

Sant Gadge Baba Amravati University, Amravati

As Per NEP 2020 Syllabus

Faculty: Humanities

Three Years- Six Semesters Bachelor's Degree Programme

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

Course Code – 636210

Major-1: Introduction to Library Cataloguing

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Total Teaching Hours	Max Marks	Internal Marks	Total Marks
5.0	VI	636210	Major-1: Introduction to Library Cataloguing.	4	4	60	60	40	100

Course Code – 636210

Major-1: Introduction to Library Cataloguing

Course Objective	- To introduce core concepts of library cataloguing. - To demonstrate how to create accurate catalogue records manually.			
Course Outcomes:	- Understand the purpose and principles of library cataloguing. - Apply cataloguing rules to various types of information resources. - Create standard bibliographic records using MARC21 formats. - Utilize subject heading lists to assign accurate subject access points. - Navigate integrated library systems to manage digital catalogues.			
Unit System	Contents	Workload Allotted	Weightage of Marks Allotted	Exam Type & Marks
Unit I	Fundamentals of Library Cataloguing - Meaning, Definition of cataloguing. - Objectives of Cataloguing. - Need and Functions of Library Catalogue. - History and Development of Cataloguing.	10 Hours	10 Marks	Theory-60 Internal Assessment-40 Marks Total Marks-100
Unit II	Types of Library Cataloguing. - Author Catalogue, Title Catalogue. - Subject Catalogue - Physical Forms of Catalogue: - Book Catalogue, Card Catalogue.	10 Hours	10 Marks	
Unit III	Cataloguing Entries - Types of Catalogue Entries: - Main Entry - Added Entries (Author, Title, Subject, Series) - Structure of Catalogue Entry			

Unit IV	Cataloguing Filing Rules. • Alphabetical Filing • Classified Filing • Subject Headings: Concept and Importance • Chain Procedure (Basic Introduction)	10 Hours	10Marks	
Unit V	Cataloguing Codes and Standards • Need and Purpose of Cataloguing Codes • Importance of cataloguing codes. • Features of Cataloguing codes. • Study of Major Codes:	10 Hours	10Marks	
Unit VI	Cataloguing standards in LIS • Meaning and Objectives. • AACR-II • RDA • International standards.	10 Hours	10 Marks	
References:	• Classified Catalogue Code by S. R. Ranganathan. • Theory of Cataloguing by Mallinath Kumbar. • Cataloguing Practice by Krishan Kumar. • Library Cataloguing: Theory and Practice by D. C. Gupta. • Cataloguing in Library Science by G. Bhattacharyya.			

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Three Years- Six Semesters Bachelor's Degree Programme

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

Course Code – 636211

Major-2: Library Legislation and Copyright

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Total Teaching Hours	Max Marks	Internal Marks	Total Marks
5.0	VI	636211	Major-2: Library Legislation and Copyright	4	4	60	60	40	100

Course Code – 636211

Major-2: Library Legislation and Copyright

Course Objective	- To understand the concept and importance of library legislation. - To learn legal and ethical issues related to library services.			
Course Outcomes:	- To study library laws in India and their development. - To understand copyright law and intellectual property rights. - To understand the role of libraries in protecting information rights. - Identify legal issues in digital information environment. - Explain modern trends in copyright and open access.			
Unit System	Contents	Workload Allotted	Weightage of Marks Allotted	Exam Type & Marks
Unit I	Introduction to Library Legislation - Meaning, definition and need of library legislation - Objectives and functions of library legislation - Principles and components of library legislation - Role of library legislation in library development.	10 Hours	10 Marks	Theory-60 Internal Assessment-40 Marks Total Marks-100
Unit II	Library Legislation in India - Historical development of library legislation in India. - State library legislations in India. - Delivery of Books and Newspapers Act.	10 Hours	10 Marks	

	• Press and Registration of Books Act.			
Unit III	Copyright and Intellectual Property Right • Meaning and concept of copyright • Intellectual Property Rights (IPR): types and significance • Copyright Act of India • Rights of authors, publishers and users			
Unit IV	Copyright Issues in Libraries • Copyright and library services. • Reprography and photocopying. • Licensing and access to e-resources. • Plagiarism and ethical use of information.	10 Hours	10Marks	
Unit V	Information Policies and Right to Information • National Information Policy. • Right to Information (RTI) Act. • Information access and freedom of information. • Information ethics and privacy.	10 Hours	10Marks	
Unit VI	Library Governance and Current Trends • Library administration under library acts. • Problems in implementation of library legislation. • Open access movement and Creative Commons. • Emerging trends in copyright and information laws.	10 Hours	10 Marks	
References:	• Library Legislation in India by R. B. Bhandarkar. • Library Legislation by S. R. Ranganathan. • Copyright for Libraries and Information Services by L. S. Ramaiah. • Intellectual Property Rights by P. Narayanan. • Copyright Law in India by V. K. Ahuja.			

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

Course Code – 636212

Major Elective: Library Automation using SOUL

Level	Semester	Course Code	Course Name	Credits	Teaching Hours	Total Teaching Hours	Max Marks	Internal Marks	Total Marks
5.0	VI	636212	Major Elective: Library Automation using SOUL	4	4	60	60	40	100

Course Code – 636212

Major Elective: Library Automation using

SOUL

Course Objective	- To introduce the concepts, need, and importance of library automation. - To familiarize students with the features and architecture of SOUL (Software for University Libraries).			
Course Outcomes:	- Explain the concepts, objectives, and benefits of library automation. - Install, configure, and manage the basic environment of SOUL software. - Perform acquisition, cataloguing, circulation, serials control, and OPAC operations using SOUL. - Create and maintain bibliographic and member databases in SOUL. - Generate reports, statistics, and backups for effective library management.			
Unit System	Contents	Workload Allotted	Weightage of Marks Allotted	Exam Type & Marks
Unit I	Library Automation : Concept - Concept, Need, and Objectives of Library Automation - Evolution of Library Automation - Housekeeping Operations in Libraries - Components of an Automated Library	10 Hours	10 Marks	Theory-60 Internal Assessment-40 Marks Total Marks-100

Unit II	SOUL Software – Installation and Administration • Features and Architecture of SOUL • Versions of SOUL (SOUL 2.0 and SOUL 3.0) • Installation Requirements • User Login and Interface	10Hours	10 Marks	
Unit III	Acquisition and Cataloguing Modules • Acquisition Module • Vendor Management • Order Processing • Accessioning	10 Hours	10Marks	
Unit IV	Circulation Modules • Membership Registration • Issue, Return, Renewal, Reservation • Fine Collection • Lost Book Management	10Hours	10Marks	
Unit V	Serials Control and Reports • Serials Management • Subscription Management • Receipt of Journals • Report Generation	10 Hours	10 Marks	
Unit VI	Advanced Features and Emerging Trends • OPAC and Web-OPAC • Mobile OPAC • Backup and Restore Procedures • Comparison of SOUL with Other ILMs (Koha, NewGenLib)	10 Hours	10 Marks	
References:	• Library Automation by I.K. Ravichandra Rao: • Indian Libraries: Documentation and Automation in Library Services by Krishna Das Gupta. • Automating Book Acquisition by S. Amba and S. Doss: • OCLC. (n.d.). Library Automation. [Online]. Available at https://www.oclc.org/en/home.html • Lancaster, F. W. (1993). Library Automation: Hands-on Systems and Techniques. • Tillett, B. R. (1999). The Librarian's Guide to the Internet. • OCLC. (n.d.). Integrated Library Systems (ILS). [Online]. Available at: https://www.oclc.org/en/home.html			