

*Swami Ramanand Teerth
Marathwada University,
Nanded*

B.A. Third Year

Library and Information Science

Syllabus

Semester Pattern

Effective From June 2011

Revised Syllabus for B.A. Third Year

(Semester Pattern)

Library & Information Science

The following shall be the scheme for examination and teaching for Library & Information Science optional subject for B.A. Third year.

Semester - V

Paper No.	Name of the Paper	Type of the paper	Number of Periods per Week	Internal Marks	External Marks	Mark Each Paper
IX	Information Sources and Services	Theory	04	10	40	50
X	Cataloguing Theory	Theory	04	10	40	50
XI	Cataloguing Practice	Practical	04	10	40	50

Semester - VI

Paper No.	Name of the Paper	Type of the paper	Number of Periods per Week	Internal Marks	External Marks	Mark Each Paper
XII	Information Sources and Services	Theory	04	10	40	50
XIII	Cataloguing Theory	Theory	04	10	40	50
XIV	Cataloguing Practice	Practical	04	10	40	50

Note: - The student will submit the record book of examples solved which will carry 10 marks.

B.A. III RD YEAR
SEMESTER - V
PAPER - IX
INFORMATION SOURCES AND SERVICES

Hours : 2

Marks : 40

Unit -1 Reference Service

- Definition
- Need
- Functions

Unit - 2 Information Sources

- Primary
- Secondary
- Tertiary

Unit - 3 Ranganathan's theory of reference service

- Ready reference service
- Long range reference service

**Unit - 4 Qualification and qualities of reference Librarian/
Information Scientist.**

Recommendation Books :

1. **Bhattacharya G. : Information scienced : A Unified view through a system approach-Calcutta, IASLIC.**
2. **Bose H. : Information science, Principles and Practice - New delhi, Sterling.**
3. **Foskett D.J. : Information service in Libraries - Delhi, Askashdeep.**
4. **Ghosh G.B. : Trends of Information services in India, Culcutta, World Press.**
5. **Girija Kumar and Krishan Kumar : Philosophy of use Education - New Delhi, Vikas.**
6. **Guha B. : Documentation and Information Services, Techniques and Systems - Calcutta, World Press.**
7. **Kawatra P.S. : Library Users Studies : A Manual for Libraries and Information Scientist, Bombay, Jaico.**
8. **Krishan Kumar : Refernce Service, New Delhi, Vikas.**
9. **KUMar Suseela : The Changing Concept of Reference Service, Delhi, Vikas.**
10. **Kumar P.S.G. : Fundamentals of Information Science, New Delhi, S. Chand.**
11. **Mukherjee A.K. : Reference Work and its Tools, Calcutta, World Press.**
12. **Ranganathan S.R. : Documentation : Genesis and Development, New Delhi, Viaks.**
13. **Ranganathan S.R. : Documentation and its Facets, Bombay, Asia.**
14. **Ranganathan S.R. : Reference Service, Bombay, Asia**
15. **Umapathy K.S. : Information Sources : An International Guide, New Delhi, Vikas.**
16. **Vishwanathan C.G. : Elements of Information Science, New Delhi, Today and Tomorrow.**
17. **चतुर्वेदी देवीदत्त : संदर्भ सेवा के विविध आयाम - मुंबई, हिमालया पब्लिशिंग हाऊस.**
18. **सूद एस.पी : प्रलेखन एवं सूचना विज्ञान - जयपूर, राज पब्लिशिंग हाऊस.**

19. जोशी अनंत व जोशी वसंत : प्रलेखन परिचय - नागपूर, महाराष्ट्र विद्यापीठ ग्रंथ निर्मिती मंडळ.
20. भट शरद गोपाळराव : प्रलेखन परिचय - नागपूर, महाराष्ट्र विद्यापीठ ग्रंथ निर्मिती मंडळ.
21. नरगुंदे रेवती : प्रलेखन आणि माहितीशास्त्र - पुणे, युनिव्हर्सल प्रकाशन.

B.A. III RD YEAR
SEMESTER - V
PAPER - X
CATALOGUING THEORY

Hours : 2

Marks : 40

Unit -1 Library Catalogue

- Need
- Definitions
- Purpose
- Functions

Unit -2 Types of Catalogue

- Author
- Title
- Dictionary
- Classified

Unit -3 Main Entry

- Purpose
- Parts

Unit -4 Added Entries

- Use
- Types

Books Recommended :

1. Ushadevi, S.P. Ed : **University and College Libraries, New Delhi, Ess Ess Publications, 1999**
2. Nair, R.R. Ed. : **Sustainable University Library Development, New Delhi, Ess Ess Publications, 1999.**
3. Ranganathan, S.R. : **New Education and School Library, Bangalore, Sarada Ranganathan Endowment for Library Science, 1999 (Reprinted)**
4. Kumar, Krishan and Anand J.K. Eds. : **College Libraries in India, Delhi, Indian Library Association, 1988.**
5. Sinha, S.C. and Dhiman A.K. : **Special Libraries, Research and Technical Libraries, New Delhi, Ess Ess Publications, 2002.**
6. Reddy, D.C.A. : **Organization and Managment of Public Libraries, New Delhi, Cosmo Publications, 1998.**
7. Sardana J.L. and other Eds. : **Public Libraries in a Developing Society Planning for National Informations System, New Delhi, Indian Library Association, 1982.**
8. सातारकर सु.प्र. : **तालिकीकरण : तत्व आणि व्यवहार, मराठवाडा विभाग ग्रंथालय संघ, औरंगाबाद.**
9. महाजन शां.ग. : **तालिकीकरण तात्विक, पुणे विद्यार्थी गृह प्रकाशन, पुणे.**

**B.A. III RD YEAR
SEMESTER - V
PAPER - XI
CATALOGUING PRACTICE**

Hours : 2

Marks :40

A student is expected to carry out 30 examples of cataloguing by using AACR-II of the following types :

- Book written by single author**
- Book written by two authors**
- Book written by more than three authors**

**B.A. III RD YEAR
SEMESTER -VI
PAPER - XII
INFORMATION SOURCES AND SERVICES**

Hours : 2

Marks : 40

Unit - 1 Kinds of reference tools and their evaluation :

- Encyclopaedia, Disctionary, Year book, Atlas

A. General Encyclopaedia :

1. मराठी विश्वकोश - संपा. लक्ष्मणशास्त्री जोशी महाराष्ट्र राज्य साहित्य व संस्कृती मंडळ.
2. Any World Encyclopedia.
3. Any Encyclopedia of Specific Subject.

B. Year Books :

1. Limca Yearbook of Records
2. Manorama Year book
3. महाराष्ट्र वार्षिक - संतोष दास्ताने

C. Dictionaries :

1. Oxford English Dictionary
2. मराठी शब्द रत्नाकर - आपटे
3. बृहत हिंदी शब्दकोश

D. Directories and Yearbooks :

1. Telephone Directory
2. मराठी सारस्वत
3. भारतीय शास्त्रज्ञानाचा कोश - जोशी

E. Geographical Reference Sources :

1. Atlas.
2. District Gazetteers
3. Almanac.

Unit - 2 Selective Dissmination of information (SDI)

- Current awareness service (CAS)

Unit - 3 Users' Services

- Translation service
- Reprographic service
- Literature search
- Document delivery service
- Resources sharing.

Recommendation Books :

1. **Bhattacharya G. : Information scienced : A Unified view through a system approach-Calcutta, IASLIC.**
2. **Bose H. : Information science, Principles and Practice - New delhi, Sterling.**
3. **Foskett D.J. : Information service in Libraries - Delhi, Askashdeep.**
4. **Ghosh G.B. : Trends of Information services in India, Culcutta, World Press.**
5. **Girija Kumar and Krishan Kumar : Philosophy of use Education - New Delhi, Vikas.**
6. **Guha B. : Documentation and Information Services, Techniques and Systems - Calcutta, World Press.**
7. **Kawatra P.S. : Library Users Studies : A Manual for Libraries and Information Scientist, Bombay, Jaico.**
8. **Krishan Kumar : Refernce Service, New Delhi, Vikas.**

9. **KUmar Suseela : The Changing Concept of Reference Service, Delhi, Vikas.**
10. **Kumar P.S.G. : Fundamentals of Information Science, New Delhi, S. Chand.**
11. **Mukherjee A.K. : Reference Work and its Tools, Calcutta, World Press.**
12. **Ranganathan S.R. : Documentation : Genesis and Development, New Delhi, Viaks.**
13. **Ranganathan S.R. : Documentation and its Facets, Bombay, Asia.**
14. **Ranganathan S.R. : Reference Service, Bombay, Asia**
15. **Umapathy K.S. : Information Sources : An International Guide, New Delhi, Vikas.**
16. **Vishwanathan C.G. : Elements of Information Science, New Delhi, Today and Tomorrow.**
17. चतुर्वेदी देवीदत्त : संदर्भ सेवा के विविध आयाम - मुंबई, हिमालया पब्लिशिंग हाऊस.
18. सूद एस.पी : प्रलेखन एवं सूचना विज्ञान - जयपूर, राज पब्लिशिंग हाऊस.
19. जोशी अनंत व जोशी वसंत : प्रलेखन परिचय - नागपूर, महाराष्ट्र विद्यापीठ ग्रंथ निर्मिती मंडळ.
20. भट शरद गोपाळराव : प्रलेखन परिचय - नागपूर, महाराष्ट्र विद्यापीठ ग्रंथ निर्मिती मंडळ.
21. नरगुंदे रेवती : प्रलेखन आणि माहितीशास्त्र - पुणे, युनिव्हर्सल प्रकाशन.

**B.A. III RD YEAR
SEMESTER -VI
PAPER - XIII
CATALOGUING THEORY**

Hours : 2

Marks : 40

Unit -1 Physical Forms of Catalogue

Unit -2 Brief Study of

- AACR - II
- C C C

Unit -3 Arrangement of Catalogue Cards

- Word by Word
- Letter by letter

**Unit -4 Comparison between library catalogue,
bibliography and shelf list.**

Books Recommended :

1. Ushadevi, S.P. Ed : **University and College Libraries, New Delhi, Ess Ess Publications, 1999**
2. Nair, R.R. Ed. : **Sustainable University Library Development, New Delhi, Ess Ess Publications, 1999.**
3. Ranganathan, S.R. : **New Education and School Library, Bangalore, Sarada Ranganathan Endowment for Library Science, 1999 (Reprinted)**
4. Kumar, Krishan and Anand J.K. Eds. : **College Libraries in India, Delhi, Indian Library Association, 1988.**
5. Sinha, S.C. and Dhiman A.K. : **Special Libraries, Research and Technical Libraries, New Delhi, Ess Ess Publications, 2002.**
6. Reddy, D.C.A. : **Organization and Managment of Public Libraries, New Delhi, Cosmo Publications, 1998.**
7. Sardana J.L. and other Eds. : **Public Libraries in a Developing Society Planning for National Informations System, New Delhi, Indian Library Association, 1982.**
8. सातारकर सु.प्र. : **तालिकीकरण : तत्व आणि व्यवहार, मराठवाडा विभाग ग्रंथालय संघ, औरंगाबाद.**
9. महाजन शां.ग. : **तालिकीकरण तात्विक, पुणे विद्यार्थी गृह प्रकाशन, पुणे.**

**PAPER -XIV
CATALOGUING PRACTICE**

Hours : 2

Marks :40

A student is expected to carry out 30 examples of cataloguing by using AACR-II of the following types :

- Book published under series**
- Book written by Pseudonym**
- Book written by Collaborators**
- Corporate Authors**

**Swami Ramanand Teerth Marathwada University,
Nanded
Library and Information Science Course
B.A. – IIIrd Year
Question Paper Pattern for Paper Nos. IX, X, XII & XIII
Semester System**

Time : 2 Hours

Marks : 40

Effect from June 2011

	Marks
Q.1 Long Answer Question	10
OR	
Long Answer Question	10
Q.2 Long Answer Question	10
OR	
Long Answer Question	10
Q.3 Long Answer Question	10
OR	
Long Answer Question	10
Q.4 Short Notes Questions (Any Two)	10
I	
II	
III	
IV	

**SCHEME OF MARKING FOR PAPER – XI & XIV
(Cataloguing Practice)**

Hours : 2

Marks : 40

- a. Four questions will be asked, and each will have a option.
- b. All questions will carry equal marks
- c. Examples from English as well as Marathi titles will be included.
- d. Call number will be given by using DDC.