teaching Hours
I	Library classification: meanings, purpose and function, classification knowledge, need and type of class, qualities and role in classification, subject and disciplines: concept, features and formation, library classification: historical perspectives. General theory of classification, modes of formation of subjects: basic subjects, primary and non-primary, compound subjects, complex subjects,	28
II	Call number: class number, book number and collection number, isolates and auxiliaries: common (ACI and PCI) and special, facets and facet analysis. Schemes of library classification, major classification schemes: structure and features of colon classification 6 th edn DDC latest, relative index. Dewey decimal classification, universal decimal classification, colon classification, current trends in library classification.	24

Recommended Reading

1. Foskett, A.C. (1996). The Subject Approach to information, Ed. 5th London: Facet Publishing.
2. Hunter, Eric J. (2002). Taylor and Francis, Classification made Simple. London: Ashgate Publishing Limited.
3. Krishan Kumar, Theory of Classification Ed. 2nd. Vikas Publishing House
4. Ranganathan S.R. (2006). Prolegomena to library classification Ed. 3rd. Bangalore: Sarada Ranganathan Endowment for Library Science.
5. Ranganathan S R. (1990). Descriptive account of the colon classification. Bangalore: Sarada Ranganathan Endowment for Library Science.
6. Ranganathan, S.R. (2006). Philosophy of Library Classification. Ess Ess Publication
7. Satija, M.P. (1989). Colon Classification: A Practical Introduction Ed. 7th. Ess Ess Publication
8. Sayers, WCB. (1944). Manual of Classification for Librarians & Bibliographers. Ed. 3rd. London: Andre Deutsch.
9. Sehgal, R L. (2003). An Introduction to Dewey Decimal Classification. New Delhi: Ess Ess Publication.

Course Outcome: After completion of course, students will be able to:

- CO1: Comprehend the general theory of classification.
- CO2: Understand the meanings, purpose, and function of library classification.
- CO3: Identify different types of classification knowledge and their significance.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
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CO1	PO1, PO2, PSO2, PSO5
CO2	PO1, PO2, PSO2, PSO6
CO3	PO1, PO2, PSO2

DLSK0003: KNOWLEDGE ORGANISATION : PRACTICAL

Objective: to provide students with practical skills in library classification, specifically using the Dewey Decimal Classification (DDC) for complex titles and Colon Classification (CC) for simple titles.

Credits: 04

L:0 T:0 P:8

Module No.	Content	Teaching Hours
I	Classification of documents: by colon classification Classification of documents having simple, compound and complex subject Classification of document using common isolates, phase relations, devices etc.	60
II	Classification of documents: Dewey decimal classification (latest edition), Introduction of 4 volumes of DDC (Dewey decimal classification) Set: volume 1 new features in edition 23: a brief explanation of the special features and changes in DDC 23. introduction: a description of the DDC and how to use it. Classification of documents, requiring use of tables Use of relative index.	44

Recommended Reading

1. Sayers, WCB. (2004). Manual of Classification for Librarians & Bibliographers. Ed.3rd. London: Andre Deutsch.
2. Ranganathan, S.R. (2006). Philosophy of Library Classification. New Delhi: Ess Ess Publication.
3. Sehgal, K L. (2003). An Introduction to Dewey Decimal Classification. New Delhi: Ess Ess Publication.
4. Hunter, Eric J. (2002). Classification made Simple. London: Taylor and Francis.
5. Ranganathan S R. (2006). Prolegomena to library classification. Ed.3rd. Bangalore: Sarada Ranganathan Endowment for Library Science.
6. Foskett, A.C. (1996). Subject Approach to information, Ed.5th. London: Facet Publishing.
7. Krishan Kumar. (2018). Theory of Classification. Ed.4th Vikas Publishing House

Course Outcome: After completion of course, students will be able to:

- CO1: Categorize the documents according to the Colon classification.
- CO2: Categorize the documents based on the Dewey Decimal classification.
- CO3: Understand the purpose and structure of the Relative Index

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO1, PO2, PSO2, PSO6
CO2	PO1, PO2, PSO2, PSO5
CO3	PO1, PO2, PSO2

DLSC0004: BASICS OF INFORMATION TECHNOLOGY

Objective: To provide students with foundational knowledge and understanding of key concepts and principles in information technology relevant to the field of library and information science.

Credits: 04

L:2 T:1 P:2

Module No.	Content	Teaching Hours
I	<p>Introduction to Computers and Peripherals Components of Computer, Types of Computer, CPU, RAM, ROM, Hard disk, USB, Flash drive, CD, DVD, Blue ray, Keyboard, Mouse, Monitor, LCD, Printer, Plotter, Scanner, Modem, Sound Cards, Speakers, CMOS battery, Sharing of Printers.</p> <p>Operation System and Application Software System Software, Application Software, Virtualization Software, Utility Software, MS Office/Open Office/Libreoffice, Working with window, Desktop components, Menu bars, creating shortcut of program. Installation of Application softwares, Antivirus and Drivers.</p>	35
II	<p>Word Processing, Spreadsheet and Presentation Word: File Management, Page set up, Editing a document, Formatting a document, Tables and Borders, Using Tools, Excel Menu commands, Work books, Creating a chart, Exchange data with other application Power Point Presentation: Introduction to Power Point, Addition, deletion and saving of slides, Insertion of multimedia elements, Formatting slides Usage and creation of word document, spreadsheets and presentation, Google Suits (Google drive, google sheet, google doc. Google presentation) Internet Basics of Networking – LAN, WAN, Wi-Fi technologies, Concept of IP Addresses, DNS, Search Engines, e-mail, Browsing and cyber laws.</p>	30

Recommended Reading

1. Sinha, P.K. (2007). Computer Fundamentals. New Delhi : BPB Publication.
2. Sudharsan, P., & Jeyabalan, J. (2005). Computers-systems and applications. Mumbai: JAICO Publishing House.
3. Rajaraman, V (2008). Fundamentals of Computers, New Delhi : PHI Publication.

Course Outcome: After completion of course, students will be able to:

- CO1: Identify different types of computers and understand their functionalities.
- CO2: Gain knowledge about operating systems and application software, including system software, application software, virtualization software, and utility software.
- CO3: Acquire skills in using Word Processing, Spreadsheet and Presentation

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO4, PO5, PSO3, PSO4
CO2	PO4, PO5, PSO4, PO6
CO3	PO4, PSO7, PSO8

Course Name: General English

Course Objectives

- To help students understand and communicate in English as used in day-to-day activities and as in their domain
- To help them develop writing skill, especially relevant to their domain
- To enable them to use correct structure of sentences in various situations
- To help them to be presentable in interviews and at workplace.

Credits: 04

L:2 T:2 P:0

Module No.	Contents	Teaching Hours
I	<p>Social Skills: meeting and greeting, avoiding embarrassments (safe and unsafe topics for small talk), Communication in everyday situations and at workplace</p> <p>Introducing the Institution: Reading (about some institutions), Institutional profile, writing institutional profile</p> <p>Your profile: Reading (profiles of some famous personalities), writing your profile</p> <p>Pronunciation_Reading the dictionary: vowels, consonants, syllable and stress</p> <p>Short Story: Money Madness- Glossary; Comprehension Exercises</p> <p>Grammar: Tenses, Question Tags and Short form answers</p> <p>Vocabulary: Synonyms and Antonyms</p>	28
II	<p>Pronunciation_Reading the names of foreign writers</p> <p>Letter Writing: ordering of books, checking of bills, price verification, payment of bills and accessioning of books, periodicals and non - book material</p> <p>Short Story: The Farmer's Wife- Glossary; Comprehension Exercises</p> <p>Grammar: Agreement of the Verb with its Subject</p> <p>Vocabulary: Learning new words with the help of Prefixes and Suffixes</p> <p>Interview Skills: Preparing profile, preparing cover letter and resume/CV, peer mock interviews</p>	28

Recommended Reading

- Leech, Geoffrey & Svartvik, Jan A *Communicative Grammar of English*. London: Longman, 2003.
- Swan, Michael. *Practical English Usage*. OUP, 2016.
- Line, Maurice B. (1982). *Library Surveys : An Introduction to their Use, Planning,*
- Jones, Daniel. *Cambridge English Pronouncing Dictionary*. London: Cambridge University Press, 2006.
- Samson, T. *Business English (With Audio CD)*. Tata McGraw-Hill Education, 2008, Print.

Learning Outcomes: After completing the course students should be able to

- CO1: understand and communicate in English as used in day to day activities and in domain specific contexts
- CO2: Use English language by comprehending relevant readings
- CO3: Use correct structure of sentences in different situations
- CO4: Better present themselves in interviews and business contexts

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO6, PSO 8
CO2	PO6, PSO 8
CO3	PO6, PSO 8
CO4	PO6, PSO6, PSO 8

DLSC0005: MANAGEMENT OF LIBRARY AND INFORMATION CENTERS

Objective: To teach students management techniques for organizing library and information centers effectively.

Credits: 04

L:3 T:1 P:0

Module No.	Content	Teaching Hours
I	<p>Library administration: principles of library administration, general principles of management and their application to library management, library organizational structure, management information system (MIS)], physical planning of library.</p> <p>Information resources development: types of information resources, selection principles including communication media, different types of selection tools and their importance, acquisition procedure: books and non-book material, acquisition of periodicals and serials, technical processing.</p>	28
II	<p>Circulation section: use and maintenance of the library, circulation work, maintenance, shelving and stock verifications, etc., elements of binding and preservation.</p> <p>Human resources development, human resource development: concept and contours, personnel planning, participative management and library staffing: importance, nature and function of staffing, staff management, recruitment. library finance and budget, library finance, budgeting and accounting.</p>	24

Recommended Reading

1. Broughton, Vanda. (2017). Essential Classification. London: Facet Publishing.
2. Dhiman, A. K. & Yashoda Rani. (2005). Learn Library Classification. New Delhi: EssEss.
3. Husain, Sabahat. (2004). Library Classification: Facets and Analysis. Delhi: B. R. Publishing.
4. Jennex, Murray E. (2007). Knowledge Management: Concepts, Methodologies, Tools and Applications. New York: Information Science Reference.
5. Kao, Mary L. (2005). Cataloguing and Classification for Library Personnel. Mumbai: Jaico.
6. Krishan Kumar. (2018). Library Administration: Theory and Practice. New Delhi: S.Chand.
7. Kumar, PSG. (2003). Knowledge Organization, Information Processing and Retrieval Theory. Delhi: B. R. Publishing.
8. Pathak, LP. (2000). Sociological Terminology and Classification Schemes. New Delhi: Mittal Publications.
9. Ranganathan, S.R. (2006). Philosophy of Library Classification. Bangalore: Ess Ess.
10. Singh, Sonal. (1998). Universe of Knowledge: Structure & Development. Jaipur: Raj Publishing.
11. Sood, S. P. (1998). Universe of Knowledge and Universe of Subjects. Jaipur: G. Star Printers.
12. Taylor, AG. (2006). Introduction to Cataloguing and Classification Ed.10th USA: Atlantic.

Course Outcome: After completion of course, students will be able to:

- CO1: Plan the acquisition of library materials considering user needs, curriculum

requirements, and institutional objectives.

- CO2: Apply effective selection criteria to acquire library materials that align with the collection development policy, ensuring relevance, quality, and diversity.
- CO3: Manage library budgets judiciously to maximize material acquisition while adhering to budgetary constraints and institutional priorities.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO1, PO2, PO5, PSO3, PSO6, PSO7
CO2	PO2, PO3, PSO5, PSO7
CO3	PO2, PO5, PSO3, PSO5

DLSC0006: INFORMATION PROCESSING AND RETRIEVAL : THEORY

Objective: The goal of this course is to provide students with a solid understanding of cataloging theory, covering the fundamentals of library cataloging, the evolution of catalog codes, and the latest trends in cataloging practices.

Credits: 04

L:3 T:1 P:0

Module No.	Content	Teaching Hours
I	<p>Library cataloguing: meaning, need and purpose, physical forms and types of library catalogues.</p> <p>Subject cataloguing: types of subject catalogues, methods of deriving subject heading. chain procedure</p> <p>Library catalogues codes- CCC and AACR-II; rules for filling enteries- CCC and AACR-II</p>	28
II	<p>Principles and rules on cataloguing principles (ICCP), features of anglo-american cataloguing rules (AACR), features of classified catalogue code (CCC) and rendering of Indic names and use of vocabulary control devices in cataloguing.</p> <p>Knowledge cataloguing and book cataloguing, basic concepts meanings, purpose and function of cataloguing schedule and its components, notation kinds.</p>	24

Recommended Reading

1. American library association. (1968). ALA Rules for filing catalog cards. Chicago: ALA.
2. Bakewell, K. G. B. (2014). A Manual of Cataloguing Practice: International Series of Monographs in library and Information Science (Vol. 14). Elsevier. catalogue code. 5th ed. Bombay: Asia.
3. Chambers, Sally (ed.) (2013). Catalogue 2.0: The future of library catalogue. London: Facet.
4. Girja Kumar, &Krishan Kumar. (1988). Theory of cataloguing. 5th ed. New Delhi: Vikas.
5. International Federation of Library Associations and Institutions & International Federation of Library Associations and Institutions. (2011). ISBD: International Standard Bibliographic Description. Berlin: De Gruyter Saur.
6. Joint Steering Committee for Revision of AACR, & American Library Association. (2005). Anglo American cataloguing rules. (2nd ed). (1988). Chicago: American Library Association.
7. Library of Congress. (2000). MARC 21 concise format for bibliographic data. Washington D.C.: Library of Congress, Network Development and MARC Standards Office.
8. Ranganathan, S. R. (1964). Classified Catalogue Code with additional rules for Dictionary
9. Richard, Gartner (2016). Metadata: knowledge from antiquity to the semantic web. London: Springer.
10. Welsh, A., &Batley, S. (2012). Practical Cataloguing: AACR, RDA and MARC 21. Facet Publishing.

Course Outcome: After completion of course, students will be able to:

- CO1: Understand library cataloguing and its need and purpose.
- CO2: Identify different physical forms and types of library catalogues.
- CO3: Recognize various types of subject catalogues.
- CO4: Familiarize with library catalogue codes, particularly CCC and AACR-II.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO1, PO2, PSO2, PSO6
CO2	PO1, PO2, PSO2, PSO5
CO3	PO1, PO2, PO5, PSO2
CO4	PO1, PO2, PSO2, PSO7

DLSK0007: INFORMATION PROCESSING AND RETRIEVAL : PRACTICAL

Objective: The course aims to equip students with practical skills in both descriptive and classified cataloging of printed monographs, using AACR-2 and CCC, and in deriving subject headings.

Credits: 02

L:0 T:0 P:4

Module No.	Content	Teaching Hours
I	Practice Cataloging of under mentioned type of documents for a catalogue by Classification Cataloguing Code 5th edition. Books involving personal authorship with shared responsibilities and series in note. Book involving corporate authorship. Books involving pseudonymous authors. Books requiring titles as heading. Composite books. Multi volume books. Periodical publication.	28
II	Practice Cataloging of under mentioned type of documents for a catalogue by using the Anglo-American Cataloguing Rules-II. Books involving personal authorship with shared responsibilities and series in note. Book involving corporate authorship. Books involving pseudonymous authors. Books requiring titles as heading. Composite books. Multi volume books. Periodical publication.	24

Recommended Reading

1. Krishan Kumar. (2018). An Introduction to Cataloguing Practice. Ed.1st New Delhi: S.Chand.
2. Sehgal, R.L. (1996). Cataloguing Practice AACR-II. New Delhi: Ess Ess Publication.
3. Sehgal, R.L. (2000). Cataloguing Practice CCC. New Delhi: Ess Ess Publication.
4. American Library Association, Canadian Library Association, Cilip. (2005). Anglo-american cataloguing rules. Ed.2nd. London: Library Association.
5. Miller Joseph. (2010). Sears list of subject headings 15edn. Wilson: New York.
6. Ranganathan S R. (2007). Classified catalogue code with additional rules for dictionary catalogue code. Ed.5th. (with amendments), Bangalore: Sarada Ranganathan Endowment for Library Science.

Course Outcome: After completion of course, students will be able to:

- CO1: Understand the principles and theories underpinning library cataloging.
- CO2: Understand to organize library materials in accordance with standardized rules and best practices.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO1, PO2, PSO2
CO2	PO1, PO5, PSO2, PSO7

DLSC0008: REFERENCE SOURCES AND SERVICES

Objective: To develop an understanding of the concepts, nature, and distinguishing features of various information sources and services. It also focuses on the criteria for evaluating major reference sources available in libraries

Credits: 04

L:3 T:1 P:0

Module No.	Content	Teaching Hours
I	Information, definition, data, knowledge, documentary sources of information; print and non -print: categories: primary, secondary and tertiary. Reference services: need, types (orientation ready & long range reference services) qualities of reference librarian. Information services and products: alerting services, bibliographic services, document delivery, online services, translation services, reprographic services.	28
II	Reference sources and their evaluation: encyclopaedia, dictionaries, directories, geographical sources. Bibliographical sources: types and importance, comparative study of INB and BNB. indexing and abstracting services, need and importance.	24

Recommended Reading

1. Krishan Kumar. (2018). Reference Service. New Delhi: S.Chand.
2. Ranganathan,S.R. (2006). Reference Service. New Delhi:Ess Ess Publication.
3. Garkoti, G.K. (2013). Concise Encyclopaedia of Library and Information Technology. New Delhi: Ess Ess Publication.
4. Jeevanvv. (2003). VKJ., Digital Libraries. New Delhi: Ess Ess Publication
5. Ganguly, R.C. (2007). Digital Libraries: Challenges and Prospects. Coimbatore : Isha Books.
6. <https://www.scopus.com/search/form.uri?display=basic#basic>
7. <https://pubmed.ncbi.nlm.nih.gov/>
8. <https://www.sciencedirect.com/>
9. <https://www.emerald.com/insight/>
10. <https://economicoutlook.cmie.com/>
11. <https://www.scconline.com/>

Course Outcome: After completion of course, students will be able to:

- CO1: Identify and differentiate between reference services types and essential librarian qualities.
- CO2: Assess the role of various information services and products in meeting user needs.
- CO3: Evaluate the reliability of reference sources for accurate information.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO3, PO5, PSO1, PSO3, PSO4
CO2	PO1, PO3, PSO5
CO3	PO3, PO5, PSO7

DLSC0009: INFORMATION SYSTEM AND SERVICES

Objective: To provide students with a comprehensive understanding of information systems and services in library and information science, covering topics such as information retrieval systems, database management, digital libraries, and user services.

Credits: 04

L:3 T:1 P:0

Module No.	Content	Teaching Hours
I	<p>Concept of Specialized Information Systems and Services Information: Definition, need, purpose & importance. Components of Specialized Information System IT & Specialized Information System Qualities and qualification of a reference librarian and information officer Search Strategies. Methods of dissemination of Information: Current awareness services(CAS). Selective dissemination of information(SDI).</p>	28
II	<p>Information systems: NISSAT Index: Definition, Needs and Kinds of Indexing Services. Abstract & Abstracting services: Definition, Types & Uses Organization and services: UNESCO, IFLA, NISCAIR, NASSDOC, DESIDOC, VINITI. Database: concepts and components database structures, file organization and physical design, database management system Basic functions, potential uses, basics of internet search engines and meta search engines internet search techniques, e-resources and online databases.</p>	24

Recommended Reading

1. Guha, B. (1978). Documentation and Information Services Ed.2nd. Calcutta: World Press.
2. Krishan Kumar. Reference Service. New Delhi: Vikas Publication.
3. Lancaster, FW. (1998). Indexing and Abstracting in Theory and Practice. Illinois: University of Illinois.
4. Panley, EPC. (1979). Technical Paper Writing Today. Boston: Houghton.
5. Ranganathan, SR. (2006). Reference Service. Bangalore: Sarada Ranganathan Endowment.
6. Seetharama. (2016). S., Information Consolidation and Repackaging Framework, Methodology, Planning. New Delhi: Ess Ess Publications.
7. Walford, AJ. (1998). Guide to Reference Materials (3 Vols). London: Library Association.
8. Gupta, Sangita. (2017). Innovative Challenges in Information Services. New Delhi: Kutub Publications.
9. <https://www.scopus.com/search/form.uri?display=basic#basic>
10. <https://pubmed.ncbi.nlm.nih.gov/>
11. <https://www.sciencedirect.com/>
12. <https://www.emerald.com/insight/>
13. <https://economicoutlook.cmie.com/>
14. <https://www.sconline.com/>
15. <https://web.p.ebscohost.com/ehost/>
16. <https://www.turnitin.com/>
17. <https://www.drillbitplagiarism.com/>
18. <https://delnet.in/index.html>
19. <https://indcat.inflibnet.ac.in/>

Course Outcome: After completion of course, students will be able to:

- CO1: Identify the components of specialized information systems and their role in providing targeted services.
- CO2: Explore the basic functions and potential uses of e-resources and online databases.
- CO3: Acquire skills in utilizing internet search engines, meta search engines, and internet search techniques to retrieve relevant information effectively

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO3, PO5, PSO3, PSO4
CO2	PO4, PO5, PSO4, PO6
CO3	PO3, PO4, PSO7, PSO8

DLSC0010: INFORMATION TECHNOLOGY IN LIBRARIES

Objective: To explore the various applications of Information Technology in libraries, focusing on concepts of library automation, planning, and implementation. The course will also examine different modules of library management software packages.

Credits: 04

L:2 T:1 P:2

Module No.	Content	Teaching Hours
I	Introduction to Library Automation Introduction, Evolution of Library Automation, Automated Library Systems, Automated Library System: Trends and Future, Library Software Package: Brief introduction of softwares, their utility, commands and application. (A) Granthalaya (B) KOHA (C) Libsys (D) SOUL.	35
II	Different Software for Libraries: On line Search Engine, OPAC DBMS Digitalization of Libraries Digital library system, Features of DLS, Institutional Repository Digital Library and it's Software features and function e.g. Dspace & GSDL	30

Recommended Reading

1. G Breeding, M. (2007). Library technology guides: key resources in the field of library automation.
2. Cohn, John M. & Kelsey, Ann L and Fiels, Keith Michael. (1992). Planning for automation: a how-to-do-it manual for librarians. New York: Neal-Schuman.
3. Duval, B.K. and Main, L. (1992). Automated library systems: a librarian's guide and teaching manual. Westport, USA: Meckler.
4. Wilson, K..(2012). Introducing the next generation of library management systems. Serials Review. 38.2, pp. 110-123.
5. Haravu, L. J. (2004). Library automation: design, principles and practices. New Delhi: Allied Publishers Private Limited.
6. Breeding, M. (2009). The viability of open source ILS. Bulletin of the American Society for Information Science and Technology, 35.2, pp. 20-25.
7. <https://koha-community.org/>
8. <https://www.greenstone.org/>
9. <https://dspace.lyrasis.org/>
10. <https://egranthalaya.nic.in/>
11. <https://www.libsys.co.in/>
12. <https://soul.inflibnet.ac.in/>

Course Outcome: After completion of course, students will be able to:

- CO1: Understand the concept and evolution of library automation, including the historical background and advancements in automated library systems.
- CO2: Gain familiarity with different library software packages.
- CO3: Understand the features and functions of digital library software and their role in managing digital collections effectively.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO4, PO5, PSO4, PSO5
CO2	PO4, PO5, PSO5, PO8
CO3	PO4, PO4, PSO4, PSO5

DLSK0011: Internship Programme

- c. Report on Training Activities
- d. Viva-Voce (Bases on Internship)

Objective: To train students to adapt to current library working conditions and future opportunities by sharing experiences with senior Library and Information Science (LIS) professionals.

Credits: 04

L:0 T:0 P:8

Description:

This course provides an in-depth examination of the principles and practices involved in the organization and management of library collections, both in physical and digital formats. Through the analysis of a real-world case study involving the arrangement of 2000 books, students will gain practical insights into the challenges and strategies associated with optimizing library resources for improved accessibility and usability.

Course Outcome: After completion of course, students will be able to:

- CO1: Analyze the principles of physical and digital arrangement in library settings.
- CO2: Evaluate the challenges and opportunities associated with organizing a large collection of books.
- CO3: Demonstrate proficiency in categorizing and classifying books according to subject matter, genre, or other relevant criteria.

Mapping of Course Outcomes(COs) With Program Outcomes(POs) and Program Specific Outcomes (PSOs)

COs	POs/ PSOs
CO1	PO2, PO5, PSO4, PSO6
CO2	PO1, PO3, PSO6, PSO7
CO3	PO4, PO5, PSO2