

# **One Year Degree Program in Library and Information Science**

# (Faculty of Library and Information Science)

**CBCS** Syllabus

B.Lib.I.Sc. Semester –II For Department of Library and Information Science Tuljaram Chaturchand College, Baramati

Choice Based Credit System Syllabus (2023 Pattern) (As Per NEP 2020)

To be implemented from Academic Year 2023-2024

## **Preamble :**

In context to the implementation of the National Education Policy, 2020 from academic year 2023-2024 Department of Library and Information Science, Tuljaram Chaturchand College (Autonomous), Baramati frame a syllabus based on guidelines of National Education Policy 2020 for One year (Two Semester) degree (B.Lib.I.Sc.) programme in Library and Information Science.

The Choice Based Credit Scheme (CBCS) evolved into learning outcome-based curriculum framework and provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective/minor or skill-based courses. The courses can be evaluated following the grading system, which is considered to be better than the conventional marks system. Grading system provides uniformity in the evaluation and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations which enables the student to move across institutions of higher learning. The uniformity in evaluation system also enables the potential employers in assessing the performance of the candidates.

Information is an important resource in the day-to-day operations of individuals, organizations and society. The world has evolved to an age where information technology and information explosion are here with us. There is therefore need for information professionals to acquire higher and relevant qualifications and skills for libraries and other information centers. It is due to this need in our country that the Bachelor of Library and Information Science (B.Lib.I.Sc.) programme is being introduced. The techniques of library services have made great advances during last few decades with the result that the libraries are better planned, organized, equipped and administered, the book-stocks are more effective and better arranged and the readers are given increased facilities and greater assistance. Library is an asset of modern education and research. The situation has been created in such a way that the society cannot breathe without the library. The Bachelor of Library and Information Science programme is a structured professional and discipline-specific curriculum. For all this, an elaborate planning in every field demands specialized training and so also in librarianship. A systematic training for personnel in modern libraries has become an absolute necessity to meet the demands.

# **Programme Specific Outcomes (POs)**

#### **Program Outcomes (POs)**

**PO1 Research-Related Skills** : Seeks opportunity for research and higher academic achievements in the chosen field and allied subjects and is aware about research ethics, intellectual property rights and issues of plagiarism. Demonstrate a sense of inquiry and capability for asking relevant/appropriate questions; ability to plan, execute and report the results of an research project be it in field or otherwise under supervision.

**PO2 Effective Citizenship and Ethics:** Demonstrate empathetic social concern and equity centred national development; ability to act with an informed awareness of moral and ethical issues and commit to professional ethics and responsibility.

**PO3 Social competence:** Express oneself clearly and precisely to build good interpersonal relationships in personal and professional life. Make effective use of linguistic competencies to express themselves effectively in real and virtual media. Demonstrate multicultural sensitivity in group settings.

**PO4 Disciplinary Knowledge:** Demonstrate a blend of conventional discipline knowledge and its applications to the modern world. Execute strong theoretical and practical understanding generated from the chosen programme.

**PO5 Personal and professional competence:** Equip with strong work attitudes and professional skills that will enable them to work independently as well as collaboratively in a team environment.

**PO6 Self-directed and Life-long learning:** Acquire the ability to engage in independent and life-long learning in the broadest context of socio-technological change.

**PO7 Environment and Sustainability:** Understand the impact of the scientific solutions in societal and environmental contexts and demonstrate the knowledge of, and need for sustainable development.

**PO8 Critical Thinking and Problem solving:** Exhibit the skill of critical thinking and use higher order cognitive skills to approach problems situated in their social environment, propose feasible solutions and help in its implementation.

# Anekant Education Society's **Tuljaram Chaturchand College, Baramati**. *(Autonomous)*

**Board of Studies (BOS) in Library and Information Science** 

## (From 2022-2023 to 2024-2025)

Sr. No.	Name of Member	Designation
1.	Mr. D.V. Munguskar	Chairman
2.	Mr. A.S. Atole	Internal Member
3.	Dr. Sadanand Bansode	External Member Voice - Chancellor Nominee.
4.	Mr. Narendra Patil	External Member Other University
5.	Dr. K.P. Kumbhar	External Member Other University
6.	Mr. Anant Wagh	Industrial Member
7.	Mrs. Vidhya Jagtap-Pingale	Meritorious Alumni
8.	Mr. Jadhav Yogesh Jalindar	Students Representative

Credit Distribution Structure for B.Lib.I.Sc.-2023-2024

Level	Sem	Major		Minor	OE	VSC, SEC, (VSEC)	AEC, VEC, IKS	OJT, FP,	Cum.	Degree/
	ester	Mandatory	Electi ves					CEP, CC, RP	Cr/ Sem.	Cum. Cr.
	I	LIS-151-MJM: Knowledge Organization: Classification: A (Theory) (4 credits)			LIS-116-OE: E Resources Management (2 credits)	LIS-121-VSC: Knowledge Organization: Classification : Practical (2 credits)	131AEC: (2 credits)	139-CC		
4.5		LIS-152-MJM: Information Processing: Cataloguing :A (Theory) (2 credits)			LIS-117-OE: Library Management System (2 credits)	LIS-126-SEC: Soft Skills For LIS Professionals: Pract (2 credits)	135-VEC: (2 credits) LIS-137-IKS: Foundations of Library & Information Science (2 credits)	(2 credits)	22	UG Certifica te 44 credits
	П	LIS-151 –MJM : Information Technology : Theory (4 credits) LIS-152-MJM: Information Processing: Cataloguing : B (Theory)		LIS-161- MJM: Reference Service & Sources (2 credits)	LIS-166-OE: Information Literacy (2 credits) LIS-167-OE: Intellectual Property Rights	LIS-171-VSC: Information Processing Cataloguing : Practical (2 credits) LIS-176-SEC: Information Technology : Practical (2 credits)	181AEC: (2 credits) 185-VEC (2 credits)	189-CC (2 credits)	22	
	Cum Cr.	(2 credits)		2	(2 credits)	8	10	4	44	

Abbreviations: 1) OE-Open Elective 2) VSC-Vocational Skill Course 3) SEC- Skill Enhancement Course 4) AEC-Ability Enhancement Course 5) IKS-Indian Knowledge System 6) OJT- On Job Training 7) FP- Field Project 8) CEP- Community Engagement Project 9) CC-Co-curricular Course

## Anekant Education Society's Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati (Autonomous)

Course Structure for B.Lib.I.Sc. (2023 Pattern)

Sem	Course Type	Course Code	Course Title	Theory / Practical's	No. of Credits
	Major (Mandatory)	LIS-101-MJM	Knowledge Organization: Classification: A	Theory	4
	Major (Mandatory)	LIS-102-MJM	Information Processing: Cataloguing –A	Theory	2
	Major (Elective)	LIS-116-OE	E Resources Management	Theory	2
	Major (Elective)	LIS-117-OE	Library Management System	Theory	2
I	Major (Mandatory)	LIS-121-VSC	Knowledge Organization: Classification : Practical	Practical	2
	Major (Mandatory)	LIS-126-SEC	Soft Skills For LIS Professionals: Practical	Practical	2
	131AEC			Theory	2
	Major (Mandatory)	LIS-135-VEC	ICT in Libraries	Theory	2
	Major (Mandatory)	LIS-137-IKS	Foundations of Library & Information Science	Theory	2
	Major (Mandatory)	139-CC			2
			Total Credits	Semester-I	22
	Major (Mandatory)	LIS-151-MJM	Information Technology : Theory	Theory	4
	Major (Mandatory)	LIS-152 -MJM	Information Processing: Cataloguing -B	Theory	2
	Minor (Mandatory)	LIS-161-MJM	Reference Service & Sources	Theory	2
	Major (Elective)	LIS-166-OE	Information Literacy	Theory	2
П	Major (Elective)	LIS-167-OE	Intellectual Property Rights	Theory	2
	Major (Elective)	CB <u>CS Syllabus</u> a	s preserver of the second states and the sec	.S <sub>practical</sub>	2
	Major (Elective)	LIS-176-SEC	Information Technology : Practical	Practical	2
	AFC	181-AFC			2

Name of the Programme	: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: II
<b>Course Type</b>	: Major Mandatory
<b>Course Code</b>	: LIS-151-MJM
<b>Course Title</b>	: Information Technology: Theory
No. of Credits	: 04
No. of Lectures	: 60
<b>Course Objectives (C</b>	COs):

- 1. Students able to understand the ICT application in libraries for providing seamless access to knowledge.
- 2. Students able to design and develop the library management software for application in different Libraries.
- 3. To introduce the concept of Operating System & its functions.
- 4. To provide knowledge about basics of ICT.
- 5. To introduce students with network technology, library automation and software packages.
- 6. To make the students acquainted with the applications of computers in Libraries and Information Centers
- 7. To discuss library consortia in India, such as E-ShodhSindh, CSIR, and other e-resource Consortia.

## **Course Outcomes (COs):**

#### By the end of the course, students will be able to:

- **CO1.** We learn the skills of ICT application in Information environment including Network and Communication systems.
- CO2. Familiar with Computer system including hardware and software.
- CO3. Skillful use of Internet and its services.
- **CO4.** To provide a foundational understanding of information communication technology (ICT) and its components and applications.
- **CO5.** To explore the evolution and generations of computers, computer hardware components and software types.
- CO6. To explain the meaning, purpose, planning, and steps involved in library automation.
- CO.7 To introduce popular library software packages such as KOHA and SOUL and their features like

OPAC, and Web OPAC etc.

## **Topics**:

	Total No Of Credits = 04	
UNIT 1	Information Communication Technology	(13L)
	1.1 Introduction, Definition, Need	
	1.2 Scope, Function	
	1.3 Components and Objectives	
UNIT 2	Computer Basics	(17L)
	2.1 Introduction to Computer – Definition, Characteristics, Components &	their
	Functions and types, Generations of Computer	
	2.2 Overview of Historical development of computer	
	2.3 Software – meaning, purposes, types-system & application software	
	2.4 Operating System: definition, function and types. Windows, Linux,	
	MS Office (Word, Excel, Power Point and Access), Antivirus, DBMS	
	(Database Management System): an introduction	
UNIT 3	Computer Application to Libraries & Information Centers	(15L)
	3.1 Library software: Concept, need and application -Digitization -concept	
	3.2 Library Automation : Concept, Need and importance	
	-In-house operations (acquisition, serials control, circulation, cataloguing	g)
		2,
UNIT 4	Computer Networks	(15L)
	4.1 Network : Types ,Topology & components	
	4.2 Internet : concept & services , standards, Protocols	
	4.2.1 Browsing and Searching the Internet	
	4.2.2 Use of General Search Engines & Meta Search Engine strategies	

Choice Based Credit System Syllabus (2023 Pattern) (As Per NEP 2020) Mapping of Program Outcomes with Course Outcomes Class : B.Lib.I.Sc. (Sem-II)

#### **Subject** : Library and Information Science **Course Code** : LIS-151-MJM

**Course** : Information Technology: Theory

Programme Outcomes (POs)								
Course Outcome	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
CO1	3	3	3	3	3	3	3	3
CO2			3	3	3	3	3	3
CO3	2	3	3	3	3	3		
CO4			2	2	2	3	3	
CO5			2	2	2			
CO6				2	3			
CO7	3			1	2			3

Weight age : 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

#### Justification for the mapping

#### **PO1 : Research-Related Skills**

CO1:Learning skills of ICT application in the information environment, including network and communication systems, is vital for research-related skills. Researchers often need to access and share information through these systems, and understanding them is crucial for effective research.

CO3: Skillful use of the Internet and its services is a fundamental requirement for research. It provides access to a vast repository of information, academic databases, and research resources, which researchers heavily rely on for their work.

CO7: Introduction to popular library software packages such as KOHA and SOUL, along with their features like OPAC (Online Public Access Catalog) and Web OPAC, is directly related to research-related skills. Researchers can benefit from using these systems to locate and access research materials efficiently.

#### **PO2 : Effective Citizenship and Ethics**

CO1:Understanding network and communication systems in the context of ICT is essential for ensuring ethical behavior in an increasingly interconnected world. Students can learn about responsible use of these technologies and the ethical considerations related to data privacy, security, and online behavior.

CO3:The Internet is a powerful tool that can be used for both positive and negative purposes. Educating students about the responsible and ethical use of the internet can help promote good digital citizenship, reduce cyber bullying, and foster respectful and responsible online communication.

**PO3 : Social competence** 

CO1& 2 : Proficiency in ICT applications, computer systems, and software can enhance students' ability to communicate and collaborate effectively in a digital environment. These skills are essential for working in modern social and professional settings where communication often occurs through digital means.

CO3,4 & 5 : A solid understanding of internet usage and ICT components can help students become more adept at sharing information and knowledge. In a social context, this can enable them to contribute to online discussions, disseminate information, and engage in knowledge-sharing platforms, enhancing their social competence.

#### **PO4 : Disciplinary Knowledge**

All Course Outcomes are directly aligned with Program Outcomes related to disciplinary knowledge, ensuring that students in the field of ICT and Library Science acquire essential skills and understanding of core concepts and technologies in their domain of study.

#### PO5 : Personal and professional competence

These all Course Outcomes (COs) are directly aligned with the development of personal and professional competence in the field of Information and Communication Technology. They equip students with the knowledge and skills required to excel in a technology-driven world and are particularly relevant for those pursuing careers in information management and related fields.

#### PO6 : Self-directed and Life-long learning

CO1 : This outcome enables students to develop practical skills in the application of ICT in an information environment. It promotes self-directed learning as students are encouraged to explore and adapt to the ever-evolving field of ICT.

CO2 : This outcome encourages students to stay updated with the latest technology trends, fostering a culture of life-long learning.

CO3 : This outcome empowers students to continuously improve their internet-related skills and adapt to new online services. Being adept at using the internet is essential for self-directed learning and staying current in the field.

CO4 : This CO sets the foundation for a comprehensive understanding of ICT. It motivates students to keep exploring new components and applications on their own, aligning with self-directed learning.

#### **PO7 : Environment and Sustainability**

CO1 : ICT skills can contribute to sustainability efforts by enabling efficient communication and data management, which reduces the need for physical resources, such as paper, and minimizes environmental impacts.

CO2 : Knowledge of computer systems can lead to the efficient use of resources through optimized hardware and software, contributing to sustainability by reducing energy consumption and electronic waste.

CO4 : A foundational understanding of ICT can lead to the development of eco-friendly solutions and technologies that promote environmental sustainability.

#### **PO8 : Critical Thinking and Problem solving**

CO1 : Critical thinking is required to understand how different ICT applications function within an information environment. Problem-solving skills are essential to troubleshoot issues that may arise when working with network and communication systems. Students need to analyze and find solutions to complex technical problems.

CO2 : Critical thinking is involved in understanding the intricate relationship between computer hardware and software. Problem-solving skills come into play when diagnosing and resolving issues related to computer systems, which require logical thinking and decision-making.

CO7 : Critical thinking is involved in assessing the features and capabilities of different library software packages. Problem-solving skills are required to determine the most suitable software for a specific library's needs and to troubleshoot any issues that may arise during software implementation.

#### **References :**

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Name of the Programme : B.Lib.I.Sc.Library and Information ScienceProgramme Code: UALISClass: B.Lib.I.Sc.

Semester	: II
Course Type	: Major Mandatory (Theory)
<b>Course Code</b>	: LIS-152-MJM
<b>Course Title</b>	: Information Processing: Cataloguing -B
No. of Credits	:02
No. of Lectures	:30

## **Course Objectives (COs):**

- 1. To introduce various concepts, theories and principles in cataloguing & Document Description.
- 2. To impart knowledge about various Library standards in document description and Bibliographic exchange of information.
- 3. To Knowledge about various standards in document description & bibliographic exchange
- 4. To be acquainted with the process of Library Cataloguing and metadata and its standards
- 5. To understand Bibliographic Formats and Standards, deriving subject headings
- 6. To have hands on practice of cataloguing of different types of documents
- 7. 7. Understand the preparation of Catalogue entries by Anglo American Cataloguing Rules (AACR-II)

#### **Course Outcomes (COs):**

#### By the end of the course, students will be able to:

- **CO1.** Will be learned in Information Processing skills.
- **CO2.** Preparing Catalogue Entries (Main, Added and Reference Entries) for Book (Monographs) using Anglo American Cataloguing Rules- Second revised edition.
- CO3. Assigning subject headings using Sear's list subject headings.
- CO4. To develop skills of cataloguing.
- **CO5.** To provide practical training about cataloguing of the documents using the latest edition of AACR-II.
- CO6. After studying the paper, students shall be able to classify and construct the class numbers simple
- **CO7.** Know the Canons, Principles and Laws of Cataloguing

## **Topics**:

	Total No. of Credits = 02	
UNIT 1	<ul> <li>Principles and practices of document description</li> <li>1.1 Choice and rendering of heading.</li> <li>1.2 Names of persons : Indic names, corporate authors, Pseudonyms, anonymous works, Uniform titles.</li> <li>1.3 Cataloguing of non-print materials (maps, microforms, sound recordinelectronic resources etc)</li> </ul>	<b>(10L)</b> ngs,
UNIT 2	<ul> <li>Standardization In Description and Bibliographic Exchange</li> <li>2.1 History and Development of Cataloguing Codes: AACR, AACR-II, AACR-II-R, ,CCC etc.</li> <li>2.2 Resource Description Standards: ISBD(M), ISBD(S), ISBD(NBM), ISO2709, CCF, BIBFRAME and FRBR.</li> </ul>	(12L)
UNIT 3	Subject Cataloguing3.1 Meaning, Purpose, Definition.3.2 Design and Construction of subject cataloguing3.3 Subject heading list and their features: (SLSH, LCSH.)	(08L)

Class: B.Lib.I.Sc. (Sem-II)Subject: Library and Information ScienceCourse: Information Processing: Cataloguing -BCourse Code: LIS-152-MJMWeight age: 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)								
Course	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8
Outcome								
CO 1	3	3		3	3	3		3
CO 2	3			3	3		3	
CO 3	3	3			3			
CO 4			3			3		3
CO 5				3	3			
CO6			3				2	
CO 7		2		2				

Justification for the mapping

#### **PO1 : Research-Related Skills**

CO1 : Students will learn information processing skills, which are essential for conducting research effectively. Information processing skills are directly related to research-related skills, such as the ability to gather, analyze, and synthesize information.

CO2 : the practical aspect of cataloging and aligns with research-related skills in the context of organizing and managing information resources for research purposes. Proper cataloging is crucial for researchers to locate and access relevant materials

CO3 : Assigning subject headings is a critical skill for information organization and retrieval, which directly supports research-related skills. Researchers often rely on accurate and standardized subject headings to find relevant materials.

#### PO2 : Effective Citizenship and Ethics

CO1 : Effective Citizenship and Ethics can be connected to information processing skills, as individuals need to process and understand information accurately and ethically to make informed decisions and engage responsibly as citizens.

CO3 : Ethical considerations in library science include ensuring that resources are organized and accessible, making it easier for citizens to find relevant information, which is in line with the principles of effective citizenship.

CO7 : Understanding the ethical and legal principles governing cataloging ensures that information is managed in a responsible and ethical manner, which is important for effective citizenship.

#### **PO3 : Social competence**

CO4 : Developing cataloging skills is fundamental for enhancing the quality of information services. Individuals with these skills can ensure that information is organized and presented in a way that benefits the community, thereby enhancing the social competence of libraries and information systems

CO6 : Classifying and constructing class numbers is crucial for organizing information resources in a library. Students proficient in this skill can help libraries create user-friendly systems, making it easier for patrons to find the information they need, thereby contributing to social competence

#### **PO4 : Disciplinary Knowledge**

CO1 : Students will learn information processing skills, which are fundamental to the field of library and information science. It contributes to disciplinary knowledge by emphasizing the importance of understanding how to process and manage information effectively.

CO2 : CO specifies a concrete and essential task in the field of library and information science, which is cataloging books using established cataloging rules. It contributes to disciplinary knowledge by teaching students the practical application of cataloging standards.

CO5 : CO emphasizes the importance of using up-to-date standards (AACR-II in this case) in cataloging and providing practical training. It contributes to disciplinary knowledge by keeping students informed about the latest practices and standards in the field.

CO7 : CO emphasizes the theoretical and foundational knowledge related to cataloging. It contributes to disciplinary knowledge by ensuring that students understand the principles and standards that underpin cataloging practices.

#### PO5 : Personal and professional competence

CO1, CO2, CO3, and CO5 are related to practical skills in cataloging, which involve applying theoretical knowledge of cataloging rules (AACR-II) and subject heading assignment (using Sears's list). These skills are crucial for individuals seeking personal and professional competence in library science and information management.

#### PO6 : Self-directed and Life-long learning

CO1 : Information processing skills are fundamental in library and information science. Students need to acquire these skills to effectively organize and manage information resources. These skills promote self-directed learning as students must continuously adapt to evolving information technologies and practices.

CO4 : Developing cataloging skills is a lifelong endeavor in library science. Cataloging standards and practices evolve over time, and professionals must continually update their skills to keep library collections organized and accessible. This CO encourages students to be self-directed in their learning to stay current in their field.

#### **PO7 : Environment and Sustainability**

CO7 : This objective is more technical and specific to library science. However, it indirectly supports environmental sustainability by helping to organize information on resources related to environmental conservation, sustainable development, and green technologies.

CO6 : Classifying resources on environmental topics can make it easier for library users to find relevant materials, thus indirectly contributing to the promotion of environmental sustainability.

#### **PO8 : Critical Thinking and Problem solving**

CO1 : Information processing is a fundamental aspect of critical thinking. To process information effectively, students need to analyze, evaluate, and synthesize data, which are key components of critical thinking and problem-solving.

CO4 : Developing cataloging skills involves a learning process that requires critical thinking to understand and apply cataloging rules effectively, as well as problem-solving to address unique cataloging challenges.

#### References

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- 9. Ramalingam, MS. Library Cataloguing and Classification Systems. Delhi: Kalpaz, 2000
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- 15. Singh S.N. and Prasad H.N.: Cataloguing Manual: AACR II, New Delhi.BR Pub.1985
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Name of the Programme : B.Lib.I.Sc. Library and Information Science

Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: 11
Course Type	: Major Elective (Theory)
<b>Course Code</b>	: LIS-161-MJM
Course Title	: Reference Service and Sources
No. of Credits	: 2
No. of Lectures	: 30

### **Course Objectives (COs):**

- 1. To familiarize students with nature & organization of reference service in libraries.
- 2. To develop the skills for providing reference and information services.
- 3. To understand the role of reference sources in reference service & sources
- 4. To educate and train students in understanding the nature, structure and uses of reference and information sources.
- 5. To familiarize about the primary sources of information and their content, characteristics etc.
- 6. 6. To train the students in acquiring knowledge and skills about secondary sources of information, their use with required information searching skills
- 7. To provide in-depth knowledge about information services and products.

#### **Course Outcomes (COs):**

#### By the end of the course, students will be able to:

- CO1. Will learn skills of organizing information and recorded knowledge
- CO2. Will be to provide traditional and modern information and reference services for users
- CO3. Develop the skills for providing reference and information
- CO4. Understand the nature, structure and uses of reference and information sources
- CO5. Identify the primary sources of information and their characteristics
- CO6. Effectively use secondary sources of information with required information searching skills.
- CO7. Understand, identify and explore different types of information sources.
- CO8. Acquire the understanding of reference services.

# **Topics** :

	Total No Of Credits = 02	
UNIT 1	<ul> <li>Introduction to Reference Service</li> <li>1.1 Reference Service: Definition, Needs, Scope and Objectives.</li> <li>1.2 Theories of Reference service: James I. Wyer and Samuel Rothstein</li> <li>1.3 Functions of Reference service: by Dr. S.R.Ranganathan and Prof. A.K. Mukherjee</li> </ul>	(10L)
UNIT 2	Organization & Management of Reference Sources 2.1 Organization of Reference Sources. 2.2 Reference Librarian – Role , Functions 2.3 Referral Service: Concept & Importance	(08L)
UNIT 3	<ul> <li>Types of Reference Service.</li> <li>3.1 Ready- Short and Long Range Reference service, Reader Advisory and guiding services, Bibliographical and fact finding assistance, Literature search, Document Delivery service, User education and information literacy, Referral service, web based Information service</li> <li>3.2 Reference service in different types of libraries : Public, Academic, National Special Libraries.</li> </ul>	es.

Weight age : 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)								
Course Outcome	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8
CO 1	3	3		3	3	3		
CO 2			2		3		3	3
CO 3	3	3		3	3	3	2	
CO 4					3			
CO 5				3	2			3
CO 6	3			3	2	3		
CO 7	2				2		2	
CO 8			3		3			

#### Justification for the mapping

#### **PO1 : Research-Related Skills**

CO1 : This CO is directly related to research-related skills as organizing information and recorded knowledge is fundamental for conducting research effectively. Researchers need to structure and manage information to support their research projects.

CO3 : Developing skills for providing reference and information services is directly relevant to research-related skills. Researchers frequently require assistance and guidance in finding and accessing relevant information.

CO6 : The ability to use secondary sources and conduct effective information searches is a vital research-related skill. Researchers often rely on secondary sources and must be skilled in searching for relevant information.

CO7 : Understanding and identifying various information sources are important for researchers to diversify their research strategies. Exploring different sources can lead to comprehensive and well-rounded research projects.

#### **PO2 : Effective Citizenship and Ethics**

CO1 : Effective citizenship involves making informed decisions and being responsible members of society. Organizing information and knowledge helps individuals access and utilize information effectively, enabling them to participate more actively and responsibly in civic matters.

CO3 : Developing skills in providing reference and information services ensures that individuals can help others find the information they need to be effective citizens. This directly contributes to promoting effective citizenship.

#### **PO3 : Social competence**

CO2 : Providing information and reference services is inherently social in nature. Social competence involves the ability to assist and interact with users, helping them find the information they need. This CO emphasizes the role of the student in facilitating the exchange of information within a community or group.

CO8 : Acquiring an understanding of reference services is directly linked to social competence. Providing reference services involves interaction with individuals seeking information or assistance. Developing this understanding means becoming proficient in assisting others in a socially competent manner.

#### **PO4 : Disciplinary Knowledge**

CO1 : This CO is fundamental in library and information science as it deals with the core task of organizing and managing information resources, which is a key aspect of disciplinary knowledge

CO3 : Developing skills in providing reference and information services is a core component of library and information science. It demonstrates the practical application of disciplinary knowledge.

CO5 : Recognizing primary information sources and their characteristics is a key component of understanding the information landscape. It contributes to a deeper grasp of disciplinary knowledge.

CO6 : The ability to use secondary information sources effectively, along with information searching skills, is a vital skill in library and information science. It contributes to students' proficiency in disciplinary knowledge.

#### **PO5 : Personal and professional competence**

All Course Outcomes are highly relevant to personal and professional competence in fields related to information management and services. They provide individuals with the necessary skills and knowledge to excel in roles that involve organizing, accessing, and providing information and reference services.

#### PO6 : Self-directed and Life-long learning

CO1 : Learning how to organize information is a fundamental skill for self-directed and life-long learning. As individuals progress in their education and careers, they need to be able to effectively manage and organize information to support their ongoing learning.

CO3 : Developing skills for providing reference and information services is essential for self-directed learning. The ability to locate, evaluate, and share information is a key component of being a self-directed learner.

CO6 : The ability to use secondary sources and conduct effective information searches is a valuable skill for selfdirected learning. It empowers individuals to independently gather relevant information for their learning and decision-making processes.

#### **PO7 : Environment and Sustainability**

CO2 : Providing information and reference services efficiently contributes to the sustainable development of individuals and communities. Well-organized information services can help people make informed decisions related to environmental and sustainable practices.

CO3 : Developing skills in providing reference and information services helps in disseminating valuable knowledge related to environmental issues and sustainability, thereby contributing to awareness and action in these areas.

CO7 : A broad understanding of various information sources is necessary for obtaining comprehensive and diverse perspectives on environmental and sustainability issues.

#### **PO8 : Critical Thinking and Problem solving**

CO2 : Providing reference services requires critical thinking to understand the user's needs and problem-solving skills to find the most relevant and accurate information sources for them. It also involves staying updated with modern information resources, which may involve problem-solving to adapt to new technologies and platforms.

CO5 : Identifying primary sources and their characteristics necessitates critical thinking to distinguish between different types of sources and problem-solving to select the most appropriate sources for particular information needs.

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Name of the Programme	e: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: 11
<b>Course Type</b>	: Major Elective (Theory)
<b>Course Code</b>	: LIS-166-OE
<b>Course Title</b>	: Information Literacy
No. of Credits	: 2
No. of Lectures	: 30

## **Course Objectives (COs):**

- To educate the students in understanding the concept of information literacy, the types and levels and importance of lifelong learning and also to create awareness about information literacy and its utility
- 2. To develop understanding and inculcate the ILS skills to be possessed by the students of Higher Education.
- 3. To Understand and inculcate information search skills to be possessed by the students.
- 4. To educate the students in understanding the concept of information literacy, the types and levels and importance of lifelong learning and also to create awareness about information literacy and its utility
- 5. To develop understanding and inculcate the ILS skills to be possessed by the students of Higher Education.
- 6. To Understand and inculcate information search skills to be possessed by the students.
- 7. To acquaint the students with the Information Literacy skills

#### **Course Outcomes (COs):**

- CO1. Understand the concept of information literacy, the types and levels and importance in lifelong learning.
- **CO2**. Get awareness and competencies in ILS and information search skills to be possessed by the students of Higher Education
- CO3. Understand effectively he knowledge and skills to search the digital information
- CO4. Understand the concept of information literacy, the types and levels and importance in lifelong learning.
- **CO5.** Get awareness and competencies in ILS and information search skills to be possessed by the students of Higher Education
- CO6. Understand effectively he knowledge and skills to search the digital information
- CO7.To introduce the students about Models, Standards and Programs of Information Literacy

# **Topics:**

	Total No. of Credits = 04						
UNIT 1	Information Literacy						
	1.1 Information and Information Literacy-						
	1.2 Information - Concept, Characteristics and use.						
	1.3 Information Literacy:-Definition & Need						
UNIT 2	Information Searching Skills						
	2.1 Searching for information: Searching and Browsing						
	2.2 Basic Search and Advanced Search in E-databases						
UNIT 3	Information Literacy Level						
011110							
	3.1 Levels of Information Literacy:						
	3.2 Entry level, Mid level,						
	3.3 High level, Advance level						

Class: B.Lib.I.Sc. (Sem-II)Subject: Library and Information ScienceCourse: Information LiteracyCourse Code: LIS-166-OEWeight age: 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

	Programme Outcomes (POs)							
Course	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8
Outcome								
CO 1		3	3	3				3
CO 2	3		2		3	3	2	
CO 3		2		2	2		2	2
CO 4			3	3				3
CO 5			2			3		
CO 6		2		2	2			2
CO 7	3				3	3		

Justification for the mapping

#### **PO1 : Research-Related Skills**

CO2 : In research-related skills, students need to be aware of and competent in various information literacy skills, such as searching for relevant information sources. This CO directly contributes to students' research-related skills by ensuring they have the necessary competencies for information retrieval.

CO7 : Understanding the models, standards, and programs of information literacy is important for students pursuing research-related skills. These concepts provide a framework for information literacy, which is essential for conducting rigorous and ethical research.

#### **PO2 : Effective Citizenship and Ethics**

CO1 : Information literacy is essential for informed and responsible citizenship. Being able to critically evaluate and use information ethically ensures that individuals are better equipped to make informed decisions in various aspects of their lives, including civic engagement and ethical behavior.

CO3 & CO6 : In today's digital age, digital information plays a crucial role in shaping opinions and decisionmaking. Having effective digital information searching skills ensures that individuals can access accurate and reliable information to make informed, ethical decisions as responsible citizens.

#### **PO3 : Social competence**

CO1 & CO4 : Understanding the concept of information literacy is fundamental to social competence in the modern world. In a digital society, individuals need to be informed and capable of evaluating information critically. This competency allows students to engage in informed discussions and debates, making them more socially competent.

CO2 & CO5 : Developing awareness and competencies in information literacy skills is crucial for social competence in higher education. These skills empower students to access and process information effectively, enabling them to contribute meaningfully to discussions and collaborations. Social competence is built through effective communication and collaboration, and information literacy is a foundational skill in this regard.

#### **PO4 : Disciplinary Knowledge**

CO1 & CO4 : Understanding the concept of information literacy is fundamental in any academic or professional field. It equips students with the knowledge of how to effectively locate, evaluate, and use information, which is crucial for their disciplinary knowledge and lifelong learning.

CO3 & CO6 : The ability to understand and effectively search for digital information is reiterated to highlight its critical role in enhancing students' disciplinary knowledge.

#### PO5 : Personal and professional competence

CO2 : This objective contributes to personal and professional competence by equipping students with the awareness and competencies necessary to conduct effective information searches. This skill is vital for academic success and future professional endeavors.

CO3 & CO6 : This objective reiterates the importance of effective digital information searching, emphasizing its relevance for personal and professional competence.

CO7 : This objective adds value to personal and professional competence by familiarizing students with various models, standards, and programs related to information literacy. This knowledge enables them to engage with established practices and standards in information literacy, which is essential for academic and professional success.

#### PO6 : Self-directed and Life-long learning

CO2 & CO5 : Awareness and Competencies in Information Literacy and Search Skills These outcomes aim to make students aware of information literacy standards and competencies, particularly in the context of higher education. Developing information search skills is crucial for self-directed and lifelong learning, as students need to be proficient in finding and using resources to support their academic and personal growth.

CO7 : students to various models, standards, and programs related to information literacy. Understanding these concepts is essential for self-directed and lifelong learning as it equips students with the knowledge to assess and

select the most appropriate information literacy frameworks for their specific needs. It also prepares them to stay updated with evolving best practices in information literacy.

#### **PO7 : Environment and Sustainability**

CO2 : Information Literacy Skills (ILS) and information search skills are vital for students to access and utilize relevant data and research on environmental and sustainability topics. These skills enable them to contribute effectively to environmental research and sustainable practices in higher education.

CO3 : Digital information is a primary source of environmental and sustainability data. Understanding how to search and evaluate digital information is critical for students to engage with the latest research, policy information, and best practices related to environmental conservation and sustainability.

#### **PO8 : Critical Thinking and Problem solving**

CO1 & CO4 : These course outcomes focus on providing students with an understanding of the concept of information literacy, its various types and levels, and its significance in lifelong learning. This aligns with critical thinking as it requires students to critically analyze the concept of information literacy and recognize its importance in the context of lifelong learning. Critical thinking is essential in evaluating and understanding complex concepts like information literacy.

CO3 & CO6 : These outcomes focus on developing students' understanding of how to effectively search for digital information. Critical thinking is involved in the process of evaluating the relevance, credibility, and quality of digital information, which is crucial in problem-solving and decision-making in various academic and professional contexts

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Name of the Programme	: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: 11
Course Type	: Major Elective (Theory)
<b>Course Code</b>	: LIS-167-OE
Course Title	: Intellectual Property Rights Acts
No. of Credits	: 2
No. of Lectures	:30

## **Course Objectives (COs):**

- 1. Understanding the fundamentals of Intellectual Property Rights.
- 2. Analyzing the facets of industrial property i.e. Patents, Industrial Designs, Trademark and Geographical Indicators.
- 3. Remembering the concept of copyrights and applying the concept of plagiarism in practical.
- 4. Creating an ability to evaluate and formulation of search strategy for information retrieval through Online IPR database.
- 5. To recognize the importance of IP and to educate the pupils on basic concepts of Intellectual Property Rights.
- 6. To identify the significance of practice and procedure of Patents.
- 7. To make the students to understand the statutory provisions of different forms of IPRs in simple forms.

#### **Course Outcomes (COs):**

#### By the end of the course, students will be able to:

CO1. The Students will be able to understand the fundamentals of Intellectual Property Rights.

CO2. The students will be able to analyze the facets of Industrial property i.e.Patents, Trademark

- **CO3**. The students will be able to remember the concept of copyrights and application of the concept of Plagiarism in practical
- **CO4**. The students will be able to evaluate and formulate the search strategy for information retrieval Through online IPR database
- **CO5.** Develop skill of making search using modern tools and technics.
- CO6. Identify procedure to protect different forms of IPRs national and international level.
- **CO7:** Apply statutory provisions to protect particular form of IPRs.

## **Topics** :

	Total No. of Credits = 04
UNIT 1	Fundamentals of Intellectual Property Rights (IPR)         1.1 IP-Concept, IPR         1.2 Facets of IPR : Patents, Trademark         1.3 IPR System in India
UNIT 2	Patents         2.1 Concept, Definition, Need.         2.2 Patent System in India         2.3 Patent Database: (USPTO, Espacenet )
UNIT 3	Copyrights 3.1 Copyrights System in India, 3.2 Indian Copyright Act 3.3 Fair Use

Class: B.Lib.I.Sc. (Sem-II)Subject: Library and Information ScienceCourse: Intellectual Property Rights ActsCourse Code: LIS-167-OEWeight age: 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)								
Course	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8
Outcome								
CO 1	3	3	3	3	3	3	2	3
CO 2	3	3	3					
CO 3	3	3	3	3	2	2		3
CO 4	2		3					2
CO 5	2		3	3	3			
CO 6	2		3	3			2	
CO 7	2		3					

Justification for the mapping

#### **PO1 : Research-Related Skills**

All COs directly relate to research-related skills and contribute to the development of students' ability to conduct research in the field of Intellectual Property Rights, ultimately aligning with specific Program Outcomes focused on research competence and expertise in IPR.

The development of research-related skills, and they equip students with the knowledge and abilities necessary for conducting research in areas related to Intellectual Property Rights.

#### **PO2 : Effective Citizenship and Ethics**

CO1 : Intellectual Property Rights are essential for promoting creativity and innovation while respecting the rights of creators. Understanding these fundamentals equips students to ethically engage in creative and innovative activities and contribute to the broader ethical framework of society.

CO2 : Analyzing industrial property aspects, including patents and trademarks, helps students appreciate the legal and ethical dimensions of protecting innovation and branding. This knowledge enables them to participate in ethical business practices and contribute to responsible and ethical economic activities.

CO3 : Copyright laws and avoiding plagiarism are fundamental aspects of ethical behavior in both academic and professional settings. Teaching students about these concepts helps them develop a strong ethical foundation for their work, fostering a culture of respect for intellectual property.

#### **PO3 : Social competence**

all Course outcomes (CO1 to CO7) have a strong connection to social competence. They equip students with the knowledge and skills necessary to engage in society ethically, legally, and responsibly, especially in the context of intellectual property rights and their implications for innovation, business, and the academic environment.

#### **PO4 : Disciplinary Knowledge**

CO1 : CO aligns with the development of disciplinary knowledge as it ensures that students have a foundational understanding of the subject matter. Understanding the fundamentals is a key component of disciplinary knowledge, and it serves as the building block for more advanced topics within the field of IPR.

CO3 : Remembering the concept of copyrights and applying the concept of plagiarism practically are essential skills in the field of IPR. Understanding these concepts is a fundamental aspect of disciplinary knowledge, and the practical application demonstrates the students' ability to use this knowledge in real-world situations.

CO5 : Developing skills in using modern tools and techniques is an important component of disciplinary knowledge. It demonstrates that students can adapt to the evolving landscape of IPR and use contemporary methods for research and analysis.

CO6 : Understanding the procedures for protecting IPRs both at the national and international levels is integral to disciplinary knowledge in this field. It ensures that students have a comprehensive understanding of the regulatory and legal aspects of IPR.

#### PO5 : Personal and professional competence

CO1 : This CO aligns with the development of a strong foundation of knowledge in the field of Intellectual Property Rights, which is crucial for personal and professional competence. It equips students with fundamental knowledge in this area, which is valuable in various professional contexts.

CO3 : Understanding copyright and plagiarism is essential for personal and professional competence, particularly in fields related to creative work, research, and publishing. It promotes ethical and professional conduct.

CO5 : Developing skills in using modern tools and techniques for research and information retrieval is highly relevant to personal and professional competence. It keeps students up-to-date with the latest technology and methodologies in their field.

#### PO6 : Self-directed and Life-long learning

CO1 : This CO emphasizes foundational knowledge in Intellectual Property Rights (IPR). Students who achieve this outcome will have the ability to comprehend the basics of IPR, which is essential for self-directed learning as they need to build upon this foundation in their future studies and professional careers.

CO3 : The ability to remember and apply concepts such as copyrights and plagiarism is crucial for self-directed learning. Students who can remember and apply these concepts will be better prepared to engage in lifelong learning, especially in a digital age where information sharing and intellectual property are significant concerns.

#### **PO7 : Environment and Sustainability**

CO1 : Understanding the fundamentals of IPR is crucial for promoting environmental sustainability. By protecting intellectual property, innovations related to sustainable technologies and practices can be safeguarded and incentivized.

CO6 : Understanding how to protect various forms of IPRs is significant in the context of environmental sustainability. It encourages individuals and organizations to secure their innovations and ideas related to sustainability.

#### **PO8 : Critical Thinking and Problem solving**

CO1 : This CO demonstrates critical thinking as students are expected to analyze and comprehend complex legal concepts related to IPR, which requires critical thinking and problem-solving skills.

CO3 : Understanding copyright concepts and applying them to real-world situations requires students to think critically and problem-solve when dealing with issues like plagiarism.

CO4 : Developing search strategies for information retrieval from online IPR databases demands problemsolving skills, as students need to identify the most effective ways to find relevant information.

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Name of the Programme	e : B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: II
<b>Course Type</b>	: Major Mandatory (Practical)
<b>Course Code</b>	: LIS-171-VSC
Course Title	: Information Processing Cataloguing: Practical
No. of Credits	:02
No. of Lectures	: 30

## **Course Objectives (COs):**

- 1. To develop skills in cataloguing documents using AACR-2R and CCC Steps in cataloguing
- 2. To develop skills in subject analysis.
- 3. To understand the rules and practices of document description for Books
- 4. Monographs) according to Anglo American Cataloguing
- 5. Identify the changing trends in cataloguing practice in digital era.
- 6. To discuss the canons, principles and laws of cataloguing
- 7. To impart knowledge on different types of subject headings, and methods of cataloguing

## **Course Outcomes (COs):**

CO1. Will learn the Practical skills of Anglo American Cataloguing rules II R (AACR-II-R)

and Classified catalogue Code ( CCC ).

CO2. Preparing Catalogue Entries (Main, Added and Reference Entries) for Book

(Monographs) using Anglo American Cataloguing Rules- Second revised edition.

- **CO3**. To develop skills of cataloguing.
- **CO4.** Illustrate the role of cataloguing in retrieving library material.
- CO5. Describe the fundamentals of cataloguing and catalogue construction.
- CO6. Categorize of the need for standardization in cataloguing.
- **CO7.** Evaluate the cataloguing standards.

## **Topics**:

	Total No. of Credits = 02
UNIT 1	<ul> <li>AACR-II-R : (Anglo American Cataloguing Rules –II-R )</li> <li>Structure of Main entry</li> <li>Structure of Added entry</li> <li>Personal Author/s</li> <li>Editor/s</li> <li>Author/s and collaborator/s</li> <li>Corporate body</li> </ul>
UNIT 2	<ul> <li>Examples with different notes</li> <li>Serials, Audio-visual materials (Audio-Video disks,         <ul> <li>Cataloguing of Single Author and Joint Authored Books.</li> <li>Cataloguing of Edited Books, Multivolume Books, and Pseudonymous Authors.</li> <li>Cataloguing of Serials Publications.</li> <li>Cataloguing of Corporate Authors: Government Publications, Institutional Publications, Society Publications, Conference/Seminar Proceedings, and Workshop Materials etc.</li> <li>Cataloguing of Non-books material</li> </ul> </li> </ul>
UNIT 3	Assigning Subject Headings CCC : Classified Catalogues Code • Structure of Main entry and Added Entry • Authors/Editors Periodicals

Class: B.Lib.I.Sc. (Sem-II)Subject: Library and Information ScienceCourse: Information Processing Cataloguing: PracticalCourse Code: LIS-171-VSCWeight age: 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)								
Course	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8
Outcome								
CO 1	3	3	3	3	3	3		3
CO 2	3	3		3	3			2
CO 3	3		3		2		3	
CO 4	2		2		3			
CO 5	2	3			2			
CO 6	3			2	2	3		
CO 7	2				2			

Justification for the mapping

#### PO1 : Research-Related Skills

All Course Outcomes mentioned are directly aligned with research-related skills in the field of library and information science. They equip students with the essential knowledge and skills required for effective research, resource retrieval, and information organization.

#### **PO2 : Effective Citizenship and Ethics**

CO1 : This CO contributes to "Effective Citizenship and Ethics" by emphasizing the importance of adhering to established cataloging rules and codes, which are essential for maintaining ethical and standardized library practices. It ensures that library professionals act as responsible citizens who follow ethical guidelines in their work.

CO2 : Preparing accurate and standardized catalog entries is an ethical practice, which aligns with the principles of "Effective Citizenship and Ethics." Library professionals are responsible for ensuring that information is organized in a way that is easily accessible to users, contributing to ethical information access.

CO5 : Teaching the fundamentals of cataloging and catalog construction ensures that library professionals have a solid ethical foundation for organizing and providing access to information, which is aligned with the principles of "Effective Citizenship and Ethics."

#### **PO3 : Social competence**

CO1 : Learning these cataloging standards and rules is essential for social competence because it helps library professionals effectively organize and classify information resources, making them accessible to a wide range of users, thus enhancing the social utility of the library.

CO3 : Developing cataloging skills is crucial for social competence as it enables library professionals to contribute to the effective organization of information, leading to more accessible and user-friendly libraries, which, in turn, benefits the entire community.

CO4 : Understanding the role of cataloging in retrieving library materials is essential for social competence because it highlights the importance of efficient organization and access to information, ultimately benefiting library users and the broader society.

#### **PO4 : Disciplinary Knowledge**

CO1 and CO2: These outcomes are directly related to the practical skills of cataloging and preparing catalog entries using Anglo American Cataloging Rules II R (AACR-II-R) and Classified Catalogue Code (CCC). These skills are essential for catalogers and library professionals to maintain a standardized and organized approach to cataloging library materials, ensuring efficient retrieval of resources. They contribute to a deep understanding of cataloging standards and practices.

CO6: Categorizing the need for standardization in cataloging underscores the importance of adhering to established cataloging standards. Understanding the need for standardization is a key aspect of disciplinary knowledge and ensures consistency in cataloging practices across libraries.

#### PO5 : Personal and professional competence

All course outcomes are directly related to personal and professional competence in the field of library and information science. They equip students with practical skills, knowledge, and the ability to assess and apply cataloging standards effectively, ensuring that they can perform their duties competently and contribute to the overall quality of library services.

#### PO6 : Self-directed and Life-long learning

CO1 : This objective helps students develop practical cataloging skills using established standards like AACR-II-R and CCC. Learning these skills is a form of self-directed learning, as students must actively engage with the content and practice to acquire these skills.

CO6 : Recognizing the importance of standardization in cataloging is vital for self-directed learning and lifelong learning. It encourages students to stay updated with evolving standards and best practices in the field.

#### **PO7 : Environment and Sustainability**

CO3 : Developing cataloging skills can lead to more efficient library operations, reducing the energy and resources required for book retrieval, which aligns with sustainability objectives.

#### **PO8 : Critical Thinking and Problem solving**

CO1 : Learning and applying cataloging rules and codes require critical thinking to understand and interpret complex rules, as well as problem-solving skills to correctly apply these rules to catalog various materials.

CO2 : Preparing catalog entries involves critical thinking to determine which information is essential to include and problem-solving skills to ensure the entries are accurate and consistent.

## **References:**

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Name of the Programme	e: B.Lib.I.Sc.
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Mandatory (Practical)
<b>Course Code</b>	: LIS-176-SEC
<b>Course Title</b>	: Information Technology: Practical
No. of Credits	:02
No. of Lectures	: 30

## **Course Objectives (COs) :**

- 1. To give hands-on-experience in computer and application to library house Keeping Operations.
- 2. To create a database using MS Access.
- 3. Introduction to internet search
- 4. After studying the paper, students shall be able to familiarize with the basic introduction of computers.
- 5. Understanding different library automation softwares, Creation of databases.
- 6. Information searching techniques and online searching of information on given topics.
- 7. Generate barcode labels and membership cards. Search online databases.

#### **Course Outcomes (COs) :**

#### By the end of the course, students will be able to:

- CO1. Will become competent for job opportunities in LIS and related field.
- CO2. Will be learned in Information communication technology skills

- CO3. Familiar with ICT tools
- CO4. Introduction to online and offline search.
- CO5. Create a database using MS Access, creating the PPT.
- CO6. Determine the digitization process and its managerial issues.
- CO7. Compare the current ICT trends and its application in libraries

## **Topics** :

	Total No. of Credits = 04							
UNIT 1	1.1 Word Processors – MS-Word							
	1.2 Word processor - Creation of a letter (With table)							
UNIT 2	2.1 Presentation packages - MS-Power Point							
	2.2 Power Point Presentation (PPP) - MS-Power Point							
UNIT 3	3.1 Database creation using (MS- Access)							
	3.1.1 Access (DBMS) - Creation of a bibliographic database for 50 books.							
	3.2 Internet Search							
	3.3 Study of URL, Web sites ,Web page and search engines							

Class: B.Lib.I.Sc. (Sem-II)Subject: Library and Information ScienceCourse: Information Technology: PracticalCourse Code: LIS-176-SECWeight age: 1= weak or relation, 2= moderate or partial relation, 3= strong or direct relation

	Programme Outcomes (POs)								
Course	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	
Outcome									
CO 1		3	3		3	3	2	3	
CO 2	3	3		3					
CO 3		3			3		3		
CO 4	3	2	3	3		3			
CO 5		2			3			3	
CO 6		2							
CO 7		3		3		3			

Justification for the mapping

#### **PO1 : Research-Related Skills**

CO2 : Research-Related Skills in LIS often require proficiency in information and communication technologies. The ability to use various ICT tools and technologies is essential for conducting research, managing data, and disseminating findings.

CO4 : Effective research in LIS often begins with search and retrieval of relevant information. Teaching students how to perform online and offline searches indicates their ability to initiate research and gather resources for indepth studies and investigations.

CO7 : Research in LIS often involves evaluating and comparing current ICT trends and their applicability to library services. Understanding and analyzing these trends are critical research-related skills that enable students to contribute to the field's knowledge base.

PO2 : Effective Citizenship and Ethics

All Course Outcomes are directly related to Effective Citizenship and Ethics, as they empower learners with the skills and knowledge needed to navigate the information landscape responsibly and ethically. They also prepare students to contribute to their communities as informed and ethical citizens, particularly in the context of information access and use.

PO3 : Social competence

CO1 : CO indirectly contributes to social competence by preparing students for professional roles. It allows them to engage effectively with colleagues, clients, and users in the library and information science field.

CO4 : Online and offline search skills are important for finding and sharing information. These skills can help students effectively access, evaluate, and communicate information, which is crucial for social competence.

#### PO4 : Disciplinary Knowledge

CO2 : the modern library and information science field, technological proficiency is crucial. Learning information and communication technology skills enhances students' knowledge and competence within the discipline.

CO4 : Online and offline search skills are fundamental in information retrieval and organization. Introducing students to these search methods is a key component of disciplinary knowledge in LIS.

CO7 : Being able to compare current ICT trends and apply them in library settings demonstrates a high level of disciplinary knowledge. It ensures that students are up-to-date with technology developments in their field.

PO5 : Personal and professional competence

CO1 : This CO directly addresses the aim of preparing students for job opportunities. Being competent in their field is a critical aspect of personal and professional competence.

CO3 : Familiarity with ICT tools is essential for personal and professional growth. It helps students keep up with technological advancements, improving their competence in the field

CO5 : Database creation and presentation skills are valuable for both personal and professional purposes. These skills enhance one's ability to organize and communicate information effectively.

PO6 : Self-directed and Life-long learning

CO1 : By acquiring the necessary competencies for job opportunities, students are better equipped to engage in self-directed learning, adapt to changing job requirements, and pursue further specialization in their careers throughout their lives.

CO4 : Learning how to conduct efficient online and offline searches is a skill that requires continuous improvement. This CO instills the importance of honing research skills, promoting self-directed and life-long learning.

CO7 : Being able to compare current ICT trends and apply them in libraries involves continuous learning and adaptation. Staying updated with ICT trends requires self-directed learning and a commitment to life-long learning.

PO7 : Environment and Sustainability

CO1 : Graduates who are competent in LIS can contribute to the sustainability of information resources. They can organize and manage information efficiently, reducing duplication and waste, thereby promoting environmental sustainability.

CO3 : Knowing how to use ICT tools effectively can streamline processes in libraries, reducing the need for excessive paperwork and manual resource management, which contributes to environmental sustainability.

PO8 : Critical Thinking and Problem solving

CO1 : Developing competence in a specific field like LIS involves critical thinking and problem-solving. Students must analyze job requirements, identify their own strengths and weaknesses, and devise strategies to acquire the necessary skills and qualifications. Critical thinking is essential for identifying the best-fit opportunities and making informed decisions.

CO5 : Designing databases and creating presentations involve critical decision-making. Students must determine how to structure data, choose appropriate software tools, and present information effectively. Problem-solving skills are crucial for addressing technical issues and optimizing database and presentation design.

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  - 1. https://lisstudymaterials.wordpress.com/
  - 2. http://egyankosh.ac.in/
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