

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE

COURSE CURRICULUM & MARKING SCHEME

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

(DPBL01)

Semester I & II

Session 2024-25



D. P. VIPRA COLLEGE

(An Autonomous institution)

Bilaspur(C.G)

NAAC Accredited Grade "A"

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Scheme of B. Lib. &Isc. Programme under Semester System

Programme Code & Name: — DPBL01 – B.Lib & Isc

Session 2024-25

Paper	Courses Code	Subject	Credit			Total Credit	Marks				
			L	T	P		ESE	CIA	Total		
									Max	Min	
Semester I											
Paper-I	BIST101	Library Organization and Management	3	1	-	4	70	30	100	40	
Paper-II	BIST102	Library Cataloguing - and Bibliography	3	1	-	4	70	30	100	40	
Paper-III	BIST103	Reference sources and Services	3	1	-	4	70	30	100	40	
Paper-IV	BISP101	Library cataloguing (Practice)	-	-	4	4	70	30	100	40	
		Total				16	280	120	400	160	
Semester II											
Paper-I	BIST201	Documentation and 3 Information Services	3	1	-	4	70	30	100	40	
Paper-II	BIST202	Computer Application in Libraries	3	1	-	4	70	30	100	40	
Paper-III	BIST203	Library Classification (Theory)	3	1	-	4	70	30	100	40	
Paper-IV	BISP201	Library Classification (Practice)	-	-	4	4	70	30	100	40	
		Total				16	280	120	400	160	
		Grand Total				32	560	240	800	320	

Program Code and Name	DPMA - 01			Semester	II
Exam Code and Name	B.LIB-SECOND SEMESTER			Paper	I
Course Code	BIST - 201			Course Type	T
Course Title	Documentation and Information Services				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	After studying this paper, students shall be able to: <ol style="list-style-type: none"> 1. Understand the documentation and know about documentation work and services and their scope 2. Know about information science and information services. 3. Understand the Abstracts qualities of good abstracts and evaluation abstracting services. 4. Know about Pre-coordinate indexing and post-co-ordinate indexing and also Know about Citation Indexing. 5. Understand documentation centers and systems and their activities 				

Contents of Course		
Unit	Contents	No. of Period
I	<ul style="list-style-type: none"> • Documentation: meaning and definition, its aim, scope and development • Documentation work and their scope • Documentation services and their scope • Documentation lists-their kinds and preparation • Reprographic and translation services 	15
II	<ul style="list-style-type: none"> • Information science - Its definition, aims and scope • Changing concept of information science to informatics • Sources of information- primary, secondary and tertiary • Information users-their needs and information seeking behavior • Nature of information needs • Information services: CAS, SDI, Ask a Librarian 	15
III	<ul style="list-style-type: none"> • Abstracting- definition, aims and scope • Types of abstracts • Canons of abstracting • Characteristics and qualities of good abstracts • Methods and stages of abstracting p. • Study of Chemical abstracts, Biological Abstracts, Physical Abstracts, Mathematical reviews, Psychological Abstracts, Sociological Abstracts, Library and information science abstracts, Indian library science abstracts 	15
IV	<ul style="list-style-type: none"> • Indexing- definition and functions • Pre-coordinate indexing, chain indexing, PRECIS, POPSI • Post coordinate indexing- Term entry system, peck-a-boo-system, edge notched • Punch card system • Citation indexing • Key word indexing • Documentation centers and systems- FID, VINITI, • NISCAIR, DESIDOC, NASSDOC, UNISIST AND NISSAT 	15
Total no. of Lectures		60

Text books	Documentation and Information Services
Reference books	<ol style="list-style-type: none"> 1. Documentation and Information Services, Systems & Techniques, J.K. Khanna, Y.K. Publishers, Agra 2. Documentation and Information Science, S.P. Sudh, D. Jotwani 3. Library Information Service and Systems, Pankaj Kumar Singh, Discovery Publishing House, Delhi 4. Library and Information Science, Dr.L.N. Verma, Prahlad Sharma, University Publication Jaipur

Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 100 Marks	Continuous Internal Assessment (CIA): 30 Marks	End Semester Exam (ESE) : 70 Marks
Continuous Internal Assessment (CIA)	Internal Test/Quiz- (2): 20 & 20 Assignment / Seminar: 10 Total Marks: 30	Better marks out of the two Test / Quiz + obtained marks is Assignment shall be considered against 30 Marks
End Semester Exam (ESE)	Three Section - A, B & C Section A: Q1. Objective- 10 x 1 = 10 Mark; Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks; Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;	

Program Code and Name	DPMA - 01			Semester	II
Exam Code and Name	B.LIB.-SECOND SEMESTER			Paper	II
Course Code	BIST-202			Course Type	T
Course Title	Computer Application in Libraries				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	<p>After studying this paper, students shall be able to:</p> <ol style="list-style-type: none"> 1. Know about Computer basics. 2. Understand the Hardware and Software and Carry out library housekeeping operations using library management software. 3. Find bibliographic information from Web OPAC. 4. Understand the using library management software. 5. Examine the concept of library networks and highlight their types and importance. 				

Contents of Course		
Unit	Contents	No. of Period
I	Computer Basics <ul style="list-style-type: none"> • Computer: Definition, Development and Computer Generation. • Types of computers and their use • Basic components of a computer, Computer Peripherals • Electronic data processing 	15
II	Hardware and Software Components <ul style="list-style-type: none"> • Computer Hardware: Components and Functions • Computer Software: Types and Uses • Operating System, functions and their commands: Window and UNIX/LINUX • Flow Chart 	15
III	Software Packages <ul style="list-style-type: none"> • Word Processing Packages • Desktop Publishing • Library Application Software: CDS/ISIS • Different types of Library Software, SOUL, KOHA 	15
IV	Library Automation <ul style="list-style-type: none"> • Library House Keeping Operations • Computerized Information Services • Selection of Library Software Packages • Use of INTERNET for various library activities Networking <ul style="list-style-type: none"> • Definition, Need, Client Server Architecture • Types of Networks: LAN, WAN, MAN • Network Topologies: Bus, Star, Ring etc. • Library Information Network: DELNET, INFLIBNET, CALLIBNET 	15
Total no. of Lectures		60

Text books	Computer Application in Libraries
Reference books	<ol style="list-style-type: none"> 1. Library Service and Computer, T.C.Mohanti 2. Introduction to Computers and Information Technology, Anurag Seetha, Ram Prasad & Sons, Bhopal 3. Computer Applications, Santosh Choubey, Ram Prasad & Sons, Bhopal 4. Computer Networks Fourth Edition, Andrew S. Tanenbaum, Pearso Prentice Hall

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End Semester Exam (ESE)	Three Section - A, B & C Section A: Q1. Objective- 10 x 1 = 10 Mark; Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks; Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;	

Program Code and Name	DPMA - 01			Semester	II
Exam Code and Name	B.LIB--SECOND SEMESTER			Paper	III
Course Code	BIST-203			Course Type	T
Course Title	Library Classification (Theory)				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	After studying this paper, students shall be able to: <ol style="list-style-type: none"> 1. Know about library classification, aims and their features. 2. Understand the characteristics, merits and demerits of different species of library Classification schemes. 3. Know about patient features of major classification schemes, 4. Elucidate various facets of notation and call number, 5. Understand the Postulates and Principles of Classification and Discuss the Steps in practical classification. 				

Contents of Course		
Unit	Contents	No. of Period
I	<ul style="list-style-type: none"> • Library classification: Its definition aims & function • Species of classification schemes- Enumerative & Faceted their features, merits & demerits • Basic subject & their kinds • Comparative study of colon classification & Decimal classification 	15
II	<ul style="list-style-type: none"> • Knowledge classification & its canons • Hospitality in array & chain • Facet analysis • Five fundamental categories & their postulates • Principles for facet sequence 	15
III	<ul style="list-style-type: none"> • Types of isolates: common, special • Devices used in Classification (chronological, geographical, subject, alphabetical Enumeration, superimposition & phase devices) • System & Specials 	15
IV	<ul style="list-style-type: none"> • Notation: definition, need A functions • Types, structure & qualities of notation • Mnemonics: I its types & canons • Indicator digits • Book classification: purpose & meaning • Canons for book classification • System of book number • Knowledge classification vs book classification • Rules for classifying books • Steps in practical classification Library Information Network: DELNET, INFLIBNET, CALLIBNET	15
Total no. of Lectures		60

Text books	Library Classification (Theory)
Reference books	<ol style="list-style-type: none"> 1. Pustkaly Vargikran, Prahlad Sharma, University Jaipur 2. Pustkalye Vargikran Ke Sidhant, J.S.Champawat Raj Publishing House, Jaipur 3. Granthalay Vargikran Avam Suchikran Ke Sidhant, S.P.Sood, G.D.Bhargav, R.B.S.A. Publisher 4. Granthalay Vargikran Ke Mul Tatv, S.M.Tripathi, N.S.Saukin, Y.K.Publishers 5. Granthalay Vargikran Tatha Vyavahar, Ajit Singh, Arya Publication

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End Semester Exam (ESE)	Three Section - A, B & C Section A: Q1. Objective- 10 x 1 = 10 Mark; Section B: Long Answer type questions 1 out of 2 from each unit- 4 x 5 = 20 Marks; Section C: Descriptive answer type questions 1 out of 2 from each unit- 4 x 10 = 40 Marks;	

Program Code and Name	DPMA - 01			Semester	II
Exam Code and Name	B.LIB-SECOND SEMESTER			Paper	IV
Course Code	BISP-201			Course Type	T
Course Title	Library Classification (Practice)				
Total Credit	4				
Total Marks	CIA: 30	ESE: 70	Max Marks: 100	Min. Pass. Marks: 40	
Prerequisites (if any)					
Course Outcomes	After studying this paper students shall be able to: <ol style="list-style-type: none"> 1. Construct class numbers for documents with simple, compound and complex subject. 2. Synthesize class numbers by using the standard subdivisions/common isolates/auxiliary tables. 3. Compile book numbers and be able to use index of the classification scheme. 4. Discuss the Steps in practical classification; 				

Contents of Course		
Unit	Contents	No. of Period
I	Dewey decimal classification (DDC) <ul style="list-style-type: none"> • Classification of documents with simple subject • Classification of documents with compound subjects • Classification of documents with complex subject excusing Tables 	15
II	Colon Classification (CC) <ul style="list-style-type: none"> • Classification of documents with simple subjects • Classification of documents with compound subjects • Classification of documents with complex subjects using common isolates/language isolates/time isolates and space isolates from schedules 	15
III	UNIT-III DDC and CC both Classification of documents using DDC and CC	15
Total no. of Lectures		60

Text books	Library Classification (Practice)
Reference books	<ol style="list-style-type: none"> 1. Colon Classification, S.R. Ranganathan, S.S. Publication 2. Dvibindu Vargikran Ek Saral Adhyan, U.C.Sharma, N.S.Saukin, R.K.Bhat, Alka Saksena, Y.K.Publication, Agra 3. Prayogtmak Dewey Dasmlav Vargikran (22 Sanskaran), Jay Prakash Panday, Kushal Publication, Varanasi 4. Dewey Decimal Classification 23: A Practical Approach, Dr Ajay Pratap Singh, Mayank Yuraj, Today and Tomorrow Publication

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