

Sant Gadge Baba Amravati University, Amravati

As Per NEP 2020 Syllabus

Faculty: Humanities

Three Years- Six Semesters Bachelor's Degree Programme

B.A.-II, SEM-III (Library & Information Science)

Course Code – 636263

Minor Theory: Preservation and Conversation of Library Materials

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Total Teaching Hours	Max Marks	Internal Marks	Total Marks
5.0	V	636263	Minor Theory- Preservation and Conversation of Library Materials	4	4	60	60	40	100

Course Code – 636263

Minor Theory: Preservation and Conversation of Library Materials

Course Objective	- To understand the importance of preservation and conservation in libraries. - To learn methods and techniques of preservation and conservation.			
Course Outcomes:	- Understand the importance of preserving library materials. - To understand preventive measures against damage. - To understand proper storage and handling practices. - Understand conservation methods for library materials. - Explain modern trends in preservation.			
Unit System	Contents	Workload Allotted	Weightage of Marks Allotted	Exam Type & Marks
Unit I	Introduction to Preservation and Conservation - Meaning and concept of preservation and conservation. - Objectives and importance in libraries. - Need for preservation of documentary heritage. - Role of librarians in preservation activities.	10 Hours	10 Marks	Theory-60 Internal Assessment-40 Marks Total Marks-100
Unit II	Deterioration of Library Materials - Causes of deterioration. - Environmental factors. - Damage caused by insects, fungi and rodents. - Effects of light, temperature and humidity.	10 Hours	10 Marks	

Unit III	Preservation Techniques • Preventive preservation methods. • Care and handling of books and documents. • Binding and repair of books. • Lamination and encapsulation.			
Unit IV	Conservation and Reprographic Techniques • Conservation principles and practices. • Paper conservation techniques. • Microfilming and digitization. • Reprography and photocopying.	10 Hours	10Marks	
Unit V	Digital Preservation and Disaster Management • Digital preservation concepts. • Preservation of electronic resources. • Backup and data storage methods. • Security measures for library collections.	10 Hours	10Marks	
Unit VI	Preservation Policies and Emerging Trends • Preservation policies and standards. • National and international preservation programmes. • Modern technologies in preservation. • Challenges and future trends in preservation.	10 Hours	10 Marks	
References:	• Preservation and Conservation for Libraries and Archives by N. S. Harinarayana. • Preservation Management for Libraries, Archives and Museums by G. E. Gorman. • Conservation of Library Materials by S. R. Ranganathan. • Preserving Library Materials by Merrily Smith. • Digital Preservation by Ross Harvey.			