

RAMA DEVI WOMEN'S UNIVERSITY,
BHUBANESWAR-751022



LIBRARY & INFORMATION SCIENCE
B.A. (HONS & PASS) SYLLABUS
UNDER
CHOICE BASED CREDIT SYSTEM
2016 ONWARDS

Recommended
in Degree (Pass & Hons)
Library & Inf Sci
Under CBCS.

2/8/16

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LIBRARY & INFORMATION SCIENCE CHONS)

SEMESTER- I

FUNDAMENTALS OF LIBRARIANSHIP (THEORY & PRACTICE)

Paper- I	Core Course	Full Marks-100	Credit Points-06
UNIT-I	INTRODUCTION Library & Information Centers: Types, Characteristics Functions (i) Types of Libraries and Information Centers, Features and Functions (ii) Five Laws of Library Science and Their Implications (iii) Scope of Library & Information Science, National Information Policy (iv) Information Literacy		
UNIT- II	INFORMATION & COMMUNICATION (i) Data, Information and Knowledge :Characteristics (ii) Communication theories, models (iii) Barriers to Communication (iii) Emergence of Information Society		
UNIT -III	LIBRARY LEGISLATION (i) Salient features of Library Legislation (ii) Brief study of Library Acts in different states of India (iii) Library Acts of Odisha (iv) Intellectual Property Rights, Copy Right Act, Right to Information Act		
UNIT -IV	LIBRARY ASSOCIATION & INSTITUTIONS (i) Library Association: Objectives & functions (ii) Role of National & International Association & Institutions (iii) Role of UNESCO & RRRLF for development of Libraries (iv) Library Education in India		
UNIT -V	LIBRARY & INFORMATION USERS (i) Categories of Library & Information Users (ii) Information Needs: Definition & Models (iii) Information Seeking Behaviors (iv) Techniques of Assessing Information Needs		
Practical	25 Marks (Information Literacy / Information Seeking Behavior)		

SEMESTER- I

LIBRARY CLASSIFICATION (THEORY & PRACTICE)

Paper-II	Core Course	Full Marks- 100	Credit Points-06
UNIT-I	LIBRARY CLASSIFICATION: BASICS (i) Definition need and function , (ii) Characteristics of classification scheme (iii) Enumerative and faceted classification scheme		
UNIT- II	KNOWLEDGE CLASSIFICATION & BOOK CLASSIFICATION (i) Features Knowledge classification (ii) Features of Book classification (iii) Use of Book Classification in Knowledge Classification		
UNIT -III	KNOWLEDGE ORGANIZATION IN DDC (i) Structure & Features of DDC, (ii) Schedules, Tables, Index (iii) Principles Construction of Class Numbers		
UNIT-IV	KNOWLEDGE ORGANIZATION IN CC (i) Features of CC (ii) Schedules, Tables, Index in CC (iii) Phase Relation, Devices ,Common Isolates		
UNIT	NOTATION (i) Definition, Need, Purposes of Notations (ii) Structure of Notation (iii) Qualities of Notation		
Practical	Construction of Class number by using DDC & CC (Available Edition)		

SEMESTER- II

**LIBRARY CATALOGUING(BIBLIOGRAPHIC DESCRIPTION OF PRINT MATERIALS)
(THEORY & PRACTICE) (HONS)**

Paper -III	Core Course	Full Marks- 100	Credit Points-06
UNIT-I	BASICS OF CATALOGUING (i) Library catalogue-Definition, Purpose & Function (ii) Relationship between Library Catalogue & Bibliography (iii)Types of catalogue- Dictionary & Classified		
UNIT- II	BIBLIOGRAPHIC DESCRIPTION (i)Physical forms of Library Catalogue (ii)Kinds of entries- Main & Added Entries (iii)Overview of Document Description- Sources of Bibliographic Data		
UNIT -III	CATALOGUE CODES (i)Historical Development of Cataloguing Codes (ii)AACR- 2 (iii)Classified Catalogue Codes(CCC)		
UNIT-IV	CANONS OF CATALOGUING (i)Normative Principles & Cannons (ii)Rules of Choice of Headings of Personal Authors in AACR-2 (iii) Rules of Choice of Heading in Monographic Publications		
UNIT-V	LIST'S OF SUBJECT HEADINGS (i)List of Subject Headings – SLSH (ii)LCSH (iii)Subject Cataloguing		
Practical	Cataloguing of Book Materials According to AACR-2 (Personal Authors & Simple Periodicals)		

SEMESTER- II

ORGANIZATION OF NON-BOOK MATERIALS (THEORY & PRACTICE)

Paper-IV	Core Course	Full Marks- 100	Credit Points-06
UNIT-I	NON-BOOK MATERIALS: NATURE & CHARACTERSTICS (i) Definition, Types, Importance (ii)Problems of Non-Book Materials & their nature. (iii) Cartographic Materials, Manuscripts & Music: their Nature & Scope		
UNIT- II	ORGANIZATION OF NON-BOOK MATERIALS (i)Microforms, Sound Recordings, Motion Pictures, Video Recordings, Magnetic Media & Optical Media: their Nature & Scope (ii)Management of Collection (iii)Identification & Arrangement: Methods indicating type of Non-Book Materials		
UNIT - III	NON-BOOK MATERIALS AS SOURCES OF INFORMATION (i) Non-Book Materials as a Sources of Information in Different Subjects (ii)Subject Analysis & Representation (iii) Methods of Storage: Shelving, Handling, Care & Preservation		
UNIT - IV	BIBLIOGRAPHIC DESCRIPTION (i) Problems of Bibliographic description (ii) Sources of Information for Bibliographic Description (iii) Standards of Bibliographic Description		
UNIT -V	CHOICE & RENDERING OF HEADINGS (i) Music (ii)Sound Recordings, Motion pictures and Video Recordings (iii) Cartographic Materials, Manuscripts		
Practical	Cataloguing of Non-Book materials According to AACR-2(Cartographic Materials: Map, Globe, Atlas)		