

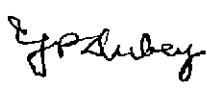


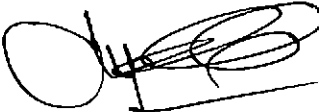
ALLAHABAD STATE UNIVERSITY, ALLAHABAD

Minutes of the Board of Studies for Library & Information Science held on 3rd Aug. 2017 at 10:00 a.m. in the Allahabad State University, C.P.I. Building, M.G. Marg, Allahabad.

The Board of Studies is constituted by the Vice Chancellor to frame Rules, Regulations and Syllabi for the Library & Information Science in Allahabad State University, Allahabad. The following members were present in the meeting:

- | | | |
|--------------------------|--------------------------|----------|
| 1 Prof. Y.P.Dubey | Banaras Hindu University | Member |
| 2 Prof. H.N. Prasad | Banaras Hindu University | Member |
| 3 Prof.N.R.Satyanarayana | Lucknow University | Member |
| 4 Dr.. J.L. Upadhyay | DDU Gorkhpur University, | Convener |

After detailed discussion, the Board recommended the guidelines and details of Bachelor of Library & Information Science (B.L.I.Sc.), its admission criteria, duration of course and course content. The detailed proceeding is enclosed here with.

			
(Prof. Y.P.Dubey) Member	(Prof. H.N. Prasad) Member	(Prof. N.R. Satyanarayana) Member	(Dr. J.L. Upadhyay) Convener

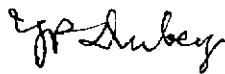
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(Prof. Y.P.Dubey)
Member



(Prof. H.N. Prasad)
Member



N.R. Satyanarayana
3.8.17
Member



(Dr. J.L. Upadhyay)
Convener

Allahabad State University, Allahabad

Bachelor of Library and Information Science (B.L. I.Sc.) Syllabus

The Library and Information Science has the attributes of being a discipline of disciplines. The subject commenced its advent with a clinical approach and gradually attained the status of a scientific field, emerged subsequently as one of the subjects of highly interdisciplinary approach, with a blend of theories and practices incorporated from a host of other subjects. The subject area under discourse in its fold has thus imbibed applications from diverse subjects like; Psychology, Statistics, Linguistics, Computer & Information Technology and also from many others. The convergence of these fields with LIS has led to its transformation, towards a new professional profile, either to attribute only to libraries, but now expresses itself as a field, intensively dealing with information science & technology. (UGC. Model Curriculum.)

It is an undeniable truth that library is one of the major source for providing means to acquire and assimilate knowledge of any subject. Library and Information Science has an important role to play to understand the functioning and principles related to the same. In other words library are now being used as not only the source of knowledge through reading but now a days it can also be used as a very important source of Information. In keeping this in view of the significance & relevance of Library and Information Centre, the library and information science curricula at graduation level has been designed in Allahabad State University as a course of study for Bachelor of Library and Information Science degree. This B.L.I.Sc. course is a one academic year professional course.

The objectives of this course are as follows:

After going through this course students will be able to:

- (i) Acknowledge as well as understand that fundamental principles and theories of Library and Information Science.
- (ii) Understand the social, Cultural and Academic nature of library & information science.
- (iii) Develop awareness about legal, ethical, political & economic aspects of information & its use,
- (iv) Accept the recent theories and researches done by the western specialists in the field of library & information science in the Indian context.
- (v) Develop Competence in enhancing information handling skills of users;
- (vi) Develop skills to perform library operations and to evaluate library and information centre performance;
- (vii) Develop skills in using computers & communication Technologies;
- (viii) Familiarize with the standards connected with library networking;
- (ix) Understand and appreciate the Library & Information profession; and

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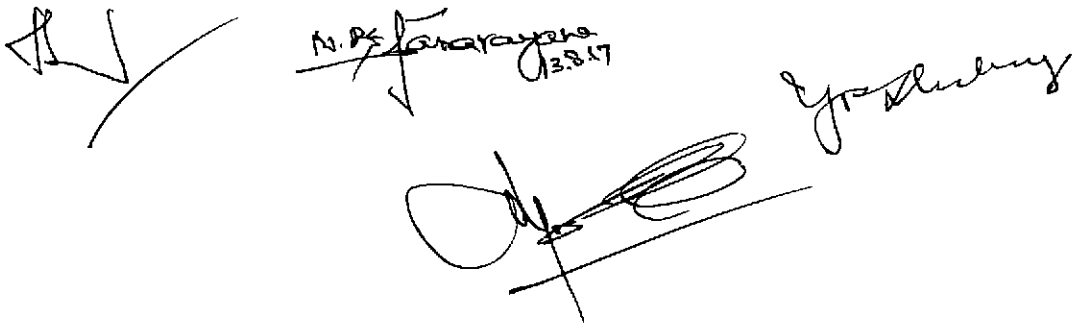
- (x) Develop a sense of individual, institution, societal and professional responsibility and commitment.

Curriculum Guidelines:

1. The course "Bachelor of Library and Information Science" is one year course for the Allahabad State University, Allahabad.
2. The students who have passed in all theory papers and practicals will be awarded the Degree of Bachelor of Library and Information Science.
3. The candidates seeking admission must possess graduate or post graduate degree with a minimum of 50% marks from Allahabad State University or any other recognized University.
4. The student who has completed regular classroom study and tutorials with the prescribed percentage of attendance as per University Rules can appear in the annual examination for the degree of B.L.I.Sc..
5. Every student has to compulsorily participate in the theoretical, practical and sessional work. 75% of the attendance is compulsory in the lectures organized on theoretical and practical aspects of the course. The information related to the attendance may be displayed periodically.
6. During the study period of B.L.I.Sc. Course, student can not accept any full time employment or part time work or get admission in any other course

Examination Rules :

1. The students of B.L.I.Sc. can write the examination either in Hindi or English.
2. The course content of Bachelor of Library and Information Science would be as follows :



The image contains three handwritten signatures and initials. On the left, there is a stylized signature consisting of a large 'A' and a diagonal line. In the center, there is a signature that reads 'N. P. Faraz' with the date '13.8.17' written below it. On the right, there is a signature that appears to be 'S. K. Singh'.

**BACHELOR OF LIBRARY & INFORMATION SCIENCE
(B.L.I.Sc.)
One Year Degree Course
COURSE CONTENTS**

Paper No.	Paper Title	Sessional Marks	Exam. Marks	Total Marks
I	Foundations of Library and Information Science	30	70	100
II	Management of Libraries & Information Centers/Institutions	30	70	100
III	Knowledge Organization and Information Retrieval (Theory)	30	70	100
IV	Knowledge Organization : Practice I	30	50	100
	Vive-voce		20	
V	Library & Information Technology : Theory	30	70	100
VI	Information Sources	30	70	100
VII	Information Users, Systems and Services	30	70	100
VIII	Knowledge Organization Practice II	30	50	100
	Vive-voce		20	
IX	Computer Application Practical	30	50	100
	Vive-voce		20	
Grand Total				900


- In case of practical exams of Knowledge Organization Practice-I (Paper IV) and Knowledge Organization Practice-II (Paper VIII) and (Paper IX) Computer Application Practical will be jointly conducted by both External and Internal Examiner with the following distribution of marks- Practical (50) viva-voce (20).
- The Scaling of marks on theory papers will be as follows:

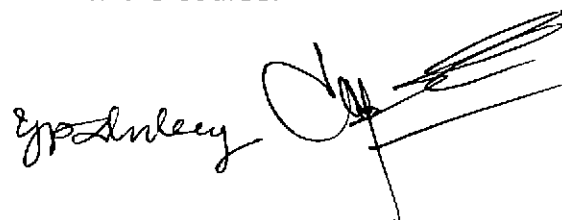
Maximum Marks in each paper	100 Marks
Minimums pass Marks	40% in Aggregate and 36% in each paper.
First Class	60% and above.
Second Class	45% " "
Pass Class	40% " "
Distinction	75% in a Paper

3. Re-examination:

If any student fails in the examination, he/she will be eligible to appear in the examination for the two next academic sessions as ex students.

Failed students will appear in the examination as ex-student in accordance with the curriculum applicable at the time of his/her admission to the course.

 N. R. [Signature] 3.8.17



**Course Content of B.L.I.Sc.
Paper-I**

FOUNDATIONS OF LIBRARY & INFORMATION SCIENCE

Unit-I : Essentials of Library and Information Science

- Librarianship as a profession
- Library ethics
- User education
- Public relation
- Extension service
- Library building

Unit-II : Conceptual framework and history of libraries

- Social foundation of libraries
- History of libraries
- Development of libraries in India, U.S.A and Britain
- Five laws of library science
- Types of libraries

Unit-III Laws relating to libraries and information centers

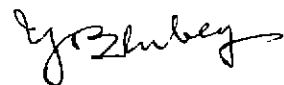
- Library legislation-need and essential features
- Public Library acts in India
- Press and Registration Act and delivery of books (Public Library) Act
- Copyright Act

Unit-IV Professional Associations

- Role and contribution of national organizations such as UGC, ILA, IASLIC,
- RRRLF in the growth and development of libraries in India
- Role and contribution of International Organizations such as ALA, IFLA, UNESCO, ASLIB in the growth and development of Libraries.



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3.8.17



PAPER-II

MANAGEMENT OF LIBRARY & INFORMATION CENTRES/INSTITUTIONS

Unit-I Essentials of Management

- Concept, history and functions of management
- Principles of scientific management
- Total Quality Management

Unit-II Library Management-general aspects

- HRM
- Delegation of Power
- Job description, analysis, specification and evaluation
- Selection and Recruitment; Staffing
- Motivation
- Training and Development
- Performance appraisal

Unit-III Library Management –specific aspects

- Library authority and library committee
- Different sections of libraries and their working
- Annual report
- Care & preservation of library resources (printed and digital)
-

Unit-IV Financial Management in Libraries

- Library Finance and Budgeting
- Resources Mobilization including outsourcing
- Cost effectiveness & cost benefit analysis



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Anarajana
3.8.17



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PAPER-III

KNOWLEDGE ORGANIZATION AND INFORMATION RETRIEVAL (Theory)

Unit-I Knowledge Organization-Library Classification

- Knowledge organization and subject organization
- Concept and theory of library classification
- Species of library classification
- Normative principles of library classification
- Standard schemes of library classification and their features
- Recent Trends in library classification
- Book Number Schemes

Unit-II Knowledge Organization-Library Cataloguing

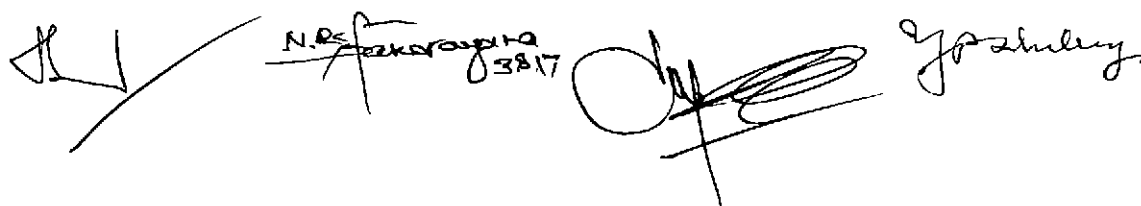
- Concept and history of library cataloguing
- Purpose, structure, types and physical forms of library catalogue OPAC
- Codes of library cataloguing
- Normative principles of library cataloguing
- Centralized and cooperative cataloguing, simplified and selective
- Cataloguing, Union Catalogue
- Machine Readable/Bibliographic Format
- Subject heading lists and Thesaurus

Unit-III Information retrieval-Indexing & Abstracting

- Concept of Index and Indexing
- Pre-coordinate indexing-Chain,
- Post-coordinate indexing -UNITERM
- Concept of Abstract and Abstracting
- Steps of abstracting

Unit-IV : Information retrieval & web

- Concept of Electronic information retrieval
- Search techniques for Internet

The bottom of the page contains several handwritten signatures and a stamp. From left to right: a signature that appears to be 'S. L.', a stamp with the text 'N. R. S. 3817' and some illegible text, a large circular stamp with a signature inside, and a signature that appears to be 'G. S. S. S. S.'.

PAPER-IV

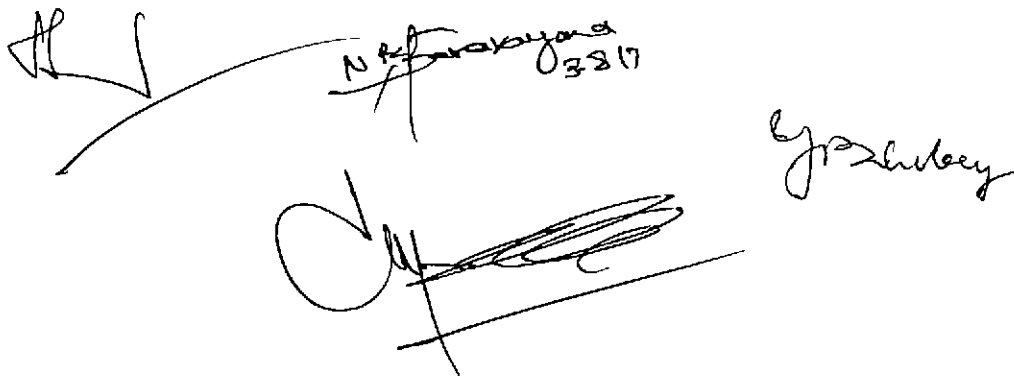
KNOWLEDGE ORGANIZATION: PRACTICE-I

Unit-I Classification of documents (using DDC)

- Classification of documents with the latest edition of Dewey Decimal Classification with the following details: Main Classes, Divisions, Sectors, Sub-sectors, Auxiliary Tables.

Unit-II Classification of documents (using CC)

- Classification of documents by 6th rev. edition of CC with the following details: Basic Subject, Compound and Complex Subject, Phase Relations, Common Isolates etc.

Handwritten signature and scribbles. The signature includes the name "N. P. Parashar" and the number "03217". To the right, there is another signature that appears to be "G. P. Shukla".

PAPER-V

LIBRARY AND INFORMATION TECHNOLOGY (Theory)

Unit-I : Information technology-I

- Concept of information technology
- History, classification and generation of computers, computer hardware and software, operating systems- UNIX and WINDOWS,
- Programming Languages, Algorithm & Flow Charting

Unit-II : Information technology-II


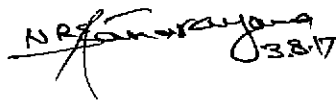
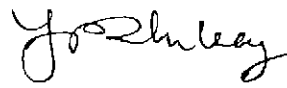

- Information and Communication Technology
- Micrographic technologies-general aspects

Unit-III : Library automation

- Concept and need of library automation
- Planning and implementation of library automation
- In-house operations (Acquisition, Cataloguing, Circulation, Serials Control)
- Library software including open source software, Trends in library automation such as use of RFID etc.

Unit-IV : Web Based Technology

- World Wide Web, Web 2.0
- Repositories
- Digital libraries
- Library 2.0

**PAPER-VI
INFORMATION SOURCES**

Unit-I Information sources - I

- Concept of information sources
- Evaluation of Information Sources
- Primary sources of information -journals, conference volumes, patents,
- research reports, thesis and their electronic form

Unit-II Information sources -II

- Secondary sources of information-Bibliography, Encyclopedia, Dictionary
- Yearbook, Directory, Biographical Source, Geographical Source, text book,
- Index and abstract and their electronic form
-

Unit-III Information sources -III

- Tertiary source of information-Bibliography of bibliographies and guide to literature and their electronic form

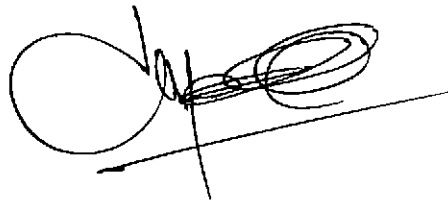
Unit-IV Information sources -IV

- Human resources
- Institutional information sources
- Mass media
- Database



N.R. ~~Sharma~~ 38.17

Y.P. Shukla



PAPER-VII
INFORMATION USERS, SYSTEMS AND SERVICES

Unit-I Information users

- Information users and their information needs
- Methodology of user studies
- Critical review of some large scale user studies
- Evaluation of user survey

Unit-II Information systems

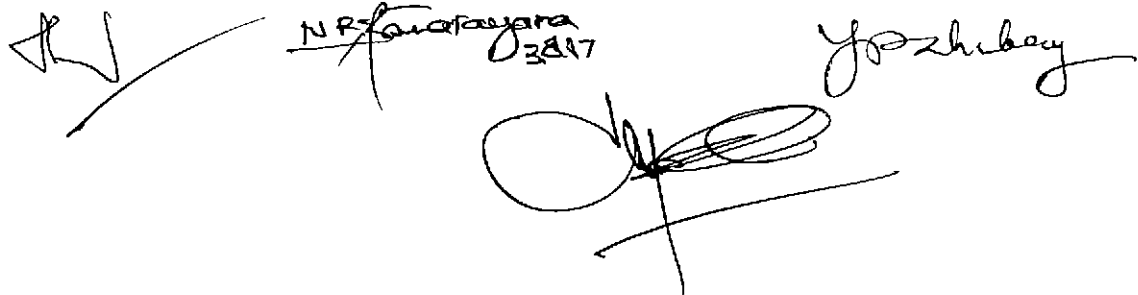
- Characteristics and scope of information systems
- International information systems (like AGRIS, INIS),
- National information systems (like NISCAIR, NASSDOC)

Unit-III Reference and Information Service

- Concept, purpose and types of reference service,
- Organization of reference section,
- Trends of reference service in digital age.
- Types of information service: CAS, SDI, Abstracting, Indexing, Reprography, Translation, Literature search, Document delivery services;

Unit-IV Information products

- Concept of information products
- Types of information products: Bibliography, In-house Journals,
- Newsletters, Trade and Product bulletins, State of the art reports, Trend reports.

The image shows four handwritten signatures or initials. From left to right: 1. A stylized signature consisting of a triangle and a horizontal line. 2. The name 'N R. Anantayara' written in a cursive script, with the number '03817' written below it. 3. A large, circular, scribbled signature. 4. The name 'Yashubay' written in a cursive script.

PAPER-VIII

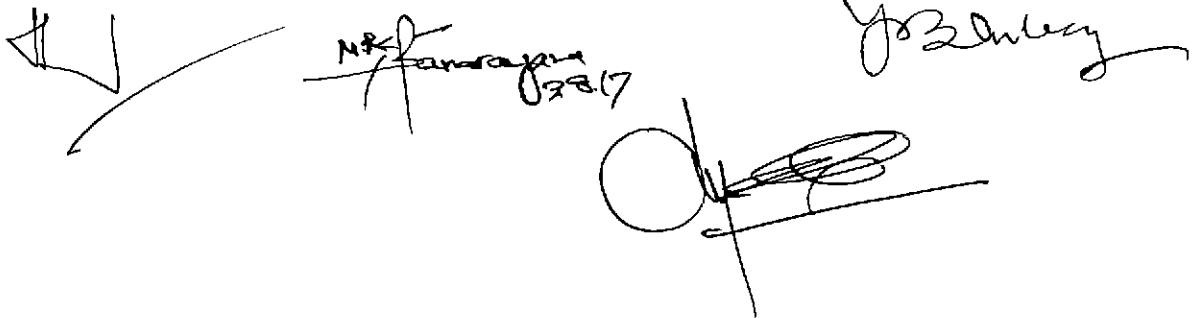
KNOWLEDGE ORGANIZATION: PRACTICE-II

Unit-I Cataloguing of documents (using AACR-IIR)

- Cataloguing of books and periodicals in accordance with the latest edition of AACR and Sears List of Subject Headings

Unit-II Cataloguing of documents (using CCC)

- Cataloguing of books and periodicals in accordance with the latest edition of CCC.



The image contains several handwritten marks and signatures. On the left, there is a large, stylized arrow pointing downwards and to the right. In the center, there is a signature that appears to be 'N.R. Ramayana' with '022/17' written below it. To the right of this, there is a large, circular stamp or mark with a horizontal line through it. Further to the right, there is another signature that appears to be 'Y. S. Srinivas'.

