

GENERAL OPEN ELECTIVE COURSE

PAPER NAME: LIBRARY AND INFORMATION RESOURCES

Code of the Course/Subject	Title of the Course/Subject	(Total Number of Periods)

Programme Objectives:

1. To develop the basic understanding of theoretical and practical aspects of Library and Information Science.
2. To develop the basic understanding of libraries, its types and available resources (Print and Electronic).
3. To equip the students to pursue the subject for higher education in future.
4. To develop basic skills among students who choose to work as semi professionals in the libraries, after graduation level.

COs

1. Able to understand the development of civilization
2. Gain knowledge about the growth of Information and Knowledge
3. Develop different types of libraries
4. Apply Five Laws of Library Science in the libraries
5. Gain knowledge about Digital Library and Virtual Library
6. To understand the concept and need of reference and information sources
7. To gain knowledge about the various types of information sources
8. To classify the characteristics of primary, secondary and tertiary sources of information
9. Evaluate of information sources
10. Develop reference collection
11. To use Online Reference Sources

Unit	Content
Unit – 1	Library, Information and Society: Concepts Introduction, Definition of a Library, Purpose of a Library, Functions of a Library, Modern Society and Library, Information and Library, Role of Library in Society: Role of Library in Education, Role of Library in Research and Development, Role of library in Information Dissemination, Role of Library in Promotion and Development of Culture, Role of Library in Recreation and Leisure, Role of Library in Moral, Ideological and Spiritual Development, Concept of Trinity (6 periods)
Unit – 2	Types of Libraries and their Role Introduction, Public library, Academic Library, Special Library, National Library, Digital Library, Virtual Library (6 periods)
Unit – 3	Five Laws of Library Science and their Implications Introduction, First Law: Books are for Use: Implications Second Law: Every Reader his/her Book: Implications Third Law: Every Book its Reader: Implications Fourth Law: Save the Time of the Reader: Implications Fifth Law: Library is a Growing Organism: Implications (6 periods)
Unit – 4	Reference and Information Sources: Definition; Need Introduction, Need for Information Sources, Types of Information Sources, Information Sources as Reference Sources, Reference Sources: Definition, Types of Information Sources (Primary, Secondary, & Tertiary), Comparison across Disciplines, Evaluation of Reference and Information Sources (6 periods)
Unit – 5	Categories of Reference Sources: Description and Scope Introduction, Purpose of the Reference Collection, Development of a Reference Collection, Evaluation of Reference Sources, Types of Reference Sources, Important General Reference Sources (Almanacs, Yearbooks, Handbooks), Bibliographies, Biographical sources, Directories, Dictionaries, Encyclopedias, Geographical sources, Indexes and abstracts, Online Reference Sources. (6 periods)

References:

1. Agrawal, U. K. Library Legislation in India. Jaipur: RBSA, 1999.
2. Biddiscombe, Richard. The end user revolution. London: LA, 1996.
3. Bose, H. C. Information Science: Principles and practice, 2nd Ed. Delhi: Sterling, 1993.
4. Chaturvedi, D. Sandarbha Seva ke Vividh Ayam. Mumbai: Himalaya Publishing House, 1993.
5. Cheney, F. N. and Williams, W. J. Fundamental reference sources. 3rd Ed. Chicago: ALA, 2000.
6. Crawford, John. Evaluation of Library and Information Services. London: ASLIB, 2000.

7. Deverajan, G. 50 Years of Indian Librarianship. New Delhi: Ess-Ess Publication, 1999.
8. Foskett, D. J. Information Services in Libraries, New Delhi: Anmol Publication, 1994.
9. Gates, Jean. Guide to the use of libraries and information sources. 6th Ed. New York: Mc-Graw-Hill books, 1988.
10. Iyer, V. K. Public Library System in India. Delhi: Rajat Publications, 1999.
11. Katz, W. A. Introduction to Reference work. Vol- I and Vol- II, 6th Ed. New York: McGraw- Hill Book Company, 1992.
12. Katz, William A. Introduction to Reference Work: Reference service and reference process. 5th Ed. 1987. New York: McGraw-Hill books, 1987.
13. Kaula, P. N. Changing dimensions of Library and Information Services in India (A cluster of Essays). Agra: Y. R. Publishers, 2004.
14. Kawatra, P. S. Comparative and International Librarianship. New Delhi: Sterling Publishers Pvt. Ltd., 1987.
15. Kumar, Krishnan. Reference service. 5th Ed. New Delhi: Vikas Publishing House, 1996.
16. Kumar, P. S. G. Fundamentals of Library and Information Science. New Delhi: B. R. Publishing House, 2003.
17. Kumar, P. S. G. Indian Library Chronology. 2nd ed. Mumbai: Allied Publishers Limited, 2000.
18. Negi, M. S. Theory and Practice in Library and Information Science. New Delhi: Shree Publication, 2007.
19. Ranganathan, S. R. Five Laws of Library Science. Reprint ed. Bangalore: Sarada Ranganathan Endowment for Library Science, 1996.
20. Ranganathan, S. R. Documentation, Genesis and Development. New Delhi: Vikas Publishing House, 1973.
21. Ranganathan, S. R. Reference Service. 2nd ed. Bangalore: Sarda Ranganathan Endowment for Library Sciences, 1961 (reprint 1992).
22. Saini, O. P. Granthalaya Avam Samaj. Agra: Y. K. Publishers, 1999.
23. Sehgal, R. Guide to Library and Information Science. New Delhi: Ess- Ess Publication, 1999.
24. Sengupta, B. And others. Documentation and Information Retrieval. Calcutta: World Press, 1997.
25. Tripathi, S. M. Granthalaya Samaj Avam Granthalaya Vidnyan Ke Panch Sutra. Tatha Proudh Shikshan mein Granthalaya ki bhumika. Agra: Y. K. Publishers, 1999.
26. Vashishth, C. P. and Satijia, (Ed.) Library and Information Profession in India: Reflections and Redemptions. Vol-I and Vol- II. New Delhi: B. R. Publishing, 2004.
27. Walford, A. J. (Ed). Concise Guide to Reference Materials, London; Library Association, 1981.