Notes:

1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

2. Internal assessment marks shall be given on the basis of marks secured by the candidate in the Descriptive Examination to be conducted by the respective study centre. Study centres are required to keep the record of the descriptive examination with them for inspection by the University. The marks of Internal Assessment must be submitted to the University before the termination of the University Examination in the concerned subjects. In the event of non receipt of the Internal Assessment Marks, the theory marks secured by the candidate shall be proportionately enhanced.

<table>
<thead>
<tr>
<th>Paper</th>
<th>Nomenclature</th>
<th>Theory</th>
<th>Practical</th>
<th>Assign.</th>
<th>Total Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEBLS-101</td>
<td>Library and Society</td>
<td>80</td>
<td>20</td>
<td></td>
<td>100</td>
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<tr>
<td>DEBLS-102</td>
<td>Library Management</td>
<td>80</td>
<td>20</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>DEBLS-103</td>
<td>Library Classification Theory</td>
<td>80</td>
<td>20</td>
<td></td>
<td>100</td>
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<tr>
<td>DEBLS-104</td>
<td>Library Classification (Practical)</td>
<td></td>
<td>80</td>
<td>20</td>
<td>100</td>
</tr>
<tr>
<td>DEBLS-105</td>
<td>Library Cataloguing Theory</td>
<td>80</td>
<td>20</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>DEBLS-106</td>
<td>Library Cataloguing (Practical)</td>
<td></td>
<td>80</td>
<td>20</td>
<td>100</td>
</tr>
<tr>
<td>DEBLS-107</td>
<td>Reference and Information Sources</td>
<td>80</td>
<td>20</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>DEBLS-108</td>
<td>Information Services</td>
<td>80</td>
<td>20</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>DEBLS-109</td>
<td>Information Technology: Basics</td>
<td>50</td>
<td>30</td>
<td>20</td>
<td>100</td>
</tr>
</tbody>
</table>
BACHELOR OF LIBRARY & INFORMATION SCIENCE (B.Lib.I.Sc.)
LIBRARY AND SOCIETY
PAPER CODE: DEBLS-101

Theory: 80 Assignment: 20 Note:
1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

Section 1: Development of Libraries and Their Role in Society
Unit 1: Role of Libraries in Modern Society
Unit 2: Laws of Library science
Unit 3: Development of Libraries in UK and USA
Unit 4: Library Development in Modern India—plans and programme

Section 2: National Libraries: A Descriptive Account of National Libraries of India, UK, USA & USSR
Unit 5: Academic Libraries: University, College and School Libraries
Unit 6: Public Libraries
Unit 7: Special Libraries and Information Centres

Section 3: Library Legislation
Unit 9: Library Legislation and Model Public Library Act
Unit 10: Library Legislation in Indian States—their Salient Features

Section 4: Resource sharing and User Studies
Unit 11: User Studies
Unit 12: User Education
Unit 13: Resource Sharing—Concept, Need, Form, Resource Sharing—Selected Case Studies

Section 5: Library Associations, Organisation and Institution
Unit 14: Librarianship as a Profession and Professional ethics.
Unit 15: Role of Professional
Unit 16: Organisation and Institutions involved in Development of Library and Information Services.

LIBRARY MANAGEMENT
PAPER CODE: DEBLS-102

Theory: 80 Assignment: 20 Note:
1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

Section 1: Principles of Library Management
Unit 1: General Principles of Management and the Application to Library Management
Unit 2: Library Organisational Structure
Unit 3: Management Information System
Unit 4: Physical planning
Section 2 : Information Resources Development
Unit 5 : Types of Information Resources Selection Principles including the communication Media
Unit 6 : Different Types of Selection Tools and the Importance
Unit 7 : Acquisition Procedure Books and Non- Printing Material
Unit 8 : Acquisition of Periodicals and Serials
Unit 9 : Technical Processing
Section 3 : Use and Maintenance of the Library
Unit 10 : Circulation Work
Unit 11 : Maintenance Shelving and Stock Verification, etc.
Unit 12 : Elements of Binding and Preservation
Section 4 : Human Resource Development
Unit 13 : Human Resource Development Concept and Contours
Unit 14 : Personnel Planning
Unit 15 : Participatory Management and Total Quality Management(TQM)
Section 5 : Library Finance, Library Budget
Unit 16 : Library Finance
Unit 17 : Budgeting and Accounting.

LIBRARY CLASSIFICATION THEORY
PAPER CODE: DEBLS-103

Theory: 80 Assignment: 20 Note:
1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

Section 1 : Elements of Classification Theory
Unit 1 : Basic Terminology and Historical Perspective
Unit 2 : Perspective Need and Purpose of Library Classification
Section 2 : Theory and Development of Library Classification
Unit 3 : General Theory of Library Classification
Unit 4 : Species of Schemes of Library Classification
Unit 5 : Learning about subjects
Section 3 : Approaches to Library Classification
Unit 6 : Postulation and Systems Approaches
Unit 7 : Fundamental Categories; Facet Analysis and facet Sequences
Unit 8 : Phase Relations and Common Isolates
Unit 9 : Devices in Library Classification
Section 4 : Study of Selected Schemes of Classification
Unit 10 : Dewey Decimal Classification
Unit 11 : Comparative Study of 19th, 20th and 21st Edition of DDC
Unit 12 : Universal Decimal Classification
Unit 13 : Colon Classification
Unit 14 : Different Versions of Colon Classification
Unit 15 : Current Trends in Library Classification
LIBRARY CLASSIFICATION PRACTICE (PRACTICAL)
PAPER CODE: DEBLS-104

Notes:

1. There will be three parts consisting of Ten Question each.
2. The student is required to classify any 5 titles by Colon Classification 6th revised edition from part-A each title carries four Marks; Classify any 5 titles by Dewey Decimal Classification 19th edition from part-B and each title carried 4 Marks and Classify and 5 titles using both colon Classification 19th from Part-C and each title carries 8 Marks.
4. The class members assigned should specific as possible.
5. Furnish your answers in the question paper itself in the space provided against each title.
6. Question Paper should have English and Hindi version. Only transliteration of title should be done and not the translation.

Section 1: Dewey Decimal Classification (19th Edition) Part-I
Unit 1 : Introductions, Structure and Organisation
Unit 2 : Definitions, Notes and Instructions
Unit 3 : Introduction to Three Summaries and Steps in Classifying Documents
Unit 4 : Relative Index and its use

Unit 5 : Study of Tables and Schedules
Unit 6 : Auxiliary tables and Devices
Unit 7 : Practical Classification

Section 3 : Colon Classification (6th Edition ) : Preliminaries
Unit 8 : Introduction, Structure and Organisation
Unit 9 : Schedules and Techniques
Unit 10 : Steps in Classification

Section 4 : Colon Classification (6th Edition) : Introduction to the Application of Postulates and Principles for Facet Analysis and Synthesis
Unit 11 : Humanities and Social Sciences
Unit 12 : Biological Sciences
Unit 13 : Physical Sciences and Generalia

LIBRARY CATALOGUING THEORY
PAPER CODE: DEBLS-105

Theory: 80 Assignment: 20 Note:
1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

Section 1 : History, Purpose and Types of Library Catalogue
Unit 1 : Library Catalogue: Objectives, Purpose functions
Unit 2 : History and Development of Library Catalogue codes
Unit 3 : Physical form of Catalogue
Unit 4 : Types of Catalogues

Section 2 : Format of Catalogue Entries
Unit 5 : Kinds of Entries
Unit 6 : Date Elements in Different Types of Entries
Unit 7 : Filing of Entries - Classified and Alphabetisation.
Unit 8 : Centralised Cataloguing, Cataloguing in Publication and MARC
Unit 9 : Machine Formats : MARC and CCF

Section 3 : Choice of Rendering of Headings
Unit 10 : Personal Authors (Western and Indian Names)
Unit 11 : Corporate Authors
Unit 12 : Pseudonyms, Anonymous Works and Uniform Titles
Unit 13 : Cataloguing of Non-Print Media

Section 4 : Subject Indexing, Vocabulary Control and Recent Development in Cataloguing
Unit 14 : Subject Cataloguing - Problems
Unit 15 : Vocabulary Control : Subject Heading List Thesauri
Unit 16 : Subject Indexing Models
Unit 17 : Techniques for subject indexing
Unit 18 : Recent Trends in Library Cataloguing

LIBRARY CATALOGUING (PRACTICAL)
PAPER CODE: DEBLS-106

Practical: 80
Assignment: 20

Notes:
1. There will be two parts consisting of 5 questions each, Part-A is devoted to AACR-II and Part-II to Classified Catalogue Code, 5th revised edition
2. The students required to prepare entries for five titles selecting atleast 2 titles from each part. All titles carry equal Marks.
3. Copies of Colon Classification by S.R. Ranganthan 6th revised edition and Sears list of Subject Heading will be provided for use.

Section 1 : AACR-2R-Part -1
Unit 1 : Preliminaries
Unit 2 : Single Personal Author
Unit 3 : Shared responsibility and Editorial Direction
Unit 4 : Choice Among Different Names and References
Unit 5: Series and Multivolume

Section 2 : AACR -2R-Part -2
Unit 6 : Subject Headings
Unit 7 : Corporate Bodies
Unit 8: Uniform Titles and Serials
Unit 9 : Cataloguing of Non Print Material and Users -Guide to AACR-2R

Section 3 : Classified Catalogue Code Part-1
Unit 10: Preliminaries Classified Catalogue Code
Unit 11: Class Index Entries and Tracing
Section 4: Classified Catalogue Code Part-2
Unit 14: Analytical Entries and Composite Books
Unit 15: Series and Composite Books
Unit 16: Multivolume
Unit 17: Periodical Publications

REFERENCE AND INFORMATION SOURCES
PAPER CODE: DEBLS-107

Theory: 80 Assignment: 20 Note:
1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

Section 1: Study of Reference Sources
Unit 1: Reference and Information Access Tools Overview
Unit 2: Types of References and Information Access tools
Unit 3: Kinds of Bibliographies
Unit 4: Indexing and Abstracting Periodicals
Unit 5: Reviews, States of Art Reports, Trends Reports

Section 2: Categories of Reference Sources -Part-1
Unit 6: Dictionaries
Unit 7: Encyclopedias
Unit 8: Hand book, Manuals, year Books, etc.
Unit 9: Standards, Patents, Trade Catalogue, etc.

Section 3: Categories of Reference Sources -Part-2
Unit 10: Geographical Sources
Unit 11: Biographical Sources
Unit 12: Statistical Information Sources
Unit 13: Sources of Current Affairs

Section 4: Non Documentary Sources
Unit 14: Human Resources and referral Systems
Unit 15: Institutional Information Sources
Unit 16: Mass Media

INFORMATION SERVICES
PAPER CODE: DEBLS-108

Theory: 80 Assignment: 20 Note:
1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks.

Section 1: Information Services and Organisations
Unit 1: Concept and need for Information.
Unit 2: Information Services: An Overview
INFORMATION TECHNOLOGY :

BASICS PAPER CODE: DEBLS-

Theory: 80 Assignment: 20 Note:

1. Examiner is required to set 10 questions covering whole syllabus of the paper and the candidates are required to attempt any 5 questions in all. All questions carry equal marks. Section 1 : Information Technology :

Concepts and Basics Unit 1 : Introduction to Information Technology Unit 2 : Introduction to Computers Unit 3 : Telecommunications : Basics

Application Software Section 2 : Application Software Unit 4 : Introduction to Application Software Unit 5 : Library and Information Software Package Unit 6 : Features of Indian Software Package

Library Automation Section 3 :

Unit 7 : Library House Keeping Operations Unit 8 : Computerised Information Services

Unit 9 : Management of Computerised Library

Information System and Networks Section 4 :

Unit 10 : Basic Concepts and Contours of Computer Based Information Systems Unit 11 : Library and Information Networks Unit 12 : Resources Sharing Networks Unit 13 : Internet