

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



One Year Degree Program in Library and Information Science

(Faculty of Library and Information Science)

CBCS Syllabus

B.Lib.I.Sc. Semester –I
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

Title of the Programme: B.Lib.I.Sc.

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)

PSO1: The basics of library and information science in terms of theory and practice with all its latest trends at the time of their attending the course

PSO2: Leant to achieve, manipulate and excel the situation of job seeking in future even if drastic change in the job market also;

PSO3: The variance and uniqueness in the course is so diversified that if situation prevails to seek a job in other fields i.e. book publishing market, archeology and

PSO4: The students are trained to handle all kinds of information environment both of traditional and modern information environment; museums also and museums also the students can get into that;

PSO5: Life-long learning: Values inculcated to learn and use those knowledge in their future lifelong environment also;

PSO6: Nation building: Over and above the students feel the values of nation building by their contribution.

PSO7: Will learn the skills of organizing information and recorded knowledge.

PSO8: Will be able to provide traditional and modern Information and Reference Services for users.

PSO9: Will become competent for job opportunities in LIS and related field.

PSO10: Can apply the skills and attitudes of visioning, entrepreneurship, advocacy, planning and management of Libraries and Information Centres (LICs) and effective leadership in the LIS field.

PSO11: Possess the skills to respect, engage and collaborate with a diverse community in order to advocate for and construct inclusive, meaningful, and participatory library services, programmes and resources.

PSO12: Can perform and access research based practices through the application of information literacy, inquiry, and research methods including data discovery, analytics and qualitative measures.

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 ester	Major		Minor	OE	VSC, SEC, (VSEC)	AEC, VEC, IKS	OJT, FP, CEP, CC, RP	Cum. Cr/ Sem.	Degree/ Cum. Cr.
		Mandatory	Elec tives							
4.5	I	LIS-101-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)	CC (2 credits)	22	UG Certificate 44 credits
		LIS-102-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)			
	II	LIS-151 -MJM: Knowledge Organization: Classification: B (Theory) (4 credits)	--	LIS-161-MJM: Information Literacy (2 credits)	LIS-166-OE: Information Sources and System (2 credits)	LIS-171-VSC: Information Technology : Practical (2 credits)	181AEC: (2 credits)	CC (2 credits)	22	
	LIS-152-MJM: Information Processing: Cataloguing : B (Theory) (2 credits)	LIS-167-OE: Advanced Computer Application in LIS (2 credits)			LIS-176-SEC: Professionals Skills in Cataloguing : Practical (2 credits)	LIS-185-VEC: Information Science (2 credits)				
	Cum Cr.	12	--	2	8	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
I	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
	Major (Mandatory)	LIS-121-VSC	Knowledge Organization: Classification : Practical	Practical	2
	Major (Mandatory)	LIS-126-SEC	Soft Skills For LIS Professionals: Practical	Practical	2
		ENG-131-AEC		Theory	2
	Major (Mandatory)	135-VEC		Theory	2
	Major (Mandatory)	LIS-137-IKS	Foundations of Library & Information Science	Theory	2
	Major (Mandatory)	PES/YOG 139-CC	PES/YOG		2
	Major (Mandatory)	LIS-151-MJM	Knowledge Organization: Classification: B	Theory	4
	Major (Mandatory)	LIS-152 -MJM	Information Processing: Cataloguing -B	Theory	2
	Minor (Mandatory)	LIS-161-MJM	Information Literacy	Theory	2
	Major			Theory	2

II	(Elective)	LIS-166-OE	Information Sources and System		
	Major (Elective)	LIS-167-OE	Advanced Computer Application in LIS	Theory	2
	Major (Elective)	LIS-171-VSC:	Information Technology : Practical	Practical	2
	Major (Elective)	LIS-176-SEC	Professionals Skills in Cataloguing	Practical	2
		181- AEC		Theory	2
	Major (Elective)	LIS-185-VEC		Theory	2
	Major (Elective)	Co-Curricular Course (CC) PES/YOG 189-CC	PES/YOG		2

Related Online Certificate Courses Portals SWAYAM / MOOC'S:

Sr. No.	Title of the SWAYAM	National Coordinator	Course Coordinator
1.	Koha Library Management System	SWAYAM	Prof. Kannan Moudgalya
2.	Library Automation & Digitization		
3.	Database and Content Organization		

CBCS Syllabus as per NEP 2020 for B.Lib.I.Sc. (2023 Pattern)

Name of the Programme	: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Mandatory (Theory)
Course Code	: LIS-101-MJM
Course Title	: Knowledge Organization Classification: A
No. of Credits	: 04
No. of Lectures	: 60

Course Objectives (COs):

1. To understand the different types of theory and principles of classification.
2. To introduce the species of classification schemes
3. To provide knowledge about standard schemes of classification
4. To understand the role of Library classification in knowledge organization.
5. To understand mode of formation of subjects in the universe of knowledge.
6. To introduce various concepts, theories and principles in classification.
7. To acquaint with the principles, rules, and standard codes of cataloguing.

Course Outcomes (POs):

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

- CO1.** Why and how to develop knowledge organization systems;
- CO2.** The implications of knowledge organization systems and approaches;
- CO3.** The theory and practices involved in library classification;
- CO4.** The library classification schemes and the trends in classification; and
- CO5.** How to prepare students for work in libraries, information centres and other
- CO6.** Will be learned in Classification knowledge and practical's skills.
- CO7.** To understand the concept, objectives, functions and types of classification Schemes.

Topics

Total No of Credits = 04	
UNIT 1	<p>Species of Classification Schemes (15L)</p> <p>1.1 Species of Classification Schemes: types-Enumerated, Faceted, Analytico-Synthetic: Characteristics & Examples.</p> <p>1.2 Postulation approach-categories, Facets ,Facet Sequence, Devices for formation and sharpening of Foci , Rounds and Levels, Phase relations, Systems and Specials.</p>
UNIT 2	<p>Standard Schemes of Classification and their features (15L)</p> <p>2.1 Dewey Decimal Classification</p> <p>2.2 General outline-Main class order</p> <p>2.3 Introduction to principle of Hierarchical Structure and three main summaries</p> <p>2.4 Notation systems</p> <p>2.5 Synthetic devices and introduction to seven tables (DDC 19th ed.)</p> <p>2.6 Phoenix Schedules</p> <p>2.7 Maintenance & Revision</p>
UNIT 3	<p>Introduction to Colon Classification and Universal Decimal Classification (15L)</p> <p>3.1 Colon Classification: genesis, structure, features, notation, common isolates</p> <p>3.2 Universal Decimal Classification: structure, features, common & special Auxiliaries, notation index, merits & demerits, maintenance.</p>
UNIT 4	<p>Recent Trends in Library Classification (15L)</p> <p>4.1 BSO, Thesaurofacet, Classaurus.</p> <p>4.2 CRG, FID-CR, ISKO.</p>

Class : B.Lib.I.Sc. (Sem-I)

Subject : Library and Information Science

Course : Knowledge Organization Classification: A **Course Code** : LIS-101-MJM

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			2		2		2
CO 2		2		2		2		
CO 3				2	3	3	2	
CO 4		2		2	2			
CO 5			2	2				
CO 6			2	2	3	2		3
CO 7	2			2				

Justification for the mapping

PO1: Research-Related Skills and Scientific temper:

CO1: Understanding the principles and methods behind knowledge organization systems involves research-related skills such as literature review, analysis of existing systems, and critical thinking.

CO7: This contributes to research-related skills by requiring students to delve into the literature, critically assess different classification schemes, and develop a scientific temper by questioning and understanding the underlying principles.

PO2: Effective Citizenship and Ethics:

CO2: Ethical considerations are vital in information management. Knowing the implications of knowledge organization systems ensures responsible information dissemination, respecting privacy, and avoiding biases.

CO4: Staying informed about trends in library classification is crucial for effective citizenship. It enables individuals to adapt to evolving information landscapes, ensuring the ethical handling and organization of information in alignment with societal needs.

PO3: Social competence and communication skills:

CO5: Preparing students for work in libraries involves teaching them to interact professionally with diverse groups of people. This includes effective communication with patrons, colleagues, and administrators, fostering social competence and communication skills essential for successful library professionals.

CO6: The practical application of classification knowledge involves collaboration, sharing ideas, and effective communication. Students working on practical tasks learn to communicate their thought processes, work in teams, and contribute to the shared understanding of classification concepts, enhancing social competence.

PO4 :Disciplinary Knowledge:

CO1 to CO7: the POs in Disciplinary Knowledge by providing students with a solid foundation in the principles, theories, and practical skills necessary for effective knowledge organization and library services. The emphasis on hands-on training ensures that graduates are not only well-versed in theoretical concepts but are also equipped to apply their knowledge in real-world library and information science scenarios.

PO5 :Personal and professional competence:

CO3: A strong foundation in the theory and practices of library classification is crucial for professionals to comprehend and apply classification principles effectively.

CO4: Staying abreast of current trends in library classification is essential for professionals to adapt to evolving information environments.

CO6: Possessing classification knowledge and practical skills is essential for effective job performance in library and information management roles, emphasizing professional competence.

PO6 :Self-directed and Life-long learning:

CO1: Understanding the principles behind knowledge organization systems is crucial for self-directed learning. As information evolves, individuals need to adapt and create effective systems for organizing and retrieving knowledge.

CO2: Knowing the implications of different knowledge organization approaches is essential for life-long learning.

CO3: Understanding the theory and practices of library classification is fundamental for self-directed learning.

CO6: The focus on learning classification knowledge and practical skills directly supports self-directed learning.

PO7 :Environment and Sustainability:

CO3: Understanding the theory and practices of library classification is crucial in the context of environmental studies. It allows professionals to systematically organize information related to environmental sciences, policies, and sustainable practices.

PO8 :Critical Thinking and Problem solving:

CO1: Developing knowledge organization systems requires critical thinking to understand the nature of information, its interrelationships, and the most effective ways to structure it. Problem-solving skills are essential to address the challenges in organizing diverse types of information.

CO6: Learning classification knowledge and practical skills involves critical thinking to comprehend the underlying concepts, evaluate different methods, and adapt strategies to suit specific information environments. Problem-solving skills come into play when applying classification systems to diverse datasets.

References

1. Dhyani, Pushpa, Library Classification: theory and practice. New Delhi: Vishwa Prakashan, 1998
2. Krishan Kumar. Theory of Library Classification, Ed.2 New Delhi, Vikas, 1980
3. PSG, Kumar. Knowledge Organisation, Information Processing and Retrieval: Theory. Delhi: BR, 2003
4. Ramalingam, MS. Library Cataloguing and Classification Systems. Delhi: Kalpaz, 2000
5. Ranganathan, SR. Colon Classification, 6th ed. Banagalore: Sarada Ranganathan Endowment for Library Science, 1960
6. Ranganathan, SR: Prolegomena to Library Classification, Ed2, London, LA 1957 & 1965
7. Sayers Berwick, WC Introduction to Library Classification. London, AndraDautch, 1950

Name of the Programme	: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Mandatory (Theory)
Course Code	: LIS-102-MJM
Course Title	: Information Processing: Cataloguing -A
No. of Credits	: 02
No. of Lectures	: 30

Course Objectives (COs):

1. To understand the role of cataloguing for retrieving library materials.
2. To introduce the fundamentals, various concepts, theories and principles in Cataloguing
3. To Introduce the concept of Catalogue Entries .
4. Catalogue, list out and describe according to a consistent plan , the Print and non-print resource available in the library.
5. Direct the users to similar materials
6. Record the collection of the library
7. Indicate the location of the resources

Course Outcomes (POs):

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

- CO1.** How to develop knowledge organization systems;
- CO2.** The implications of knowledge organization systems and approaches;
- CO3.** The principles and theories of library cataloguing;
- CO4.** The cataloguing rules of CCC and AACR;
- CO5.** To study the various standards available and used in cataloguing.
- CO6.** Will be useful to understand the basic functions and practical work in library cataloguing.
- CO7.** Will be useful to understand principles of theory in library cataloguing.
- CO8.** It will be learning to various library cataloguing schemes.

Topics :

Total No Of Credits = 02		
UNIT 1	Parts of a book 1.1 Reading a Book technically 1.2 Role of a cataloguer in library system	(10L)
UNIT 2	Library Catalogue and Its Forms 2.1 Library Catalogue: Definition, objectives, functions. 2.2 Library Catalogue and Bibliography, difference between library catalogue & bibliography 2.3 Kinds of catalogue: Outer (physical) forms of Library catalogue- Book, card, sheaf, printed, 2.4 Inner forms of Library catalogue - Classified, dictionary, alphabetic Classed catalogue.	(10L)
UNIT 3	Catalogue Entries 3.1 Kinds of Entries (AACRII-R & CCC) : Main, Added, Analytical, Reference Entry. 3.2 Filing of Entries : alphabetical, classified Alphabetization- letter by letter, word by word.	(10L)

Class : B.Lib.I.Sc. (Sem-I)

Subject : Library and Information Science

Course : Information Processing: Cataloguing - A (Theory)

Course Code : LIS-102-MJM

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		2		3		
CO 2							2	
CO 3		3	3		3	2		
CO 4						3		2
CO 5	3							2
CO6			3		3			
CO 7								

Justification for the mapping

PO1: Research-Related Skills and Scientific temper:

CO1: Research in library science often involves the development and improvement of knowledge organization systems. This CO equips students with the skills to create effective systems for organizing and managing information, enhancing their research-related skills.

CO5: This CO enhances research-related skills by familiarizing students with various cataloguing standards. It cultivates a scientific temper by emphasizing the importance of following standardized practices in information organization.

PO2: Effective Citizenship and Ethics:

CO1: Understanding how to develop knowledge organization systems is crucial for effective citizenship as it enhances an individual's ability to access and contribute to information.

CO3: Understanding the principles and theories of library cataloging is foundational for effective citizenship, as it empowers individuals to navigate information resources ethically.

PO3: Social competence and communication skills:

CO3: Learning the principles and theories of library cataloging is fundamental for effective communication within the library community. Social competence is developed by understanding and applying these principles in a way that supports the needs of library users

CO6: Practical experience in library cataloging enhances social competence by providing hands-on skills in managing information resources.

PO4 :Disciplinary Knowledge:

CO1: Understanding how to develop knowledge organization systems is fundamental to disciplinary knowledge in library and information science

PO5 :Personal and professional competence:

CO3: Familiarity with the principles and theories of library cataloging is foundational to personal competence in the library profession. It equips individuals with a theoretical framework for organizing information, enhancing their understanding of the profession.

CO6: Acquiring practical skills in library cataloging is directly aligned with professional competence. The ability to apply theoretical knowledge to real-world scenarios enhances efficiency and effectiveness in cataloging tasks, contributing to overall professional competency.

PO6 :Self-directed and Life-long learning:

CO1: This CO promotes self-directed learning by requiring students to develop knowledge organization systems.

CO3: To comprehend the principles and theories of library cataloging, students need to engage in self-directed learning to delve into theoretical frameworks and historical developments.

CO4: Familiarity with cataloging rules requires ongoing self-directed learning to adapt to changes and updates in standards like CCC and AACR.

PO7 :Environment and Sustainability:

CO2: Grasping the principles and theories of library cataloging enables professionals to design systems that prioritize sustainability.

PO8 :Critical Thinking and Problem solving:

CO4: Comparing and contrasting cataloging rules from different standards (CCC and AACR) involves critical thinking to understand the nuances and make informed decisions about their application.

CO5: Studying various cataloging standards requires critical thinking to assess their relevance, strengths, and weaknesses in different library settings.

References :

1. Anglo American Cataloguing Rules, 2nd Edi Rev. New Delhi, Oxford, 1988
2. Barbara, M Westby. Ed. Sears List of subject Headings, New York. HW. Wilson, 1977
3. Fritz, Deborah, A. Cataloguing with AACR2 and US-MARC Records. Chicago ACA, 1998
4. Gernert Leigh: A Textbook of cataloguing New Delhi .Dominant Publishers, 2003
5. Holled Robert P.: Subject Control in Online Catalog. New York. Howarth Press, 1989.
6. Malavya V.C.: Multimedia library and online cataloguing, New Delhi 2004.
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8. Maxwell, Robert and Maxwell, Margaret F. Maxwell's handbook of AACR-2R: Explaining and illustrating the Anglo American Cataloguing Rules and the 1993 amendments. Chicago: ACA, 1997
9. Ramalingam, MS. Library Cataloguing and Classification Systems. Delhi: Kalpaz, 2000
10. Ramalingam M.S. : Library Cataloguing and Classification Systems, Delhi 2003.
11. Ranganathan, SR. Library Catalogue: Fundamentals and Procedures, Madras, LA, 1950
12. Ranganathan, SR. Heading and Canons. Madras, S Vishwanathan, 1955
13. Ranganathan, SR :Classified Cataloguing Code. Madras, UBSPD, 1988.
14. Sengupta, Benoyendra, Cataloguing: Its theory and practice. Edn 3. Calcutta, World Press, 1980
15. Singh S.N. and Prasad H.N.: Cataloguing Manual: AACR II, New Delhi. BR Pub. 1985
16. Varma A.K.: Classified Catalogue Code: entries and procedure. Criterion

Name of the Programme	: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Elective (Theory)
Course Code	: LIS-116-OE
Course Title	: E- Resources Management
No. of Credits	: 2
No. of Lectures	: 30

Course Objectives (COs):

1. To learn about selection, licensing, and evaluation of electronic resources.
2. To critically examine the laws and policies that made an impact on electronic resource Management.
3. To know the critical technologies and standards behind electronic resource management
4. This programme aims to understanding digital environment , digitization, digital content creation, open standards , open journal system.
5. Students will get ample hands on for actual web designing work.
6. Prepare students for professional practice in the design, application, and evaluation of E-Resources
7. Aware students from Search Strategies Techniques
8. Hands on practice for all Databases.

Course Outcomes (POs):

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

- CO1.** The meaning, definition and types of electronic resources;
- CO2.** The electronic resources and their life cycles;
- CO3.** About collection development of e-resources;
- CO4.** The activities involved in developing collection and providing access to electronic resources.
- CO5.** Know about Operating System, Overview of various Computer & Mobile Operating systems and Applications.
- CO6.** Perform various features of Word processing such that Table, Mail merge, Hyperlink,etc.
- CO7.** Prepare a business presentation on MS PowerPoint.
- CO8.** Perform various mathematical, logical, and other functions on a large set of data using MS -Excel.

Topics:

Total No of Credits = 02	
UNIT 1	Electronic Resources (10L) 1.1 Electronic resources: concept, need, characteristics, benefits and drawbacks 1.2 E-Resource life cycle 1.3 Types of e-resources 1.4 Electronic publishing
UNIT 2	Collection Development (10L) 2.1 Collection building process: formulating policy, budgeting, evaluation of e- resources, pricing, licensing, ordering and receiving 2.2 Model licenses and guidelines 2.3 Negotiation: concept and need 2.4 Consortia: concept, need , purpose & limitations 2.5 National consortia: Shodhsindhu
UNIT 3	Usage Statistics and ERMS (10L) 3.1 Usage statistics of e-resources 3.2 Standards and guidelines (COUNTER, SUSHI) 3.3 ERMS: concept, need, features 3.4 Salient features of some ERMS (ExLibris Verde)

Course : E- Resources Management

Course Code : LIS-106-OE

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	2		2					2
CO 2								
CO 3	3	2			3	2		
CO 4			2					3
CO 5			2					
CO 6			3	2	3	3		
CO 7			2					

Justification for the mapping

PO1: Research-Related Skills and Scientific temper:

CO1: This CO enhances research-related skills by introducing students to various electronic resources. Understanding the types and definitions of electronic resources is crucial for conducting comprehensive research in the digital age.

CO3: The ability to curate and develop collections of electronic resources is a valuable research-related skill. It involves strategic decision-making and staying updated on relevant resources

PO2: Effective Citizenship and Ethics:

CO3: Contributing to the development of digital collections fosters a sense of community and shared knowledge, promoting effective citizenship by actively participating in the creation and dissemination of digital resources.

PO3: Social competence and communication skills:

CO1,CO4,CO5,CO6 & CO7: The understanding and usage of electronic resources, collection development, and computer applications involve effective communication skills. Students need to convey complex technical information in a clear and understandable manner. Whether it's describing the types of electronic resources, explaining the life cycles of electronic resources, or presenting a business presentation in MS PowerPoint, effective communication is crucial.

PO4 :Disciplinary Knowledge:

CO6: Proficiency in word processing features such as tables, mail merge, hyperlinks, etc., enhances students' disciplinary knowledge in office productivity tools. These skills are essential for effective communication and document creation in the field.

PO5 : Personal and professional competence:

CO3: Knowledge of collection development in the context of electronic resources is crucial for both personal and professional competence. It ensures individuals can curate and manage digital collections efficiently.

CO5: Knowledge of operating systems and applications is essential for personal and professional competence in the field of information technology. It enables individuals to navigate and utilize technology effectively.

PO6 :Self-directed and Life-long learning:

CO3: Collection development involves ongoing assessment and adjustment based on user needs, technological advancements, and the availability of new resources. This process requires a self-directed and life-long learning mindset to keep collections current and relevant.

CO6: Mastering word processing features involves continuous learning to keep up with updates and new features. This enhances self-directed learning skills as individuals seek to improve their proficiency in using these tools over time.

PO8 :Critical Thinking and Problem solving:

CO1: Identifying the most suitable electronic resources for specific needs requires problem-solving skills.

CO4: Evaluating the effectiveness of collection development activities requires critical thinking to continuously improve and adapt strategies based on user feedback and changing information needs.

References :

1. Conger, Joan E. (2004). Collaborative electronic resource management: From acquisitions to Assessment. Westport: Libraries Unlimited.
2. Cole, Jim et. al. (2003). E-serials Collection Management: Transition, Trends and Technicalities. London: CRC Press.
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5. Hanson, Ardis & Levin, B. L. (2002). Building a Virtual Library. Hershey, P.A.: Information Science Publishing.
6. Jones, Wayne, ed. (2009). E-Journal Access and Management. New York: Routledge.
7. Katz, Linda S. (2003). Collection Development Policies: New Dimension for Changing Collections. London: Routledge Kegan Paul.
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12. Paul Mitchell, Anne M & Surrat, Brain E. (2005). Cataloguing and Organizing Digital Resources: How to do it Manual for Librarians. London: Facet Publishing.

Name of the Programme	: B.Lib.I.Sc. Library and Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Elective (Theory)
Course Code	: LIS-117-OE
Course Title	: Library Management System
No. of Credits	: 2
No. of Lectures	: 30

Course Objectives (COs):

1. To make the students aware of principles & functions of management & their application to librarianship.
2. To train students in the organization of library work & collection development.
3. To familiarize with various library procedures & housekeeping activities.
4. To understand, monitor and evaluate library procedures & practices.
5. To make the students aware of principles & functions of management & their application to Librarianship
6. To understand & evaluate the library procedures & practices in libraries
7. To Introduce the concept of HRM .

Course Outcomes (POs):

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

- CO1** :Will be able to effectively administer and manage Libraries and Information Centers.
- CO2**: Identify the main approaches to the study of the management of an organization.
- CO3**: Maintain the library statistics and prepare annual report .
- CO4**: Understand the concept and history of management
- CO4**: Elaborate principles and functions of management
- CO5**: Carry out various operations of Library and Information Centres
- CO6**: Evaluate various types of Library Committee
- CO7**: Comprehend the concept of financial management and human resource management

Topics :

Total No Of Credits = 02	
UNIT 1	Management: An Overview (10L) 1.1 Definition, History of Management 1.2 Scientific Management by Frederick Taylor & Principles of management by Henri Fayol 1.3 Functions of Management (POSDCORB) & their application to librarianship 1.4 Qualities of a Good Manager
UNIT 2	Human resource Management (10L) 2.1 HRM : Concept, Need, UGC Staff Formula inter personal relations, recruitment procedures, motivations ,Training and Development 2.2 Library Committee : Need, Purpose, Types Functions, Role of a Librarian
UNIT 3	Financial Management (10L) 3.1 Financial Management : Definition, need, Brief outline of Financial resources 3.2 Resources Mobilization , outsourcing 3.3 Reporting : Types of reports , Annual report compilations, contents & style 3.4 Source of Finance

Class : B.Lib.I.Sc. (Sem-II)**Subject** : Library and Information Science**Course** : Library Management System**Course Code** : LIS-117-OE**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		2		
CO 2		2		3	2			
CO 3	3		2					
CO 4					3			
CO 5	2							3
CO 6							2	2
CO 7		2		2	2			

Justification for the mapping

PO1: Research-Related Skills and Scientific temper:

CO3: Gathering and maintaining library statistics involve research skills to collect, analyze, and interpret data. Preparing an annual report requires the ability to synthesize information and communicate findings effectively.

CO5: Carrying out various operations in libraries involves practical application of research skills. Students need to understand and apply best practices, which may involve referring to research literature to inform decision-making.

PO2: Effective Citizenship and Ethics:

CO2: Understanding various management approaches contributes to effective citizenship by ensuring that library management is informed, strategic, and aligns with ethical standards.

CO7: Understanding financial and human resource management is essential for responsible citizenship within an organization.

PO3: Social competence and communication skills:

CO1: Social competence is crucial for effective administration and management. Library professionals need to interact with diverse stakeholders, including library staff, users, and external partners. Strong communication skills are essential to convey information clearly, address concerns, and collaborate with others in the library community.

CO3: Social competence comes into play when compiling library statistics and preparing reports.

PO4 :Disciplinary Knowledge:

CO2&CO3: Understanding different approaches to organizational management is fundamental in library and information science. Library statistics and annual reports are integral components of library management.

CO7: Financial and human resource management are critical components of library administration. This outcome ensures that graduates comprehend these concepts within the context of library and information science.

PO5 :Personal and professional competence:

CO2: Understanding different approaches to organizational management contributes to the professional competence of an individual by providing a broader perspective on management theories and practices.

CO4: A solid understanding of the concept and history of management is foundational to professional competence, providing context and a framework for informed decision-making in library administration.

CO7: A comprehensive understanding of financial management and human resource management is crucial for personal and professional competence, as it equips individuals with the skills to manage resources and personnel effectively.

PO6 :Self-directed and Life-long learning:

CO1: This outcome promotes self-directed learning by requiring students to acquire skills and knowledge in library administration and management. To be effective in this field, students need to continually update their understanding of evolving technologies and best practices in library management, encouraging a commitment to lifelong learning.

PO7 :Environment and Sustainability:

CO6: Library committees can be instrumental in driving sustainability initiatives.

PO8 :Critical Thinking and Problem solving:

CO5: Critical thinking is crucial in managing day-to-day operations effectively. Problem-solving skills come into play when addressing challenges such as resource constraints, changing user needs, or technological advancements.

CO6: Critical thinking is necessary in assessing the composition, roles, and effectiveness of library committees. Professionals need to analyze the contributions of different committees to organizational goals and problem-solve to enhance their efficiency. Evaluating committees requires a thoughtful and analytical approach.

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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	: I
Course Type	: Major Mandatory (Practical)
Course Code	: LIS-121-VSC
Course Title	: Knowledge Organization: Classification: Practical
No. of Credits	: 02
No. of Lectures	: 30

Course Objectives (COs):

1. To develop skills for in using classification schemes for classifying various Documents.
2. To introduce the concept of PMEST Formula.
3. To know Structure and Organization of DDC.
4. To understand the role of library classification in knowledge organization.
5. To understand the mode of formation of subjects in the universe of knowledge.
6. To introduce various concepts, theories & principles of classification.
7. To get familiar with select schemes of classification.

Course Outcomes (POs):

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

- CO1.** Principles of how-to-do methods on building up class numbers;
- CO2.** Knowledge of two classification schemes: Dewey Decimal Classification and Colon Classification;
- CO3.** About the schedules, the rule books and also the number building process
- CO4.** To observe, correct, and to check the workouts of the students till arrive at the desired class number;
- CO5.** Will learn the practical skills of Dewey decimal classification and colon classification Systems.
- CO6.** To develop skills of classification.
- CO7.** To develop proficiency in using Dewey decimal classification (19th edition) to Construct Class Numbers for documents of different disciplines / subjects.

Topics :

Total No Of Credits = 02

Classification of Documents According to Dewey Decimal Classification (DDC) 19th or 21st Edition

Unit 1: • Introduction: Structure and Organization of DDC

- Classification of Documents Representing Simple Subjects.

Unit 2: • Classification of Documents with Standard Sub-divisions.

Unit 3: • Classification of Documents Representing Compound Subjects

Unit 4: • Classification of Documents Representing Complex Subjects.

- Assigning Book Number.

Colon Classification (6th Rev. Edition)

- Use of PMEST Formula : Main Class Library Science and Literature
- Use of Common isolates in- periodicals, biographies.

Class : B.Lib.I.Sc. (Sem-I)

Subject : Library and Information Science

Course : Knowledge Organization: Classification: Practical

Course Code : LIS-121-VSC

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
CO 2				3				3
CO 3					3			2
CO 4		2				3		3
CO 5		3	2		3			2
CO 6						2		1
CO 7			2	3				2

Justification for the mapping

PO2: Effective Citizenship and Ethics:

CO4: The process of observation, correction, and checking promotes accountability and attention to detail, essential aspects of effective citizenship.

CO5: Practical skills development is essential for effective citizenship. It empowers individuals to navigate and contribute to the information landscape responsibly, promoting ethical conduct in accessing and utilizing information resources.

PO3: Social competence and communication skills:

CO5 & CO7: The practical skills gained in Dewey Decimal Classification and Colon Classification systems contribute to social competence. Through collaborative exercises and discussions, students will develop a shared understanding of these systems, enhancing their ability to work with others and communicate effectively within a professional context.

PO4 :Disciplinary Knowledge:

CO2: This CO indicates a broad understanding of different classification schemes. It adds to disciplinary knowledge by exposing students to the major systems used in libraries globally, fostering a comprehensive understanding of classification principles.

CO7: Proficiency in using a specific edition of a classification system for constructing class numbers aligns with disciplinary knowledge. It ensures that students are adept at applying the latest standards and guidelines in organizing library materials.

PO5 :Personal and professional competence:

CO3: Being familiar with schedules, rule books, and the number-building process is essential for personal and professional competence in information management.

CO5: Acquiring practical skills in classification systems enhances personal and professional competence by providing hands-on experience. This practical knowledge is directly applicable in library and information management roles.

PO6 :Self-directed and Life-long learning:

CO4: The emphasis on observation, correction, and checking encourages a self-reflective learning process. This iterative approach is reflective of a commitment to continuous improvement, a hallmark of self-directed and life-long learners.

CO6: Developing classification skills is an ongoing process that aligns with life-long learning

PO8 :Critical Thinking and Problem solving:

CO1 To CO7: the course objectives are designed to promote critical thinking by requiring students to analyze, evaluate, and apply classification principles. Additionally, the problem-solving aspect is evident in the practical application of classification skills to various documents and subjects.

References:

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Name of the Programme	: B.Lib.I.Sc.
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Mandatory (Practical)
Course Code	: LIS-126-SEC
Course Title	: Soft Skills for LIS Professionals: Practical
No. of Credits	: 02
No. of Lectures	: 30

Course Objectives (COs) :

1. To develop reading, writing and speaking skills among students.
2. To introduce concept of SWOC.
3. To make the students understand the importance of time management and interpersonal relationship at the workplace.
4. The paper aims to inculcate potential skills in the learners.
5. To LIS Professional them to deal with the external world in a collaborative manner, communicate effectively, take initiative, solve problems, and demonstrate a positive work ethic.
6. To LIS Professional positive impact in the field of Library and Information Science.
7. To Understand Develop skills in subject analysis and synthesis of different facets.

Course Outcomes (POs) :

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

- CO1.** Will be able to effectively administer and manage Libraries and Information Centers.
- CO2.** Identify the main approaches to the study of the management of an organization.
- CO3.** Maintain the library statistics and prepare annual report .
- CO4.** Comprehend the basic concept and importance the organization of knowledge.
- CO5.** Understand the importance of the various library classification schemes used in different types of libraries.
- CO6.** Understand the formation of subjects in the Universe of Subjects.
- CO7.** Develop personal and communication skills among LIS students.

Topics :

Unit No.	Total No Of Credits = 02	
UNIT 1	Skills for Library and Information Science Professionals	(10L)
	1.1 Professional Skills: Concept, Need, Advantages 1.2 Communication Skills 1.3 Administrative, Managerial, Interpersonal, Human Relation Skills, Soft Skills, Decision Making Skills, Time Management Skills, Motivation Skills, Leadership Skills. 1.4 Information Technology Skills, Computer and Network Literacy	
UNIT 2	Presentation and Interview Skills	(10L)
	2.1 Presentation, Preparing Curricular Vitae 2.2 Online Application, Job Portals for LIS 2.3 Interview Types, Preparation (Job based) 2.4 Extra-curricular activities 2.5 Personality Development, Positive Attitude, Body Language	
UNIT 3	Drafting Letters in LIS context and Writing Skills	(10L)
	3.1 Types of Letter: Formal, Informal 3.2 Drafting Rules, Agenda, Minutes, Recommendations 3.3 Report Writing: Progress, Annual Reports, Budget, User Statistics 3.4 Files Records: Management and Maintenance	

Class : B.Lib.I.Sc. (Sem-I)

Subject : Library and Information Science

Course : Soft Skills for LIS Professionals: Practical

Course Code : LIS-126-SEC

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		2		2				3
CO 2								
CO 3	3		2			2		
CO 4					3			
CO 5							2	2
CO 6			3		2			
CO 7								

Justification for the mapping

PO1: Research-Related Skills and Scientific temper:

CO3: Keeping track of library statistics and preparing reports require data collection, analysis, and presentation skills. This directly aligns with research-related skills, as students learn to gather, interpret, and communicate information effectively.

PO2: Effective Citizenship and Ethics:

CO1: Effective administration and management skills contribute to the responsible use of resources. Library professionals play a crucial role in providing access to information for all members of society, promoting literacy, and fostering a knowledge-driven community.

PO3: Social competence and communication skills:

CO3: Social competence is necessary when gathering data from library users and staff. Effective communication skills are essential for presenting this information in an annual report format that is clear, concise, and understandable to a diverse audience, including administrators, funders, and the general public.

CO6: Understanding the formation of subjects in the Universe of Subjects requires social competence to engage with diverse user groups and comprehend their information needs. Communication skills are essential for conveying complex subject structures in a way that is accessible to users.

PO4 :Disciplinary Knowledge:

CO1: This outcome contributes to disciplinary knowledge by ensuring that students have a comprehensive understanding of library and information center management. It covers the practical aspects of running such institutions, including resource allocation, staff management, and the effective utilization of technology in information services.

PO5 :Personal and professional competence:

CO4: Understanding the organization of knowledge is fundamental to the field of LIS. This PO contributes to personal competence by broadening one's intellectual horizons and promoting a deeper understanding of the significance of knowledge organization.

CO6: This outcome contributes to personal competence by fostering a deep understanding of the formation of subjects in the Universe of Subjects. It enhances professional competence by providing the knowledge needed to organize and manage information resources effectively.

PO6 :Self-directed and Life-long learning:

CO3: Lifelong learners in the field of LIS recognize the importance of data-driven decision-making. Acquiring the skills to maintain library statistics and prepare annual reports not only contributes to effective library management but also encourages a habit of continuous reflection and improvement based on data analysis.

PO7 :Environment and Sustainability:

CO5: Libraries often house resources on environmental sciences, sustainable development, and related topics.

PO8 :Critical Thinking and Problem solving:

CO1: This outcome requires the ability to critically assess the needs of a library, identify potential issues in its management, and develop effective solutions. Critical thinking is crucial in decision-making processes related to resource allocation, staff management, and adapting to technological changes within the library.

CO5: Evaluating and understanding various library classification schemes involve critical thinking skills. Libraries must adapt their classification systems based on the nature of their collections and users, requiring problem-solving abilities to ensure efficient access to information.

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Name of the Programme	: B.Lib.I.Sc. Library & Information Science
Programme Code	: UALIS
Class	: B.Lib.I.Sc.
Semester	: I
Course Type	: Major Mandatory (Theory)
Course Code	: LIS-137-IKS
Course Title	: Foundations of Library & Information Science
No. of Credits	: 02
No. of Lectures	: 30

Course Objectives (COs):

1. To understand purpose, role and importance of libraries in society
2. To familiarize students with development of libraries in global and India in particular.
3. To make them aware about the five laws of library science.
4. To know about various types of libraries, their objectives & functions.
5. Will be learn enhance the understanding of Library and Information Science Education and Library Fields.
6. Knows laws related to libraries.
7. Awareness about the five laws of library science.

Course Outcomes (POs):

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

- CO1.** The foundational aspects of library and information science (LIS), in terms of history, significant developments, major themes, organizations and institutions.
- CO2.** To examine major conceptual frameworks for LIS practice and theory, the user perspectives and the history of the modern libraries in India;
- CO3.** Knowledge about different types of libraries
- CO4.** Awareness of different Indian library legislation acts; and
- CO5.** To be familiar with the five laws of library science, profession and professional ethics.
- CO6.** Awareness about the five laws of library science.
- CO7.** Know about various types of libraries, their objectives & functions.

Topics :

Total No. of Credits = 02	
UNIT 1	Development of Libraries: An Overview (10L) 1.1 History of library movement in India. 1.2 Development of Libraries in India With Special Reference to Maharashtra 1.3 Role of Libraries in national development 1.4 Culture & Libraries
UNIT 2	Laws of Library Science (08L) 2.1 Normative Principles of library and information science 2.2 The five laws library science and their implications
UNIT 3	Types of Libraries (12L) 3.1 National libraries: Definition, Objectives, functions, history & brief Outline of National Library of India. 3.2 Public Libraries: Definition, Objectives, Development and Functions 3.3 Academic Libraries: School, College & University Libraries- Definitions, Objectives, Functions 3.4 Special Libraries: definition, objectives and Brief outline of the Development of Research Libraries In India.

Class : B.Lib.I.Sc. (Sem-I)**Subject** : Library and Information Science**Course** : Foundations of Library and Information Science**Course Code** : LIS-137-IKS**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	2		3	2	3		
CO 2		2			2			2
CO 3	3	2		3	2			
CO 4		2	3		1	2		3
CO 5		2	3		1			
CO6		2			2		2	
CO 7	3	2	2		2	3		

Justification for the mapping

PO1: Research-Related Skills and Scientific temper:

CO1: This CO involves exploring the history and significant developments in Library and Information Science (LIS). Research-related skills are developed through studying historical perspectives, understanding the evolution of information systems, and analyzing major themes.

CO 3& CO7: Research-related skills are honed as students gather and analyze information about different types of libraries. awareness of the various types of libraries and their specific objectives and functions

PO2: Effective Citizenship and Ethics:

CO1 to CO7: the mentioned COs contribute to the development of Effective Citizenship and Ethics by providing a comprehensive understanding of the historical, conceptual, legal, and ethical dimensions of Library and Information Science. This knowledge equips professionals with the skills and values necessary to contribute ethically and responsibly to the information needs of diverse communities.

PO3: Social competence and communication skills:

CO4 and CO5: which focus on awareness of Indian library legislation acts and familiarity with the five laws of library science and professional ethics, highlight the importance of ethical behavior in the field.

CO7: Understanding and communicating the objectives and functions of different types of libraries involve social competence in conveying the value and role of libraries in diverse communities.

PO4 :Disciplinary Knowledge:

CO1: This CO contributes to disciplinary knowledge by covering the historical background, significant developments, major themes, organizations, and institutions in LIS.

CO3: This CO builds disciplinary knowledge by familiarizing students with the various types of libraries.

PO5 :Personal and professional competence:

CO1 to CO7: the course outcomes contribute significantly to the development of personal and professional competence in Library and Information Science by covering foundational knowledge, theoretical frameworks, legal considerations, ethical principles, and practical aspects of library management.

PO6 :Self-directed and Life-long learning:

CO1: Understanding the history and significant developments in library and information science encourages self-directed learning by requiring students to delve into the roots of the discipline independently

CO4: Understanding Indian library legislation acts requires students to engage in independent research, contributing to self-directed learning

CO7: Knowing about various types of libraries and their objectives necessitates self-directed exploration of the diverse roles libraries play.

PO7 :Environment and Sustainability:

CO6: Reiterating awareness of the five laws emphasizes their importance in guiding ethical and sustainable practices in library science.

PO8 :Critical Thinking and Problem solving:

CO2: Exploring conceptual frameworks demands critical thinking to evaluate their relevance and effectiveness in library and information science.

CO4: Understanding and being aware of different Indian library legislation acts necessitates critical thinking to evaluate their impact on the profession.

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