# SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

NAAC 'A' Grade (10-01-2023 To 09-01-2028)

With effect from Academic Year 2026-27

## Bachelor of Library and Information Science (BLISc) Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme L-P-T | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| DSC | **UA01CLIB61** | Foundation of Library and Information Science | 4-0-1 | **120** | 04 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Explain the concept, historical development, and evolution of libraries with special reference to India, and differentiate between various types of libraries and their functions as social institutions.
CLO2: Interpret the principles and implications of the Five Laws of Library Science and examine the nature of librarianship as a profession, including professional ethics and responsibilities.
CLO3: Analyze the need, purpose, and key provisions of major library-related legislations in India, including copyright, legal deposit, and access to information laws.
CLO4: Evaluate the role and contributions of national and international organizations and professional associations in the development of library and information services.
CLO5: Demonstrate understanding of library services, including extension activities, and assess the role of libraries in supporting formal and informal education and lifelong learning.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **History and Development**<br>• Library: Concept and Historical Foundation<br>• Library development in India<br>• Types of libraries and their distinguishing features<br>• Library as a social institution: Objectives & Functions<br>• Role of Library in formal and Informal Education<br>• Library and information Science education and research in India | Classroom Lecture<br>Seminars<br>Collaborative Learning<br>Institutional Visit<br>ICT-Enabled Learning<br>Self-Directed Learning | CLO1 |
| II | **Laws and Librarianship** | Classroom Lecture | CLO2 |

| | | | |
|---|---|---|---|
| | • Five Laws of Library Science: Foundation and Implications<br>• Librarianship as a Profession<br>• Librarianship: Professional ethics | Seminars<br><br>Collaborative Learning<br><br>ICT-Enabled Learning<br><br>Reflective Practices<br><br>Self-Directed Learning | |
| III | **Acts and Legislations:**<br>• Library legislation—Need and purpose<br>• Press & Registration Act,<br>• Delivery of Book Act<br>• Copyright Act<br>• Censorship<br>• Right to Information Act | Classroom Lecture<br><br>Seminars<br><br>Collaborative Learning<br><br>ICT-Enabled Learning<br><br>Reflective Practices<br><br>Self-Directed Learning | CLO3 |
| IV | **Professional Associations and Extension Activities:**<br>• Role and Activities<br>• United Nations Educational, Scientific and Cultural Organisation (UNESCO)<br>• International Federation of Library Associations and Institutions (IFLA), American Library Association (ALA)<br>• Indian Library Association (ILA)<br>• Raja Rammohun Roy Library Foundation (RRRLF)<br>• Developing Library Network (DELNET)<br>• Library Extension Services | Classroom Lecture<br><br>Seminars<br><br>Collaborative Learning<br><br>ICT-Enabled Learning<br><br>Reflective Practices<br><br>Self-Directed Learning | CLO4<br>CLO5 |

## Bachelor of Library and Information Science (BLISc) Semester-I

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance
(b) Assignment
(c) Seminar/Presentation

**b. Internal Summative Assessment (25 Marks)**

(a) Mid-Term Examination

**(B) Weightage of Learning Efforts for External Assessment**

| Unit | Aligned COs | Total Learning Hours | Approximate weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| I | CLO1 | 32 | 1 | 1 | 11 | 13 |
| II | CLO2 | 30 | 1 | 1 | 10 | 12 |
| III | CLO3 | 28 | 1 | 1 | 10 | 12 |
| IV | CLO4, CLO5 | 30 | 1 | 1 | 11 | 13 |
| | | **120** | **04** | **04** | **42** | **50** |

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Seminars, Assignments, Attendance, Mid-Term Examination | 50 |
| 2 | End-Semester Examination | Written Exam | 50 |

**(C) CLOs – PLOs Matrix**

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | PLO1 | PLO2 | PLO3 | PLO4 | PLO5 | PLO6 | PLO7 | PLO8 | PLO9 | PLO10 | PLO11 | PLO12 |
| CLO1 | 3 | 3 | 1 | – | – | 1 | 1 | 1 | – | – | – | 1 |
| CLO2 | 3 | 2 | – | – | – | – | 1 | 1 | – | – | 3 | 2 |
| CLO3 | 2 | 2 | – | – | – | – | – | 1 | 1 | – | 3 | 1 |
| CLO4 | 2 | 3 | – | – | 1 | 1 | 2 | 2 | – | – | 1 | 2 |
| CLO5 | 3 | 3 | – | 1 | 1 | 2 | 3 | 3 | 1 | 1 | 1 | 3 |

## Bachelor of Library and Information Science (BLISc) Semester-I
## Semester-I

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | Foundation of library and information science | Verma, shiv ram | 2006 | Shree publication & dist. |
| 2 | Foundation of library and information science | Kumar, p.s.g | 2003 | B R pub. Corp |
| 3 | Foundation of library and information science | Singh, Kanwer Pal. | 2015 | Rajat publications |
| 4 | Foundation of library and information science | Rokade, S.M.. | 2016 | Studera press. |
| 5 | Foundation of library and information science | Young, David. | 2020 | Clanyre international |
| 6 | Foundation of library and information science | Jha, Saroja.Nand. | 2025 | Sbi publisher |
| 7 | Library and society | Sharma, P. S. K. | 1992 | Delhi: ESS ESS. |

- **Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | American Library Association. | http://www.ala.org |
| 2 | Information and Library Network. | http://www.inflibnet.ac.in |
| 3 | Developing Library Network | http://www.delnet.org |

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## Bachelor of Library and Information Science (BLISc) Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme L-P-T | Total Notional Hours | Course credits | |
|---|---|---|---|---|---|---|
| DSC | **UA01CLIB62** | Library Classification, Cataloguing and Subject Headings | 4-0-0 | **120** | 04 | |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Explain the concept, scope, and principles of Knowledge Organization, including the structure and development of the universe of knowledge and modes of subject formation.

CLO2: Demonstrate understanding of the principles, structure, and features of major library classification systems, particularly Dewey Decimal Classification (DDC) and Colon Classification (CC), along with their comparative applications.

CLO3: Apply the canons, principles, and techniques of library classification, including facet analysis (PMEST) and notation, for organizing library resources.

CLO4:Describe and apply the fundamentals of library cataloguing, including types of entries, cataloguing processes, and use of standard subject heading tools (e.g., Sears, LCSH, Chain Procedure)..

CLO5:Analyze and utilize modern trends and technologies in cataloguing and information retrieval, such as OPAC, MARC, RDA, FRBR, WorldCat, and web-scale discovery systems.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Knowledge Organization and Universe of Knowledge**<br>• Concept, definition and scope of Knowledge Organization (KO)<br>• Universe of knowledge: structure, development and mapping of subjects<br>• Modes of formation of subjects (basic, compound, complex, and interdisciplinary)<br>• Principles and objectives of library classification<br>• Overview of major classification systems: DDC, CC, UDC, LCC etc. | Classroom Lecture<br>Seminars<br>Collaborative Learning<br>Reflective Practices<br>Self-Directed Learning | CLO1 CLO5 |

## Bachelor of Library and Information Science (BLISc) Semester-I

| | | | |
|---|---|---|---|
| II | **Library Classification – DDC and Colon Classification**<br>• Meaning, need and functions of library classification<br>• Structure and features of Dewey Decimal Classification<br>• Structure and features of Colon Classification<br>• Fundamental Categories (PMEST) and Facet Analysis (Ranganathan school)<br>• Comparative study of DDC and CC (strengths, limitations, applications)<br>• Canons and principles of classification (Ranganathan's normative principles)<br>• Notation: meaning, types, characteristics, and functions | Classroom Lecture<br>Case-Based Learning<br>Problem-Based Learning<br>Micro-Projects<br>Experiential Learning | CLO2<br>CLO5 |
| III | **Library Cataloguing: Types, Principles, Rules and Subject Access**<br>• Library Cataloguing: Concept & Purpose, Functions, Library Catalogue & Related Tools<br>• Types of Library Catalogues: Physical /Outer forms and Inner forms<br>• Library Cataloguing Rules: Anglo-American Cataloguing Rules (AACR2R), Classified Catalogue Code (CCC)<br>• Difference Types of Catalogue Entries<br>• Normative Principles: Laws, Canons, Principles<br>• Subject Cataloguing<br>• Subject Indexing: Library of Congress Subject Heading, Sears list of Subjects Heading, Chain Procedure<br>• Centralized Cataloguing<br>• Union Cataloguing | Classroom Lecture<br>Problem-Based Learning<br>Collaborative Learning<br>Reflective Practices<br>Field Visit<br>Inquiry based Learning | CLO1<br>CLO2<br>CLO5 |
| IV | **Recent Trends in Cataloguing:**<br>• OPAC (web-based catalogues)<br>• Copy Cataloguing<br>• Z39.50<br>• WorldCat<br>• Machine- Readable Cataloguing (MARC)<br>• Functional Requirement of Bibliographic Recording (FRBR)<br>• Resource Description and Access (RDA)<br>• Next generation catalogues<br>• Web scale discovery services<br>• Linked Data | Classroom Lecture<br>Case-Based Learning<br>Problem-Based Learning<br>Experiential Learning<br>Inquiry based Learning | CLO3<br>CLO4<br>CLO5 |

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## Bachelor of Library and Information Science (BLISc) Semester-I

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance

(b) Assignment

(c) Seminar/Presentation

**b. Internal Summative Assessment (25 Marks)**

(a) Mid-Term Examination

**(B) Weightage of Learning Efforts for External Assessment**

| Unit | Aligned COs | Total Learning Hours | Approximate weightage(Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | CLO1 CLO5 | 30 | 1 | 1 | 11 | 13 |
| **II** | CLO2 CLO5 | 32 | 1 | 1 | 10 | 12 |
| **III** | CLO1 CLO2 CLO5 | 28 | 1 | 1 | 11 | 13 |
| **IV** | CLO3 CLO4 CLO5 | 30 | 1 | 1 | 10 | 12 |
| | | **120** | **04** | **04** | **42** | **50** |

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Seminars, Assignments, Attendance, Mid-Term examination | 50 |
| 2 | End-Semester Examination | Written Exam | 50 |

**(C) CLOs – PLOs Matrix**

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PLO1** | **PLO 2** | **PLO3** | **PLO4** | **PLO5** | **PLO6** | **PLO7** | **PLO8** | **PLO9** | **PLO10** | **PLO11** | **PLO12** |
| **CLO1** | 3 | 2 | – | – | – | – | – | – | – | – | – | 1 |
| **CLO2** | 3 | 2 | – | 1 | – | 2 | 1 | – | – | – | – | 1 |
| **CLO3** | 2 | 2 | 2 | 1 | – | 2 | 1 | – | – | 1 | – | 1 |
| **CLO4** | 2 | 3 | – | 2 | 2 | 3 | 2 | 1 | – | 1 | – | 1 |
| **CLO5** | 2 | 3 | – | 2 | 1 | 2 | 3 | 3 | 1 | 1 | 2 | 2 |

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## Bachelor of Library and Information Science (BLISc) Semester-I

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | Classification and Cataloguing in Libraries | Krishan Kumar | 3rd Edition/2010 | Vikas Publishing House |
| 2 | Theory of Library Classification | S. R. Ranganathan | Reprint/2006 | Ess Ess Publications |
| 3 | Colon Classification | S. R. Ranganathan | 6th Edition/2006 | Ess Ess Publications |
| 4 | Prolegomena to Library Classification | S. R. Ranganathan | 3rd Edition/2006 | Ess Ess Publications |
| 5 | Library Classification: Theory and Practice | M. P. Satija | 2nd Edition/2013 | Ess Ess Publications |
| 6 | Knowledge Organization | C. H. Chaudhary | 1st Edition/2012 | Ess Ess Publications |
| 7 | Information Storage and Retrieval | Robert Korfhage | 1st Edition/1997 | Wiley |
| 8 | Introduction to Modern Information Retrieval | Gerard Salton & Michael J. McGill | 1st Edition/1983 | McGraw-Hill |
| 9 | The Dewey Decimal Classification: Theory and Practice | M. P. Satija | 1st Edition/2007 | Chandos Publishing |
| 10 | Essential Classification | Vanda Broughton | 1st Edition/2004 | Facet Publishing |
| 11 | Anglo-American Cataloguing Rules 2 | Maxwell,Robert | 2009 | Indian Publishing |
| 12 | The Functions of Cataloguing in Library Science | Ed.Rastogi.G.K. | 2006 | Alfa Publication |
| 13 | Theory of Cataloguing | Kumar,Krishan | 1975 | Vikas Pub. |
| 14 | Wynar's Introduction on to Cataloguing and Classification | Miller,David.P. | 2005 | Westport |
| 15 | Subject Analysis in Online Catalogs | Olson,Hope A. | 2005 | Westport |
| 16 | Library Online Cataloguing System | Mohanti,T.C. | 2009 | Alfa Publication |

| | | | | |
|---|---|---|---|---|
| 17 | Cataloguing Theory and Practice | Verma,Renu | 2011 | Swastic Publication |
| 18 | Library Cataloguing and Information Technology | Reddy,T.R.S. | 2012 | Pacific Books. |
| 19 | Cataloging and Indexing Challenges and Solutions | Mclntosh,Joyce | 2011 | Apple Academic Press |
| 20 | Digital Cataloguing | Prasad,A. | 2012 | Arise Publication |
| 21 | Library Cataloguing and Multimedia Library | Khan,N.R. | 2013 | Gaurav Books |
| 22 | Practical Cataloguing AACR, RDA and MARC 21 | Welsh,Anne | 2012 | Neal-Schuman |
| 23 | Library Cataloguing | Khan,N.R. | 2013 | Gaurav Books |
| 24 | Online Cataloguing and Classification in Library Science | Dutta,H.N. | 2014 | Jnanada Prakashan |
| 25 | AACR2 with MARC21: Cataloguing Practice For 21st Century | Aswal,R.S. | 2005 | Ess.Ess Publication |
| 26 | Pustakalay Vargikaran: Siddhat evam Yyavhar | Krishna Kumar | 2nd Edition/2012 | Vikas Publishin g House |
| 27 | Pustakalay Vargikaran Ke Siddhant | S. R. Ranganathan | Reprint 2006 | Ess. Ess. Publications |
| 28 | Gyan Sangthan Evam Suchna Punahprapti | M. P. Satija | 1st Edition 2015 | Ess. Ess. Publications |
| 29 | Pustakalay Vargikaran (Siddhan ane Prayog) | B. M. Bhatt | 1st Edition 2014 | University Granth Nirman Board |
| 30 | Gyan sanstha Ane Mahiti Punarprapti | R. G. Patel | 1st Edition/2016 | Gujarat Vidyapith Prakashan |

## Bachelor of Library and Information Science (BLISc) Semester-I

- **Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | EPGPathshala INFLIBNET Study Material | https://epgp.inflibnet.ac.in/ |
| 2 | EGyanKosh Indira Gandhi National Open University Study Material | http://egyankosh.ac.in/ |
| 3 | National Digital Library Study Material | https://ndl.iitkgp.ac.in/ |
| 4 | Vardhman Mahavir Open University Kota Study Material | https://www.vmou.ac.in/slm |
| 5 | Dr. Babasaheb Ambedkar Open University Study Material | https://baou.edu.in/syllabus-slm-e-books |
| 6 | National Institute of Open Schooling (NIOS) Study Material | https://nios.ac.in/online-course-material/sr-secondary-courses/library-and-information-science.aspx |
| 7 | NPTEL SWAYAM Platform | https://nptel.ac.in/ |
| 8 | YouTube Channel | LIS Academy |
| 9 | YouTube Channel | UGC NET LIS Tutorials |

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## Bachelor of Library and Information Science [BLISc] Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| | | | L-P-T | | |
| DSC | **UA01CLIB63** | Library Classification, Cataloguing and Subject Headings (Practical) | 0-8-0 | **120** | 04 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Classify documents using Dewey Decimal Classification (**DDC) and Colon Classification (CC)**.
CLO2: Construct class numbers and call numbers systematically.
CLO3: Prepare catalogue entries using Anglo American Cataloguing Rules (**AACR2R) and Classified Catalogue Code (CCC) rules**.
CLO4: Apply subject headings for information retrieval.
CLO5: Organize library documents for physical and digital environments.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Dewey Decimal Classification (DDC)**<br>• Identification of main classes and divisions in DDC<br>• Use of Relative Index for subject identification<br>• Construction of simple class numbers<br>• Use of tables and standard subdivisions in DDC<br>• Classification of documents using DDC (practice sets) | Classroom Lecture<br>Problem-Based Learning<br>Experiential Learning<br>Micro-Projects<br>Self-Directed Learning | CLO1<br>CLO2<br>CLO5 |
| II | **Colon Classification (CC)**<br>• Introduction to Colon Classification notation system<br>• Basic postulates and fundamental categories (PMEST concept – practical use)<br>• Facet analysis of subjects using CC<br>• Construction of class numbers using CC method | Classroom Lecture<br>Problem-Based Learning | CLO1<br>CLO2<br>CLO5 |

| | | | |
|---|---|---|---|
| | • Classification of documents using Colon Classification (practice exercises) | Experiential Learning<br>Micro-Projects<br>Collaborative Learning | |
| III | **Cataloguing Using AACR2R**<br>• Identification of bibliographic elements of documents<br>• Main entry and added entries (personal/corporate authorship)<br>• Cataloguing of books under single author and joint authors<br>• Cataloguing of edited, translated, and anonymous works<br>• Preparation of catalogue cards as per AACR2R | Classroom Lecture<br>Case-Based Learning<br>Problem-Based Learning<br>Experiential Learning<br>Reflective Practices | CLO3<br>CLO5 |
| IV | **Cataloguing Using Classified Catalogue Code (CCC) + Subject Indexing**<br>• Structure and principles of Classified Catalogue Code (CCC)<br>• Preparation of catalogue entries using CCC rules<br>• Integration of class number in cataloguing (DDC/CC linkage)<br>• Subject heading assignment using **Sears List of Subject Headings (SLSH)**<br>• Basic chain indexing technique for subject representation | Classroom Lecture<br>Case-Based Learning<br>Problem-Based Learning<br>Experiential Learning<br>Micro-Projects<br>Collaborative Learning | CLO3<br>CLO4<br>CLO5 |

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance
(b) Journal Preparation

**b. Internal Summative Assessment (25 Marks)**

(a) Mid-Term Examination

**(B) Weightage of Learning Efforts for External Assessment**

| Unit | Aligned COs | Total Learning Hours | Approximate Weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | CLO1 CLO5 | 30 | 1 | 1 | 12 | 14 |
| **II** | CLO2 CLO5 | 32 | 1 | 1 | 10 | 12 |
| **III** | CLO1 CLO2 CLO5 | 28 | 1 | 1 | 10 | 12 |
| **IV** | CLO3 CLO4 CLO5 | 30 | 1 | 1 | 10 | 12 |
| | | **120** | **04** | **04** | **42** | **50** |

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Attendance, Journal Preparation, Mid-Term Examination | 50% |
| 2 | End-Semester Examination | Practical Exam | 50% |

**(C) CLOs – PLOs Matrix**

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PLO 1** | **PLO 2** | **PLO 3** | **PLO 4** | **PLO 5** | **PLO 6** | **PLO 7** | **PLO 8** | **PLO 9** | **PLO 10** | **PLO 11** | **PLO 12** |
| **CLO 1** | 2 | 1 | **3** | 2 | 1 | - | - | - | - | 2 | - | 1 |
| **CLO2** | 2 | - | **3** | 2 | 1 | - | - | - | - | **3** | - | 1 |
| **CLO3** | 2 | 1 | **3** | 2 | 2 | - | 1 | - | - | **3** | - | 2 |
| **CLO 4** | 2 | 2 | 2 | **3** | 2 | 2 | 2 | 1 | - | 2 | - | 1 |
| **CLO 5** | 2 | 2 | **3** | **3** | **3** | 2 | 2 | 1 | 1 | **3** | 1 | 2 |

## Bachelor of Library and Information Science [BLISc] Semester-I

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

- **Suggested Learning Materials Books:**

| Sr.No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | Classification and Cataloguing in Libraries | Krishan Kumar | 3rd Edition/2010 | Vikas Publishing House |
| 2 | Theory of Library Classification | S. R. Ranganathan | Reprint/2006 | Ess Ess Publications |
| 3 | Colon Classification | S. R. Ranganathan | 6th Edition/2006 | Ess Ess Publications |
| 4 | Prolegomena to Library Classification | S. R. Ranganathan | 3rd Edition/2006 | Ess Ess Publications |
| 5 | Library Classification: Theory and Practice | M. P. Satija | 2nd Edition/2013 | Ess Ess Publications |
| 6 | Knowledge Organization | C. H. Chaudhary | 1st Edition/2012 | Ess Ess Publications |
| 7 | Information Storage and Retrieval | Robert Korfhage | 1st Edition/1997 | Wiley |
| 8 | Introduction to Modern Information Retrieval | Gerard Salton & Michael J. McGill | 1st Edition/1983 | McGraw-Hill |
| 9 | The Dewey Decimal Classification: Theory and Practice | M. P. Satija | 1st Edition/2007 | Chandos Publishing |
| 10 | Essential Classification | Vanda Broughton | 1st Edition/2004 | Facet Publishing |
| 11 | Pustakalay Vargikaran: Siddhat evam Yyavhar | Krishna Kumar | 2nd Edition/2012 | Vikas Publishing House |
| 12 | Pustakalay Vargikaran Ke Siddhant | S. R. Ranganathan | Reprint 2006 | Ess. Ess. Publications |
| 13 | Gyan Sangthan Evam Suchna Punahprapti | M. P. Satija | 1st Edition 2015 | Ess. Ess. Publications |
| 14 | Pustakalay Vargikaran (Siddhant ane Prayog) | B. M. Bhatt | 1st Edition 2014 | University Granth Nirma Board |

| | | | | |
|---|---|---|---|---|
| 15 | Gyan sanstha Ane Mahiti Punarprapti | R. G. Patel | 1st Edition/2016 | Gujarat Vidyapith Prakashan |

- **Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Web link |
|---|---|---|
| 1 | EPGPathshala INFLIBNET Study Material | https://epgp.inflibnet.ac.in/ |
| 2 | EGyanKosh Indira Gandhi National Open University Study Material | http://egyankosh.ac.in/ |
| 3 | National Digital Library Study Material | https://ndl.iitkgp.ac.in/ |
| 4 | Vardhman Mahavir Open University Kota Study Material | https://www.vmou.ac.in/slm |
| 5 | Dr. Babasaheb Ambedkar Open University Study Material | https://baou.edu.in/syllabus-slm-e-books |
| 6 | National Institute of Open Schooling (NIOS) Study Material | https://nios.ac.in/online-course-material/sr-secondary-courses/library-and-information-science.aspx |
| 7 | NPTEL SWAYAM Platform | https://nptel.ac.in/ |
| 8 | YouTube Channel | LIS Academy |
| 9 | YouTube Channel | UGC NET LIS Tutorials |

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## Bachelor of Library and Information Science [BLISc] Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| | | | L-P-T | | |
| DSE | **UA01ELIB61** | Information Communication Technology Fundamentals | 4-0-0 | **120** | 04 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Explain basic ICT concepts and components.

CLO2: Identify computer hardware, software, and operating systems.
CLO3: Use internet and web technologies effectively in information access.
CLO4: Demonstrate library automation concepts and digital library environment.
CLO5: Recognize ICT applications in modern libraries.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Fundamentals of ICT and Computer Basics**<br>• Meaning, definition, and scope of ICT<br>• Role of ICT in libraries and information services<br>• Components of computer system (Input, Process, Output, Storage)<br>• Hardware: CPU, memory, and peripheral devices<br>• Software: system software and application software | Classroom Lecture<br>Collaborative Learning<br>Reflective Practices<br>Inquiry-Based Learning<br>Self-Directed Learning | CLO1<br>CLO2 |
| II | **Operating Systems and Computer Applications**<br>• Meaning and functions of operating system<br>• Types of operating systems (Windows, Linux, Android)<br>• File management system and folder structure<br>• Basic office tools (Word processing, spreadsheet, and presentation)<br>• Introduction to cloud storage and digital tools | Classroom Lecture<br>Micro-Projects/Mini Research Tasks<br>Problem-Based Learning<br>Collaborative Learning<br>ICT-Enabled Learning<br>Experiential Learning | CLO2 |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | | |
|---|---|---|---|
| III | **Internet and Web Technologies**<br>• Concept, history, and working of Internet<br>• World Wide Web (WWW), browsers, and search engines<br>• Email and online communication tools<br>• Web 2.0 tools (blogs, wikis, social networking)<br>Basics ofcyber security (virus, malware, phishing) | Classroom Lecture<br>Seminars<br>Problem-Based Learning<br>Research-Oriented Learning<br>Collaborative Learning<br>ICT-Enabled Learning<br>Inquiry-Based Learning | CLO3 |
| IV | **Library Automation and ICT Applications in Libraries**<br>• Concept and need of library automation<br>• Library Management Systems (ILS/LMS)<br>• Open-source software (Koha, DSpace – overview)<br>• Barcode and RFID technology in libraries<br>• Digital libraries and electronic resources | Classroom Lecture<br>Industrial Visit/Field Visit/Institutional Visit<br>Micro-Projects/Mini Research Tasks<br>Research-Oriented Learning<br>Collaborative Learning<br>Experiential Learning<br>ICT-Enabled Learning | CLO4<br>CLO5 |

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance
(b) Assignment
(c) Seminar/Presentation

**b. Internal Summative Assessment (25 Marks)**

(a) Mid-Term Examination

## Bachelor of Library and Information Science [BLISc] Semester-I

### (B) Weightage of Learning Efforts for External Assessment

| Unit | Aligned COs | Total Learning Hours | Approximate Weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | **CLO1 CLO2** | 30 | 1 | 1 | 12 | 14 |
| **II** | **CLO2** | 32 | 1 | 1 | 10 | 12 |
| **III** | **CLO3** | 28 | 1 | 1 | 10 | 12 |
| **IV** | **CLO4 CLO5** | 30 | 1 | 1 | 10 | 12 |
| | | **120** | **04** | **04** | **42** | **50** |

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Seminars, Assignments, Attendance, Mid-Term Examination | 50% |
| 2 | End-Semester Examination | Written Exam | 50% |

### (C) CLOs – PLOs Matrix

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PLO 1** | **PLO 2** | **PLO 3** | **PLO 4** | **PLO 5** | **PLO 6** | **PLO 7** | **PLO 8** | **PLO 9** | **PLO 10** | **PLO 11** | **PLO 12** |
| **CLO 1** | 3 | 2 | - | - | 2 | 1 | - | - | - | 1 | - | 1 |
| **CLO 2** | 3 | 1 | - | - | 3 | 1 | - | - | - | 2 | - | 1 |
| **CLO 3** | 2 | 3 | - | 2 | 2 | 3 | 1 | 1 | - | 2 | 2 | 2 |
| **CLO 4** | 2 | 2 | 1 | 2 | 3 | 3 | 2 | 1 | 1 | 3 | 2 | 2 |
| **CLO 5** | 2 | 3 | 1 | 2 | 3 | 3 | 3 | 2 | 1 | 3 | 2 | 3 |

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

## Bachelor of Library and Information Science [BLISc] Semester-I

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | Fundamentals of Information Technology | Alexis Leon & Mathews Leon | 2nd Edition/2014 | Vikas Publishing House |
| 2 | Introduction to Information Technology | V. Rajaraman | 2nd Edition/2018 | PHI Learning |
| 3 | Computer Fundamentals | P. K. Sinha & Priti Sinha | 6th Edition/2013 | BPB Publications |
| 4 | Fundamentals of Computers | V. Rajaraman | 5th Edition/2010 | PHI Learning |
| 5 | Information Technology for Management | Efraim Turban, Linda Volonino | 10th Edition/2017 | Wiley |
| 6 | Using Information Technology: A Practical Introduction to Computers & Communications | Brian K. Williams & Stacy C. Sawyer | 11th Edition/2015 | McGraw-Hill |
| 7 | Computer Applications in Libraries | Krishan Kumar | 1st Edition/1993 | Vikas Publishing House |
| 8 | Library Automation and Networking | U. C. P. Abrol | 1st Edition/2005 | Ess Ess Publications |
| 9 | Digital Libraries: Principles and Practice | S. K. Singh | 1st Edition/2003 | Ess Ess Publications |
| 10 | Koha Library Software: A Practical Guide | Nicole C. Engard | 1st Edition/2010 | ByWater Solutions |
| 11 | Suchana Pradyogiki Ka Parichay | V. Rajaraman | 2nd Edition/2018 | PHI Learning |
| 12 | Computer Ke Multatva | P. K. Sinha | 6th Edition/2013 | BPB Publications |
| 13 | Pustakalayo Mein Suchna Pradhyogiki | P. K. Sinha | 6th Edition/2013 | BPB Publications |
| 14 | Mahiti Technology | -- | 2nd Edition/2016 | University Granth Nirma Board |
| 15 | Computer Ane mahiti Pranali | J. B. Solanki | 1st Edition/2017 | Gujarat University Prakashan |

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## Bachelor of Library and Information Science [BLISc] Semester-I

- **Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | EPGPathshala INFLIBNET Study Material | https://epgp.inflibnet.ac.in/ |
| 2 | EGyanKosh Indira Gandhi National Open University Study Material | http://egyankosh.ac.in/ |
| 3 | National Digital Library Study Material | https://ndl.iitkgp.ac.in/ |
| 4 | Vardhman Mahavir Open University Kota Study Material | https://www.vmou.ac.in/slm |
| 5 | Dr. Babasaheb Ambedkar Open University Study Material | https://baou.edu.in/syllabus-slm-e-books |
| 6 | National Institute of Open Schooling (NIOS) Study Material | https://nios.ac.in/online-course-material/sr-secondary-courses/library-and-information-science.aspx |
| 7 | NPTEL SWAYAM Platform | https://nptel.ac.in/ |
| 8 | YouTube Channel | LIS Academy |
| 9 | YouTube Channel | UGC NET LIS Tutorials |

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## Bachelor of Library and Information Science [BLISc] Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme L-P-T | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| DSE | **UA01ELIB62** | Information Literacy | 4-0-1 | 120 | 04 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

**CLO1:**Explain the meaning, need, scope, evolution, and interdisciplinary nature of user education, information literacy, and media-information literacy.

**CLO2:**Interpret major information literacy models, standards, and frameworks in relation to higher education and library environments.

**CLO3**:Demonstrate information search, retrieval, source selection, and organisation skills using print, electronic, and web-based resources.

**CLO4:**Critically evaluate information sources, media content, and digital resources for authority, relevance, quality, bias, currency, and ethical use.

**CLO5**:Design and develop learner-centred user education and information literacy programmes using ICT tools, participatory technologies, citation practices, and reflective assessment methods.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Concept, Meaning, Scope & Evolution of Information Literacy and User Education**<br>• Definitions of Information Literacy (Global Perspectives)<br>• Objectives, Importance & Need of Information Literacy in Information Society<br>• Information Literate Person: Attributes & Competencies<br>• User Education: Concept, Components & Development<br>• Relationship & Contemporary Need of IL and User Education | Classroom Lecture<br>Seminar<br>Inquiry based Learning | CLO1 |
| II | **Information Literacy Models, Standards & Emerging Trends**<br>• Information Literacy Models – Concept & Purpose<br>• SCONUL Seven Pillars Model & Learner Competencies<br>• Overview of Major Information Literacy Models<br>• Information Literacy Standards & Frameworks<br>• Information Literacy in Higher Education<br>Information Literacy 2.0 & Emerging Trends | Classroom Lecture<br>Seminar<br>Case based learning<br>Collaborative Learning | CLO2 |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | | |
|---|---|---|---|
| III | **Information Literacy: Sources, Access, Search Strategies, and User Education**<br>• Information Sources and Formats<br>• Basic Search Strategy Formulation<br>• Library and ICT-enabled Information Access<br>• ICT and Information Literacy Concepts<br>• Library's Role in Information Literacy Instruction<br>• User Education Methods and Media | Classroom Lecture<br>Seminar<br>Case based learning<br>Collaborative Learning | CLO3 |
| IV | **Advanced Information Literacy Practices & User Education:** *<br>Critical Evaluation of Information and Media Messages<br>• Ethical and Legal Dimensions of Information Use Information Literacy Practices, Rubrics and Assessment<br>• Design of User Education and Information Literacy Programmes<br>• Evaluation of User Education Programmes<br>• Development of Information Literacy Learning Object | Classroom Lecture Seminar Case based learning Collaborative Learning | CLO4, CLO5 |

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance
(b) Assignment
(c) Seminar/Presentation

**a. Internal Summative Assessment (25 Marks)**

(a) Mid-Term Examination

**(B) Weightage of Learning Efforts for External Assessment**

| Unit | Aligned COs | Total Learning Hours | Approximate weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | CLO1 | 30 | 1 | 1 | 11 | 13 |
| **II** | CLO2 | 32 | 1 | 1 | 10 | 12 |
| **III** | CLO3 | 28 | 1 | 1 | 11 | 13 |
| **IV** | CLO4, CLO5 | 30 | 1 | 1 | 10 | 12 |
| | | **120** | **04** | **04** | **42** | **50** |

## Bachelor of Library and Information Science [BLISc] Semester-I

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Seminars, Assignments, Attendance, Mid-Term examination | 50 |
| 2 | End-Semester Examination | Written Exam | 50 |

**(C) CLOs – PLOs Matrix**

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | PLO1 | PLO2 | PLO3 | PLO4 | PLO5 | PLO6 | PLO7 | PLO8 | PLO9 | PLO10 | PLO11 | PLO12 |
| CLO1 | 3 | 2 | – | – | – | – | 2 | – | – | – | 2 | 1 |
| CLO2 | 2 | 3 | – | 2 | – | 2 | 2 | – | – | – | – | 1 |
| CLO3 | – | – | 2 | 3 | 2 | 3 | 2 | 2 | – | 2 | – | 1 |
| CLO4 | – | 2 | – | – | – | 2 | 2 | 3 | – | – | 3 | 1 |
| CLO5 | – | – | – | 2 | 2 | 2 | 3 | 3 | 2 | 2 | 2 | 2 |

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | User Education in Libraries | Nancy Fjallbrant and Ian Malley | 2nd ed., 1984 | Clive Bingley |
| 2 | Philosophy of User Education | Girja Kumar and Krishan Kumar | 1983 | Vikas |
| 3 | Information Literacy: Revolution in the Library | Patricia Senn Breivik and E. Gordon Gee | 1989 | Macmillan |
| 4 | Information Problem-Solving: The Big Six Skills Approach to Library and Information Skills Instruction | Michael B. Eisenberg and Robert E. Berkowitz | 1990 | Ablex |
| 5 | Seven Faces of Information Literacy | Christine Susan Bruce | 1997 | AULSIB Press |
| 6 | Information Literacy in Higher Education: A Review and Case Study | Stuart Boon, Bill Johnston and Sheila Webber | 2007 | Studies in Higher Education / article |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | | | |
|---|---|---|---|---|
| 7 | Theories and Practices in Information Literacy | Charles Inskip | 2017 | Facet Publishing |
| 8 | Information Literacy in the Workplace | Marc Forster (ed.) | 2017 | Facet Publishing |
| 9 | Concise Guide to Information Literacy | Scott Lanning and Caitlin Gerrity | 2018 | Libraries Unlimited / Bloomsbury |
| 10 | Information Literacy and Libraries in the Age of Fake News | Denise E. Agosto | 2022 | Libraries Unlimited / Bloomsbury |
| 11 | Information Literacy Education of Higher Education in ASEAN Countries: Policies and Practices | Mayumi Sugimoto et al. (eds.) | 2023 | Springer |
| 12 | Academic Writing and Information Literacy Instruction in Digital Environments | Tatyana Mammadova | 2023 | Springer |
| 13 | Information Experience and Information Literacy (ECIL 2023 Proceedings) | Serap Kurbanoğlu et al. (eds.) | 2024 | Springer |
| 14 | Information Literacy for Science and Engineering Students: Concepts and Skills | Mary DeJong | 2024 | Bloomsbury Libraries Unlimited |
| 15 | Information Literacy in the Age of Artificial Intelligence: Critical Skills for Navigating, Evaluating, and Creating Information in the 21st Century | Springer volume | 2025/26 | Springer |
| 16 | Teaching Information Literacy through Faculty Development | Jane Hammons | 2025 | Bloomsbury Libraries Unlimited |

- **Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | ACRL Framework for Information Literacy for Higher Education | https://www.ala.org/acrl/standards/ilframework |
| 2 | ACRL Standards, Guidelines, and Frameworks portal | https://www.ala.org/acrl/standards |
| 3 | UNESCO Media and Information Literacy portal | https://www.unesco.org/en/media-information-literacy |
| 4 | UNESCO MIL Resources | https://www.unesco.org/en/media-information-literacy/resources |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | |
|---|---|---|
| 5 | UNESCO MIL Curriculum for Teachers | https://unesdoc.unesco.org/ark:/48223/pf0000192971 |
| 6 | UNESCO MIL e-Platform / MIL for Teachers | https://www.unesco.org/mil4teachers/en |
| 7 | IFLA Information Literacy Section | https://www.ifla.org/units/information-literacy/ |
| 8 | IFLA Guidelines on Information Literacy for Lifelong Learning | https://repository.ifla.org/items/9b11eb30-799e-4fd2-a3e5-628204b12ac3 |
| 9 | IFLA Guidelines for Information Literacy Assessment | https://www.ifla.org/publications/guidelines-for-information-literacy-assessment/ |
| 10 | SCONUL Seven Pillars of Information Literacy | https://www.sconul.ac.uk/SCONULDownloadController/Download?cGUID=3e36ac53-6a97-4f12-ae16-339045b42000&cTempLocation=&iID=1401&iType=1 |
| 11 | INFLIBNET e-PG Pathshala: Information Literacy modules | https://ebooks.inflibnet.ac.in/lisp15/ |
| 12 | INFLIBNET e-PG Pathshala: Media and Information Literacy | https://ebooks.inflibnet.ac.in/lisp20/ |
| 13 | Journal of Information Literacy | https://journals.cilip.org.uk/jil |
| 14 | Open Textbook Library - Library Science and Museum Studies | https://open.umn.edu/opentextbooks/subjects/library-science-and-museum-studies |

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## Bachelor of Library and Information Science [BLISc] Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| | | | L-P-T | | |
| DSE | **UA01ELIB63** | Information Communication Technology Fundamentals (Practical) | 0-8-0 | **120** | 04 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Operate computer systems and manage files efficiently.
CLO2: Use MS Office tools for library documentation work.
CLO3: Perform effective internet searching and digital communication.
CLO4: Work on library automation software and digital library tools.
CLO5: Develop basic skills in database creation and ICT applications in libraries.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Computer Fundamentals and Operating System Operations**<br>• Identification and use of computer hardware components<br>• File and folder creation, renaming, copying, and deletion<br>• Operating system operations (DOS, Windows, and Linux basics)<br>• Installation and use of basic utility software (antivirus, PDF tools)<br>• System settings and desktop customization | Classroom Lecture<br>Experiential Learning<br>ICT-Enabled Learning<br>Inquiry-Based Learning<br>Self-Directed Learning | CLO1 |
| II | **MS Office and Document Processing Tools**<br>• Creating, editing, and formatting documents in MS Word<br>• Use of tables, references, and page formatting in Word<br>• Spreadsheet creation and data entry using MS Excel<br>• Data analysis using formulas and chart creation in Excel<br>• Preparing presentations using MS PowerPoint | Micro-Projects/Mini Research Tasks<br>Problem-Based Learning<br>Collaborative Learning<br>Experiential Learning<br>ICT-Enabled Learning | CLO2<br>CLO5 |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | | |
|---|---|---|---|
| III | **Internet and Digital Communication Tools**<br>• Internet browsing and search engine operations<br>• Advanced search techniques for information retrieval<br>• Email creation, sending, attachments, and management<br>• Use of cloud storage tools (Google Drive, OneDrive)<br>• Use of web tools (blogs, wikis, online forms) for LIS applications | Problem-Based Learning<br>Collaborative Learning<br>Experiential Learning<br>ICT-Enabled Learning<br>Inquiry-Based Learning<br>Self-Directed Learning | CLO3 |
| IV | **Library Automation and ICT Applications**<br>• Installation and basic use of library management software (Koha / SOUL – demo)<br>• Data entry for books and member records in LMS<br>• OPAC search and catalogue record retrieval<br>• Barcode generation and circulation process (simulation)<br>• Digital library tools (DSpace – repository creation basics) | Micro-Projects/Mini Research Tasks<br>Industrial Visit/Field Visit/Institutional Visit<br>Problem-Based Learning<br>Collaborative Learning<br>Experiential Learning<br>ICT-Enabled Learning<br>Research-Oriented Learning | CLO4<br>CLO5 |

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance
(b) Assignment

**b. Internal Summative Assessment (25 Marks)**

(a) Viva-voce

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## Bachelor of Library and Information Science [BLISc] Semester-I

### (B) Weightage of Learning Efforts for External Assessment

| Unit | Aligned COs | Total Learning Hours | Approximate weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | CLO1 | 30 | -- | -- | 12 | 12 |
| **II** | CLO2 CLO5 | 32 | -- | -- | 12 | 12 |
| **III** | CLO3 | 28 | -- | -- | 13 | 13 |
| **IV** | CLO4 CLO5 | 30 | -- | -- | 13 | 13 |
| | | **120** | -- | -- | **50** | **50** |

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Attendance, Assignment, Viva-voce | 50% |
| 2 | End-Semester Examination | Practical Exam | 50% |

### (C) CLOs – PLOs Matrix

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PLO 1** | **PLO 2** | **PLO 3** | **PLO 4** | **PLO 5** | **PLO 6** | **PLO 7** | **PLO 8** | **PLO 9** | **PLO 10** | **PLO 11** | **PLO 12** |
| **CLO 1** | 2 | 1 | - | - | 2 | 1 | - | - | - | 2 | - | 2 |
| **CLO 2** | 2 | 1 | - | - | 2 | 1 | 2 | 1 | - | 3 | - | 2 |
| **CLO 3** | 2 | 3 | - | 2 | 2 | 3 | 2 | 2 | 1 | 2 | 2 | 3 |
| **CLO 4** | 2 | 2 | 1 | 2 | 3 | 3 | 2 | 1 | 1 | 3 | 2 | 2 |
| **CLO 5** | 2 | 2 | 1 | 2 | 3 | 3 | 2 | 2 | 2 | 3 | 2 | 3 |

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

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## Bachelor of Library and Information Science [BLISc] Semester-I

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | Fundamentals of Information Technology | Alexis Leon & Mathews Leon | 2nd Edition/2014 | Vikas Publishing House |
| 2 | Introduction to Information Technology | V. Rajaraman | 2nd Edition/2018 | PHI Learning |
| 3 | Computer Fundamentals | P. K. Sinha & Priti Sinha | 6th Edition/2013 | BPB Publications |
| 4 | Fundamentals of Computers | V. Rajaraman | 5th Edition/2010 | PHI Learning |
| 5 | Information Technology for Management | Efraim Turban, Linda Volonino | 10th Edition/2017 | Wiley |
| 6 | Using Information Technology: A Practical Introduction to Computers & Communications | Brian K. Williams & Stacy C. Sawyer | 11th Edition/2015 | McGraw-Hill |
| 7 | Computer Applications in Libraries | Krishan Kumar | 1st Edition/1993 | Vikas Publishing House |
| 8 | Library Automation and Networking | U. C. P. Abrol | 1st Edition/2005 | Ess Ess Publications |
| 9 | Digital Libraries: Principles and Practice | S. K. Singh | 1st Edition/2003 | Ess Ess Publications |
| 10 | Koha Library Software: A Practical Guide | Nicole C. Engard | 1st Edition/2010 | ByWater Solutions |
| 11 | Suchana Pradyogiki Ka Parichay | V. Rajaraman | 2nd Edition/2018 | PHI Learning |
| 12 | Computer Ke Multatva | P. K. Sinha | 6th Edition/2013 | BPB Publications |
| 13 | Pustakalayo Mein Suchna Pradhyogiki | P. K. Sinha | 6th Edition/2013 | BPB Publications |
| 14 | Mahiti Technology | -- | 2nd Edition/2016 | University Granth Nirma Board |
| 15 | Computer Ane mahiti Pranali | J. B. Solanki | 1st Edition/2017 | Gujarat University Prakashan |

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## Bachelor of Library and Information Science [BLISc] Semester-I

**Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | EPGPathshala INFLIBNET Study Material | https://epgp.inflibnet.ac.in/ |
| 2 | EGyanKosh Indira Gandhi National Open University Study Material | http://egyankosh.ac.in/ |
| 3 | National Digital Library Study Material | https://ndl.iitkgp.ac.in/ |
| 4 | Vardhman Mahavir Open University Kota Study Material | https://www.vmou.ac.in/slm |
| 5 | Dr. Babasaheb Ambedkar Open University Study Material | https://baou.edu.in/syllabus-slm-e-books |
| 6 | National Institute of Open Schooling (NIOS) Study Material | https://nios.ac.in/online-course-material/sr-secondary-courses/library-and-information-science.aspx |
| 7 | NPTEL SWAYAM Platform | https://nptel.ac.in/ |
| 8 | YouTube Channel | LIS Academy |
| | YouTube Channel | UGC NET LIS Tutorials |

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## Bachelor of Library and Information Science [BLISc] Semester-I

| Course Type | Course Code | Course Title | Teaching-Learning Scheme | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| | | | L-P-T | | |
| DSE | **UA01ELIB64** | Public Library System | 4-0-1 | **120** | 04 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

CLO1: Analyze the structure and functioning of public library systems.
CLO2: Perform basic public library operations and services.
CLO3: Assist users in accessing public library resources and services.

CLO4: Organize community and extension activities in public library settings.
CLO5: Demonstrate professional ethics and communication skills in library services.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Structure and Organization of Public Libraries**<br>**Public Library System**<br>• Concept, objectives, and functions<br>**Types of Public Libraries**<br>• National, State, District, and Village level<br>**Library Governance**<br>• Roles of authorities and administration<br>**Library Rules and Regulations** | Classroom Lecture<br>Case-Based Learning<br>Collaborative Learning<br>Research-Oriented Learning | CLO1 |
| II | **Public Library Services**<br>**Circulation Work**<br>• Membership registration, issue/return<br>**Reference and Information Services**<br>• Assisting users in locating information<br>**User Services**<br>• Current awareness and basic guidance<br>**Record Maintenance**<br>• Registers and basic documentation | Classroom Lecture<br>Problem-Based Learning<br>Micro-Projects/Mini Research Tasks<br>Collaborative Learning | CLO2<br>CLO3 |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | | |
|---|---|---|---|
| III | **Community and Extension Activities**<br>**User Education**<br>• Orientation and awareness programs<br>**Extension Services**<br>• Mobile library, outreach programs<br>**Reading Promotion Activities**<br>• Book exhibitions, reading campaigns<br>**Role of Public Libraries in Society** | Seminars<br>Micro-Projects/Mini Research Tasks<br>Collaborative Learning<br>Research-Oriented Learning | CLO4 |
| IV | **Practical Skills and Professional Practices**<br>**Library Visits / Field Work**<br>• Observation and reporting<br>**Basic Library Management Skills**<br>• Shelving, stock verification (intro level)<br>**Communication Skills**<br>• User interaction and assistance<br>**Professional Ethics**<br>• Service attitude and responsibility | Industrial Visit / Field Visit / Institutional Visit<br>Problem- Based Learning<br>Micro-Projects/Mini Research Tasks<br>Collaborative Learning<br>Classroom Lecture | CLO5 |

- **Assessment Methodologies**

**(A) Internal Assessment**

**a. Internal Formative assessment (25 Marks)**

(a) Attendance
(b) Assignment
(c) Seminar/Presentation

**b. Internal Summative Assessment (25 Marks)**

(a) Mid-Term Examination

**(B) Weightage of Learning Efforts for External Assessment**

| Unit | Aligned COs | Total Learning Hours | Approximate weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | **CLO1** | 30 | 1 | 1 | 12 | 14 |
| **II** | **CLO2 CLO3** | 32 | 1 | 1 | 10 | 12 |
| **III** | **CLO4** | 28 | 1 | 1 | 10 | 12 |
| **IV** | **CLO5** | 30 | 1 | 1 | 10 | 12 |
| | | **120** | **04** | **04** | **42** | **50** |

## Bachelor of Library and Information Science [BLISc] Semester-I

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Continuous Internal Evaluation | Seminars, Assignments, Attendance, Mid-Term Examination | 50 |
| 2 | End-Semester Examination | Written Exam | 50 |

**(C) CLOs – PLOs Matrix**

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PLO 1** | **PLO 2** | **PLO 3** | **PLO 4** | **PLO 5** | **PLO 6** | **PLO 7** | **PLO 8** | **PLO 9** | **PLO 10** | **PLO 11** | **PLO 12** |
| **CLO 1** | **3** | **3** | - | - | - | - | 2 | 2 | - | - | - | - |
| **CLO 2** | 2 | 2 | 1 | - | **3** | 2 | **3** | 2 | - | 2 | - | 2 |
| **CLO 3** | 2 | 2 | - | 2 | 2 | **3** | **3** | **3** | - | 2 | - | 2 |
| **CLO 4** | 2 | **3** | - | - | 1 | 2 | **3** | **3** | 1 | - | - | **3** |
| **CLO 5** | 2 | 2 | - | - | - | - | 2 | 2 | - | - | **3** | **3** |
| **CLO 6** | **3** | **3** | - | - | - | - | 2 | 2 | - | - | - | - |

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher |
|---|---|---|---|---|
| 1 | Public Library System | S. R. Ranganathan | 2nd Edition/2008 | Ess Ess Publications |
| 2 | Public Libraries in the 21st Century | John Pateman & Ken Williment | 1st Edition/2013 | Ashgate Publishing |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | | | |
|---|---|---|---|---|
| 3 | The Public Library Service: IFLA/UNESCO Guidelines for Development | International Federation of Library Associations and Institutions (IFLA) | 2nd Edition/2010 | IFLA Publications |
| 4 | Public Library Management | Joan Giesecke & Beth McNeil | 1st Edition/2007 | Neal-Schuman Publishers |
| 5 | Library and Information Services in Rural Areas | Anil Kumar Dhiman | 1st Edition/2009 | Ess Ess Publications |
| 6 | Developing Public Library Service | Robert D. Stueart & Barbara B. Moran | 2nd Edition/2004 | Libraries Unlimited |
| 7 | Foundations of Library and Information Science | Richard E. Rubin | 3rd Edition/2016 | Neal-Schuman Publishers |
| 8 | Introduction to Public Librarianship | William A. Katz | 2nd Edition/1992 | McGraw-Hill |
| 9 | Public Libraries and Community Development | John Pateman | 1st Edition/2011 | Ashgate Publishing |
| 10 | Library Management: A Case Study Approach | Robert D. Stueart | 1st Edition/2007 | Libraries Unlimited |
| 11 | Sarvjanik Pustakalay Pranali | S. R. Ranganathan | Reprint 2006 | Ess Ess Publications |
| 12 | Pustakalay Vargikaran: Siddhat evam Yyavhar | Krishna Kumar | 2nd Edition/2012 | Vikas Publishing House |
| 13 | Pustakalay Prbandhi Avm Sarvjanik Sevao | सी. एल. शरण्णाव | 1st Edition/2010 | Ess Ess Publications |
| 14 | Jaher Pustakalay Service Ane Vyavsha | B. M. Bhatt | 2nd Edition/2018 | University Granth Nirman Board |
| 15 | Jaher Pustakalay Vikas ane Sevao | J. B. Solanki | 1st Edition/2017 | Gujarat University Prakashan |

- **Online Resources (Open Source)**

| Sr. No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | EPGPathshala INFLIBNET Study Material | https://epgp.inflibnet.ac.in/ |
| 2 | EGyanKosh Indira Gandhi National Open University Study Material | http://egyankosh.ac.in/ |
| 3 | National Digital Library Study Material | https://ndl.iitkgp.ac.in/ |

## Bachelor of Library and Information Science [BLISc] Semester-I

| | | |
|---|---|---|
| 4 | Vardhman Mahavir Open University Kota Study Material | https://www.vmou.ac.in/slm |
| 5 | Dr. Babasaheb Ambedkar Open University Study Material | https://baou.edu.in/syllabus-slm-e-books |
| 6 | National Institute of Open Schooling (NIOS) Study Material | https://nios.ac.in/online-course-material/sr-secondary-courses/library-and-information-science.aspx |
| 7 | NPTEL SWAYAM Platform | https://nptel.ac.in/ |
| 8 | YouTube Channel | LIS Academy |
| 9 | YouTube Channel | UGC NET LIS Tutorials |

# SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

NAAC 'A' Grade (10-01-2023 To 09-01-2028)

With effect from Academic Year 2026-27

## Bachelor of Library and Information Science (BLISc) Semester-I

| Course Type | Course Code | Course Title | Teaching- Learning Scheme | Total Notional Hours | Course credits |
|---|---|---|---|---|---|
| | | | L-P-T | | |
| Community Service | **UA01SLIB61** | Community Information Service and Engagement | 2-0-1 | 60 | 02 |

- **Course Learning Outcomes (CLOs)**

On completion of this course, students will be able to:

**CLO1.** Explain the concept, nature, and diversity of communities, including their information needs and socio-cultural contexts.

**CLO2.** Interpret the concept and scope of community information, including various information delivery mechanisms and the role of library and information professionals.

**CLO3.** Classify different types of community information services, including their scope, nature, and practices in India, the UK, and the USA.

**CLO4.** Design appropriate community information services and delivery strategies tailored to specific community needs.

**CLO5.** Demonstrate the role of libraries in community engagement through analysis of case studies and development of engagement models.

| Unit | Course Content | Learning Pedagogies* | CLO(s) |
|---|---|---|---|
| I | **Understand the Community**:<br>• Concept, Meaning, Definition and Scope<br>• Various groups of communities<br>• Needs of communities<br>• Meeting community Needs<br><br>**Community Information:**<br>• Concept, Meaning, Definition and Scope<br>• Needs of Community Information<br>• Information Delivery Mechanisms<br>• Role of Library and Information Science | Classroom Learning<br><br>Problem-Based Learning<br><br>Collaborative Learning (Group Tasks, Peer Discussion, Joint Presentations) | CLO1<br>CLO2 |

**SARDAR PATEL UNIVERSITY**

Vallabh Vidyanagar

NAAC 'A' Grade (10-01-2023 To 09-01-2028)

With effect from Academic Year 2026-27

## Bachelor of Library and Information Science [BLISc] Semester-II

| | | | |
|---|---|---|---|
| II | **Community Information Services:**<br>• Concept, Meaning, Definition<br>• Type, Scope, Nature<br>• Perspectives in India, UK and USA<br>• Information Services by Libraries and Information Systems, Centres<br><br>**Community Engagement:**<br>• Concept, Meaning, Definition and Scope<br>• Role of Library in Community Engagement<br>• Case Studies of Community Engagement by Libraries | Classroom Learning<br><br>Seminars,<br><br>Research-Oriented Learning,<br><br>Field Visit<br><br>Case-Based Learning | CLO3<br>CLO4<br>CLO5 |

- **Assessment Methodologies**

**(A) Internal Assessment (25 Marks)**

**a. Internal Formative assessment**

(a) Attendance

(b) Assignment

(c) Seminar/Presentation

**b. Internal Summative Assessment**

(a) Mid-term Exam

**(B) Weightage of Learning Efforts for External Assessment**

| Unit | Aligned Cos | Total Learning Hours | Approximate weightage (Marks) to Learning levels (BT) | | | Total Marks |
|---|---|---|---|---|---|---|
| | | | Remember (R) | Understanding (U) | Application/ Analyse & above (A) | |
| **I** | **CLO1, CLO2** | 30 | 1 | 1 | 10 | 12 |
| **II** | **CLO3, CLO4, CLO5** | 30 | 1 | 1 | 11 | 13 |
| | | **60** | **02** | **02** | **21** | **25** |

- **Assessment and Evaluation**

| Sr. No. | Assessment/Evaluation | Component | Weightage (%) |
|---|---|---|---|
| 1 | Internal Evaluation | Seminars, Assignments, Attendance, Mid-Term examination | 50% |
| 2 | End-Semester Examination | Written Exam | 50% |

# SARDAR PATEL UNIVERSITY

Vallabh Vidyanagar

NAAC 'A' Grade (10-01-2023 To 09-01-2028)

With effect from Academic Year 2026-27

## Bachelor of Library and Information Science [BLISc] Semester-II

**(C) CLOs – PLOs Matrix**

| CLO | PLO | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **PLO 1** | **PLO 2** | **PLO 3** | **PLO 4** | **PLO 5** | **PLO 6** | **PLO 7** | **PLO 8** | **PLO 9** | **PLO10** | **PLO11** | **PLO12** |
| **CLO 1** | 3 | – | 2 | – | – | – | – | – | – | 2 | – | 2 |
| **CLO 2** | 3 | – | 3 | 2 | – | 2 | 2 | – | – | 2 | – | 2 |
| **CLO 3** | 2 | – | 3 | 1 | – | – | 2 | – | – | 2 | – | 2 |
| **CLO 4** | 2 | – | 2 | 2 | – | 2 | 3 | – | – | 3 | 2 | 3 |
| **CLO 5** | 2 | – | 2 | 1 | – | – | 3 | – | 2 | 3 | 2 | 3 |

Values to **CLO-PLO** matrix are assigned **by judging the importance of the particular CLO** in relation to the **PLOs**.

| CLO – PLO correlation | Value |
|---|---|
| Strong | 3 |
| Moderate | 2 |
| Low | 1 |
| No correlation | - |

- **Suggested Learning Materials Books:**

| Sr. No. | Title | Author(s) | Edition/Year | Publisher | Available |
|---|---|---|---|---|---|
| 1 | Rural Community Information Centre (RCIC) | Thaker, Urmila A. | 2014 | Sardar Patel University | DLIS, SPU |
| 2 | Assessing information needs : Managing transformative library services | Agada, John; Greer, Roger C. Grover, Robert J. | 2010 | Libraries Unlimited | DLIS, SPU |
| 3 | Indian Village Community | Powell, Baden H. | 2017 | Cosmo Publication | MSW, SPU |
| 4 | Serving the Underserved: Strategies for Inclusive Community Engagement | Bomhold, Catharin | 2024 | ALA Neal-Schuman | ALA Book Store |
| 5 | Engaging through Marketing your Active Community Strategic | Kendrick. Terry | 2021 | Facet Publishing, UK | ALA Book Store |
| 6 | Recipes for Mindfulness in Your Library: Supporting Resilience and Community Engagement | Charney, Madeleine; Colvin, Jenny; Moniz, Richard | 2019 | ALA Editions | ALA Book Store |
| 7 | Ask, Listen, Empower: Grounding Your Library Work in Community Engagement | Fournier, Mary Davis; Ostman, Sarah | 2020 | ALA Editions | ALA Book Store |

## Bachelor of Library and Information Science [BLISc] Semester-II

| | | | | | |
|---|---|---|---|---|---|
| 8 | The Local Studies Toolkit: Using Heritage Collections to Engage Communities | Pilmer, Tony | 2026 | Facet Publishing, UK | ALA Book Store |
| 9 | The Social Future of Academic Libraries: New Perspectives on Communities, Networks, and Engagement | Schlak, Tim;Corrall, Sheila; Bracke, Paul | 2023 | Facet Publishing, UK | ALA Book Store |
| 10 | Librarians Partners: Handbook as An Community Outreach | Smallwood, Carol | 2010 | ALA Editions | ALA Book Store |
| 11 | Information Services to Diverse Populations: Developing Culturally Competent Library Professionals | Cooke, Nicole A | 2026 | ALA Neal-Schuman | ALA Book Store |
| 12 | Information Needs Analysis: Principles and Practice in Information Organizations | Dorner, Daniel G.; Gorman, G. E.; Calvert, Philip J. | 2014 | Facet Publishing, UK | ALA Book Store |
| 13 | Fundamentals of Children's Services | Sullivan , Michael | 2013 | ALA Editions | ALA Book Store |
| 14 | Building Representative Community Archives: Inclusive Strategies in Practice | Crummé, Hannah Leah | 2024 | ALA Neal-Schuman | ALA Book Store |

- **Online Resources (Open Source)**

| Sr.No. | Description of Resource(s) | Weblink |
|---|---|---|
| 1 | Module 03: Functions of Public Library. In Paper 13: Public Libraries | https://epgp.inflibnet.ac.in/ |
| 2 | Module 04: Agencies in the Promotion and Development of Public Library System. In Paper 13: Public Libraries | https://epgp.inflibnet.ac.in/ |
| 3 | Module 15: Information Users and their Information Needs. In Paper 04: Information Sources, Systems and Services | https://epgp.inflibnet.ac.in/ |
| 4 | Module 19: Governance of Public Libraries. In Paper 13: Public Libraries | https://epgp.inflibnet.ac.in/ |
| 5 | Module 21: Type of Library Services: In Paper 13: Public Libraries | https://epgp.inflibnet.ac.in/ |