

SKILL ENHANCEMENT COURSES

SYLLABUS FOR THE

SUBJECT: LIBRARY AND INFORMATION SCIENCE

for the award of the Degree in

BACHELOR OF ARTS/ BACHELOR OF SCIENCE

(Offered under 3-year UG Degree Programme)

(Credit Based Grading System)
under NEP 2020

Batch: 2025–28



GURU NANAK DEV UNIVERSITY AMRITSAR

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Skill Enhancement Courses in Library and Information Science
(CBGS) (under NEP 2020) (Batch 2025-28)

SCHEME

LIBRARY AND INFORMATION SCIENCE

SKILL ENHANCEMENT COURSES

SEC-I

Sr. No.	Course Code	Course Title	Credits L-T-P	Marks
1.		INTRODUCTION TO LIBRARIANSHIP (THEORY)	3-0-0	75

SEC-II

Sr. No.	Course Code	Course Title	Credits L-T-P	Marks
1.		INFORMATION SOURCES AND SERVICES (PRACTICE) (THEORY)	3-0-0	75

LIBRARY AND INFORMATION SCIENCE

SKILL ENHANCEMENT COURSES

(SEC-I)

INTRODUCTION TO LIBRARIANSHIP

(THEORY)

Time : 3 Hours

Credits: L-T-P

3-0-0

Marks : 75

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

- Libraries: Definition, Purpose and services.
- Different types of libraries: purpose and functions.

SECTION-B

- Five Laws of library science: Their relevance in electronic era.
- Role of library in society.

SECTION-C

- Library Cooperation; definition, types, levels
- Resource sharing and networking.

SECTION-D

- Professional Ethics of Librarianship
- Extension Services : Definition, Need and Programmes

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List of Readings:

1. Gursharan Kaur Brar Library Parbandh. Patiala: Preet Publication, 2004.
2. Hakam Singh Library Science Di Jan Pachhan. Chandigarh: Punjab University,
Text Book Board.
3. Krishan Kumar Library Manual. New Delhi: Vikas.
4. Krishan Kumar Library Administration and Management. New Delhi: Vikas,
1993.
5. Kumar, P. S. G. Management of Library and Information Centres. Delhi: B. R.
Publishing Corporation, 2003.
6. Mittal, R.L. Library Administration: Theory and Practice. New Delhi: ESS
ESS Publications, 2007.
7. Navalani, Kishri Library Management in Changing Scenario: Concepts,
Operations and Practices. Patiala: Madaan Publishing, 2006.
8. Ranganathan, SR Library Manual. Bombay: Asia.
9. Ranganathan, SR Five Laws of Library Science. 2nd Ed. Reprint. Bangalore:
Sanada Ranganathan Endowment for Library Sciences, 1986.

LIBRARY AND INFORMATION SCIENCE

SKILL ENHANCEMENT COURSES

(SEC-II)

INFORMATION SOURCES AND SERVICES (PRACTICE)

(THEORY)

Time : 3 Hours

Credits: L-T-P

3-0-0

Marks : 75

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

1. Study and evaluation of information sources.

SECTION- B

2. Identification of appropriate reference source for particular query.

SECTION- C

3. **Compilation of Newspaper Clipping File:** Every student will be given a separate topic by the class teacher to compile newspaper clipping file.

SECTION- D

4. Description and evaluation of Dictionaries, Encyclopedias and geographical information sources available in College library.

Note: The students shall maintain a record of the work done in a file and submit the same to the teacher concerned before the Major Test.

Suggested Readings:

1. Cheney, F. N. and William, W.J. Fundamental Reference Sources. 2nd Ed. Chicago: ALA, 1980.
2. Devarajan, G. and Joseph Kurien Pulikuthiel. Information access, tools, services and systems. New Delhi: ESS ESS Publication, 2011.
3. Grogan, Denis. Practical Reference Work. 2nd Ed. London: LA, 1981.
4. Krishan Kumar. Reference service. 3rd Rev. Ed. New Delhi: Vikas, 1996.
5. Ranganathan, S.R. Reference Service. 2nd Ed. Bombay: Asia Pub. House, 1961.
6. Rastogi, K. G. Reference Services in Library Science. New Delhi: Alfa Publications, 2006.
7. Satija, M.P. & Sewa Singh. Sandharb ate Soochna Sarot. Patiala: Punjabi University Publication Bureau, 1996 (in Punjabi).