

Structure of CBCS Programme
Session: 2019-2020 Onwards

| Paper | Subject | Internal Marks | Examination | | Total Marks |
|--------------------|---|-----------------------|--------------------|-----------------|--------------------|
| | | | Marks | Duration | |
| 1 | Library and Information Services | 20 | 80 | 3 Hrs. | 100 |
| 2 | Library and Information Sources | 20 | 80 | 3 Hrs. | 100 |
| Total Marks | | 40 | 160 | | 200 |

Paper-1
Library & Information Services

Total Credits - 3

Unit – I

- Library Classification : Its aims and function
- Standard Schemes of Library Classification.
- System of Book Number.

Unit – II

- Information: Concept, Meaning & Definition.
- Information Transfer Cycle: Generation, Collection, Storage and Dissemination.
- Intellectual Property Rights, Copyright Act & Introduction to Plagiarism-Basic and detection.

Unit – III

National and International Information Systems:

- NASSDOC, INFLIBNET, NESCARE. DESIDOC,
- National & International Funding Agencies : ICSSR, CSIR, DRDO, UGC, World Bank, DAE, INSA

Recommend Books:

1. प्रलेखन एवं सूचना सेवाएं तथा नेटवर्क : खण्ड1 प्रलेख एवं सूचना सेवाएं खण्ड2 सूचना प्रणालियां एवं नेटवर्क/एस.एम. त्रिपाठी
2. प्रलेखन एवं सूचना विज्ञान/ जे. एल. उपाध्याय
3. Documentation and Information Science/ S.P. Sood
4. Information and its Communication /R.G. Prasher
5. Elements of Library Classification/ Dr. S.R.Ranganathan

Paper-2
Library & Information Sources

Total Credits - 3

Unit – I

- Sources of Information: Primary, Secondary and Tertiary – Documentary and Non – documentary.
- Evaluation of Reference Sources: Encyclopedias – Encyclopedia Britannica, Encyclopedia Americana, International Encyclopedia of Science and Technology, International Encyclopedia of Social Science and Technology.

Unit – II

- Bibliometrics, Informetrics & Scientometrics: Concept definition and their scope
- Citation-Concept nature and definition.
- Standards for citing bibliographical references - Chicago manual, MLA & Harvard.

Unit – III

- Reference Sources : Year Books and Almanacs – Scope & purpose
- Evaluation of Europa Year Book, Statesman’s Year Book, India: a reference Annual.

Recommend Books:

1. Fundamentals of Documentation : with special reference to India / P.S. Kawatra
2. Documentation : Genesis and Development / S.R. Ranganathan
3. संदर्भ एवं सूचना सेवा के नवीन आयाम/ एस. एम. त्रिपाठी
4. पुस्तकालय और समाज (Library and Society) /देवीदत्त चतुर्वेदी
5. Documentation and Information Services, Systems and Techniques/ J.K. Khanna