

Sant Gadge Baba Amravati University, Amravati

Syllabus for CBCS Pattern B.A. (Library & Information Science)
Paper Patterns for all Six Semesters (Sem 1 to Sem VI)

Theory: 80 Marks
Int. Ass: 20 Marks

Instructions:

- i. All questions are Compulsory
- ii. All questions carry equal marks (Each question SIXTEEN Marks)

1. Students will have to solve TWO long questions from any two of the five units. Each of these long questions carries SIXTEEN Marks. (Internal Choice is available)

2X16=32

2. Students will have to solve EIGHT Short Questions in all choosing four questions from each of the two units out of the total five. Each short question carries four Marks.

8X4=32

3. Student will have to solve EIGHT Multiple Choice Type questions from any one of the five units. Each of these questions carries Two Marks.

8X2=16

Total=80

Internal Examination: 20 marks

1. Viva Voice : 10 marks
2. Assignments: 10 Marks

Structure of Course:

Semester- I To VI

Semester	Paper No./Code	Title of the Paper	Marks		Total Marks
			External	Internal	
I	BA-I-101	Foundation of Library and Information Science	80	20	100
II	BA-I-201	Librarianship Profession, Legislation and Role of Government	80	20	100
III	BA-II-301	Library Organization	80	20	100
IV	BA-II-401	Management of Library Operations	80	20	100
V	BA-III-501	Reference service	80	20	100
VI	BA-III-601	Information Sources and Services	80	20	100
Total Marks					600

SCHEME OF TEACHING AND EXAMINATION FOR SEMESTER AND CREDIT PATTERN FOR LIBRARY AND INFORMATION SCIENCE IN BACHELOR OF ARTS

SEMESTER- I To VI										
Paper No./Code	Title of the Paper	Teaching Scheme			Examination Scheme					Total Marks
		Theory	Pract./Internal	Total Credits	Theory			Pract./Internal		
		Credits	Credits		Dur.	Max. Mar.	Min. Passing Marks	Max. Mar.	Min. Passing Marks	
BA-I-101	Foundation of Library and Information Science	3	1	4	3 Hr.	80	32	20	8	100
BA-I-201	Librarianship Profession, Legislation and Role of Government	3	1	4	3 Hr.	80	32	20	8	100
BA-II-301	Library Organization	3	1	4	3 Hr.	80	32	20	8	100
BA-II-401	Management of Library Operations	3	1	4	3 Hr.	80	32	20	8	100
BA-III-501	Reference service	3	1	4	3 Hr.	80	32	20	8	100
BA-III-601	Information Sources and Services	3	1	4	3 Hr.	80	32	20	8	100
		18	6	24		480	192	120	48	600

Syllabi of B.A. Final Semester-V

BA-III-501-REFERENCE SERVICE

Unit	Total Number of Credits = 03
Unit-I	Sources of Information : Primary, Secondary and Tertiary Sources of Information Nature, Characteristics of Reference Books Documentary Information Sources : Print and Non Print, Electronic Nature Non Documentary Information Sources : Human and Institutional : Nature, Characteristics and Utility
Unit-II	Reference Sources : Concepts, Types and Utility Dictionary, Yearbook, Encyclopaedia, Almanacs, Gazetteer, Atlas, Annual Reports, Research Reports, Biographies & Bibliographies. Need and Criteria for Evaluation of Reference Books. Evaluation of Selected Reference Books.
Unit-III	Reference Service : Definition Need, Nature, Scope of Reference Service. Types of Reference Service-Ready and Long Range Reference Service. Anticipatory and Responsive Service.
Unit-IV	Steps in Reference Service : Reference Questions, Reference Interviews, Secondary Information. Reference Service in Public, Academic and Special Libraries.
Unit-V	User Education, Organizational Aspects of Reference Service. User Education : Objectives and Techniques. User Education in Public, Academic and Special Libraries. Organization of Reference department/Reference Service. Qualities of a Reference Service.

Syllabi of B.A. Final Semester-VI

BA-III-601-INFORMATION SOURCES AND SERVICES

Unit	Total Number of Credits = 03
Unit-I	Library Services : Lending Services Reprographic Services Current Awareness Services News Paper Clippings Bibliographic Services
Unit-II	Information Services: Information Services: Concepts, Definition, Need and Trends. Information Alert Services (CAS & SDI) Need, Techniques and Evaluation. Bibliographic, Abstract, Referral, Document Delivery and Translation Services.
Unit-III	Information: Information: Concept, Need and Importance Characteristics of Information Information Literacy
Unit-IV	Information Users and their Information Needs: Types of User Approaches and Need of Users User Studies: Purpose and Techniques. Information Seeking Behaviour.
Unit-V	Trends in Reference and Information Services: Internet as a Source of Information Information Centres and Systems National Information Centres and Systems. (NISCAIR, NASSDOC, DESIDOC) Objectives, Functions and Services.

Recommended Books:

1. Ranganathan, S. R. Five Laws of Library Science. Madras: Madras Library Association, 1967.
2. Vishwanathan, C. G. Introduction of Public Library with special reference to India. 2nd Ed. Bombay: Asia Publishing House 1961..
3. Khanna, I. K. Fundamentals of Library organization. Delhi: EssEss Publication 1984.
4. Krishna Kumar. Organisation. New Delhi: Vikas Publishing.
5. Mittal Library Administration: Theory and practice. 5th ed. New Delhi: Metropolitan Book Co.. 1987.
6. Guha, B. Information and Documentation. Calcutta: World Press, 1983.
7. Ranganathan. SR. Classified Cataloguing Code. Madras. UBSPD.1988
8. Ranganathan. SR. Colon Classification. 6th ed. Bangalore: SaradaRanganathan Endowment for Library Science. 1960
9. Ranganathan. SR. Library Catalogue: Fundamentals and Procedures. Madras. LA. 1950
10. Ranganathan. SR. Prolegomena to Library Classification. Ed2.London. LS 1957 & 1965
11. Sengupta. Benoyendra. Cataloguing: Its theory and practice. Edn3. Calcutta. World Press. 1980
12. Vishwanathan. C.G. Cataloguing: Theory and Practice. Edn.4 New Delhi. Today and Tomorrow. 1980.
13. Atherton, Pauline. Handbook for information systems and service, Paris: Unesco, 1977 14. Atherton, P. Handbook for information systems and service, 1977
15. Burch, J.C. and Stretev, F.R. Information Systems: Theory and Practice, 1974.
16. BALDWIN (V A). Information Literacy in Science & Technology Disciplines. Library Conference Presentation and Speech. (2005). University of Nebraska, Lincoln.http://digitalcommons.unl.edu/library_talks/11