

SWAMI VIVEKANAND UNIVERSITY, SIRONJA, SAGAR (M.P.)



SYLLABUS

For
Master of Library and Information Science
(M.Lib.I.Sc.)
Course Code : MLIBS

Department of Library & Information Science
Faculty of Library & Information Science

Duration of Course : 1 Year
Examination Mode : Yearly
Examination System : Non-Grading

Swami Vivekanand University, Sironja Sagar (M.P.)
2014-2015



**Knowledge organization and information processing
MLIBS101**

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIB S-101	Knowledge organization and information processing	5	1	-	6	100	36	-	100	-	-	-	-	100	3 Hrs

UNIT- I

Marks : 20

Information and Knowledge- Information : Growth and development. Information Communication, channels, barriers and communication models. Method of acquiring knowledge. Modes of thinking, Authority centered, Positivistic and Speculative. Factors responsible for growth of information and knowledge.

UNIT- II

Marks : 20

Universe of Knowledge- Definition, Structure and attributes, Role of classification in knowledge representation and discovery, Traditions and development in classification of subjects, Modes of formation of subjects, Subject and Isolates : Types and characteristics.

UNIT- III

Marks : 20

Classificatory Elements and Language- Concept of categories: Comparative study, Notational Systems, Principles, National capacities, telescoping effect, Indicator Digits.

UNIT- IV

Marks : 20

Subject Study: Knowledge and-Classification Schemes- UDC : origin, development, notational system, revision policy, Depth classification (Design techniques), Trends in library classification.

UNIT- V

Marks : 20

Subject Analysis and Representation- Normative Principles of Sayers, Bliss and Ranganathan, Comparative study of CC and UDC.

Text Books

1. Krishan Kumar. Theory of Classification, Delhi: Vikas, 1991.
2. Chakrabarti, B. Library Classification Theory, Calcutta : World Press, 1994.
3. Husain, Shababat. Library Classification : Facets and Analyses, Ed. 2, Delhi: , B.R. Publishing Co., 2004.
4. Ranganathan, S.R. Prolegomena to Library Classification, Ed. 3, Bangalore : Sarda Ranganathan Endowment for Lib.Sc., 1967.
5. Dhyani, P. Library Classification (Hindi), Agra : Y.K. Publisher.

Reference Books

1. Sharma, Pandey S.K. Universe of Knowledge & Research Methodology. Delhi : Ken Publishers, 1990.
2. Sharma, Pandey S.K. Librarian's Knowledge of Knowledge. New Delhi: Ess Publication, 1996.
3. Sharma, B.K. Universe of Knowledge : its structure and Development and Research Methodology (Hindi). Agra : Y.K. Publishers, 2004.
4. Khanna, J.K. Knowledge : Evolution, structure and research methodology. New Delhi: Ess Ess Publications, 1985.
5. Aggarwal, D.S. Lectures on Universe of Knowledge. New Delhi: Academic Publications, 1985.
6. Sharma, U.C. Colon .Classification (Hindi), Agra : Y.K. Publisher.
7. Sinha, Suresh C. Prolegomena to Universe of Knowledge, Agra : Y.K. Publisher.
8. Singh, Sonal. Universe of Knowledge (Hindi), Agra : Y.K. Publisher.
9. Singh, Sonal. Universe of Knowledge (English), Jaipur : Raj Publishing House, 1998.
10. Sood, S.P, Universe of Subjects and Universe of Knowledge (Hindi), Agra : Y.K. Publisher,
11. Prasher, R.G. Information and Communication, Ludhiana : Medallion Press, 2003.
12. Raju, A.A.N. Decimal, Universal Decimal and Colon Classification, New Delhi: Ajanta, 1985.
13. Sehgal, R.L. An introduction to UDC, Agra : Y.K. Publisher.
14. Kumar, P.S.G. Knowledge organization, information processing and retrieval, New Delhi: B.R. Publishing.
15. Chaturvedi. Library Classification (Hindi), Agra : Y.K. Publisher.
16. Khanna, J.K. Fundamentals of Library Organisation, Agra : Y.K. Publisher.



Research Methodology
MLIBS102

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIB S -102	Research Methodology	5	1	-	6	100	36	-	100	-	-	-	-	100	3 Hrs

UNIT- I

Marks : 20

Research Methods- Research: Concept Meaning, Need, and Purpose of Research. Types of Research: Pure, Applied, Individual and Collaborative Research including inter disciplinary and multi-disciplinary approach. Methods of Research: Descriptive, Comparative, Historical, Case Study, Experimental, Survey, Scientific, Spiral of Scientific Method.

UNIT- II

Marks : 20

Research Design- Planning and designing of research: Types of research design. Identification and Formulation of Problems. Synopsis Writing : Its concept and essential components. Formulation of Hypothesis: Concept, Importance, Characteristics. Literature Search : Print, Non-Print and Electronic Sources.

UNIT- III

Marks : 20

Methods of Data Collection and Interpretation (Research techniques and tools)- Sampling Techniques Method of data collection: Questionnaire, Schedule, Interview, Observation, and Check List. Library Records and reports. Presentation of data: Tables, Charts, Curves and Graphs.

UNIT- IV

Marks : 20

Research Report Writing- Report Writing ; structure, style, contents. Guidelines for research reporting. Methods of research evaluation.

UNIT- V

Marks : 20

Research activities in India- Organization of research in India; Development of fundamental and applied Research. Role of research organization in the promotion of research in India : ICHR, ICSSR, ICMR, ICAR, CSIR.



Text Books

1. Busha, Charles and Harter, Stephen P. Research methods in librarianship : Techniques and Interpretation. Orlando : Academic Press, 1980.
2. Busha, Charles H. Research methods. In Encyclopedia of Library and Inf.Sc., V. 25, p. 254-293. f
3. Krishan Kumar. Research methods in Lib. & Inf.Sc. New Delhi: Vikas, 1992.
4. Young, P.V. and Schmid, C.F. Scientific Social Surveys and Research. New Delhi: Prentice Hall, 1984.
5. Goode, William J, and Hatt, Paul K. Methods in social research. New Delhi : McGraw Hill, 1986.
6. Sadhu, A.N. and Singh A. Research methodology in social science, 1980. Bombay : Himalaya Publishing House.
7. Venkateswarlu, T. Research Methodology and Librarianship. IASLIC BULL. 34,3; 1989; 115-20.
8. Karande, A.G. Areas and methods of research in Library and Inf.Sc. IASLIC Bull. 34, 3; 1989; 105-13.
9. Kothari, C.R. Research methodology : Methods and techniques. Ed. 2, New Delhi: Wishwa Prakashan, 1990,

Reference Books

1. Ravichandra Rao, I.K. Quantitative methods for LIS. New Delhi : Wiley Eastern, 1985.
2. Sehgal, R.L. Statistical techniques for librarians, New Delhi : Indian Bibliographic Centre.
3. Sehgal, R.L. Applied statistics for Lib.Sc. research. 2 Vols. New Delhi: Indian Bibliographic Centre.
4. Sardana, J.L. and Sehgal, R.L. Statistical methods for Librarians. New Delhi : Indian Bibliographic Centre.
5. Sinha, S.C. and Dhiman, A.K. Res. Methodology. 2 Vols. New Delhi: Indian Bibliographic Centre.
6. Pauline, V.Y. Scientific social survey and research. New Delhi : Prentice Hall of India Pvt. Ltd., 1996.
7. Sharma, B.A.V. Research methods in social sciences. New Delhi : Sterling, 1983.
8. Ghosh, B.N. Scientific methods and social research. New Delhi: Sterling, 1982.
9. Kothari, C.R. Quantitative techniques, Ed. 2. New Delhi: Vikas, 1984.
10. Wilkinson, T.S. and Bhandarkar, P.L. Methodology and techniques of social research. Bombay : Himalaya Pub., 1979.



**Information Technology Application to Library and information Centers
MLIBS 103**

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIBS -103	Information Technology Application to Library and information Centers	5	1	-	6	100	36	-	100	-	-	-	-	100	3 Hrs

UNIT- I

Marks : 20

Information Technology Basics- Information Technology: Definition concept, need,scope and objectives. Facets of IT. Application of IT in Libraries.

UNIT- II

Marks : 20

Database Management- Database : Definition, Concept and Components. Database types : Distributed, Knowledge, Bibliographic, Factual and Full-text Database, Online Database and CD-ROM Database.

UNIT- III

Marks : 20

Electronic Media and Digital Library- Electronic publishing: E-Book, E-Journals, E-Databases. Benefits and Shortcoming of electronic Publishing. Digital Library: Definition, objectives and scope.

UNIT- IV

Marks : 20

Network Technology- Types of networks. Satellite and Cable Communication. Computer Communication Networks : Components, Links and other features. Integrated Services Digital Network (ISDN), Open System Interconnection (OSI).

UNIT- V

Marks : 20

Internet Basic Features and Tools- Internet: Definition, Internet Resources and Services. Web Browsers, Server and Search Engines. Internet security.



Text Books

1. Kumar, P.S.G. Information technology basics. New Delhi: B.R. Publications, 2003.
2. Society for Information Science. Library Automation : Design, principles and practice. New Delhi: SIS, 2002. ^
3. Kochar, R.S. Modern library and Information facilities. New Delhi: Iroian Bibliographic Centre, 1998.
4. Dhawan, K.S. Multi-media library. New Delhi: Indian Bibliographic Centre, 1997.
5. Faruqi, Khalid K. Automation in libraries. New Delhi: Indian Bibliographic Centre, 1997.
6. Dhiman, Anil K. Basics of Information Technology for Librarians and Information Scientists. 2 Vols. New Delhi: Indian Bibliographic Centre, 2002.
7. Raman, R. Computer application to library and Information Services. New Delhi: Indian Bibliographic Centre.
8. Ahmed, Shamim. Computer in library management. New Delhi: Indian Bibliographic Centre, 1998.
9. Kumar, P.S.G. Computerisation of Indian Libraries. New Delhi: Indian Bibliographic Centre.
10. Kashyap, M.M. Database systems, design and development. New Delhi : Indian Bibliographic Centre, 1993.

Reference Books

1. Thapa, Neelam. Slices of Library Automation. Agra : Y.K. Publishers, 2006.
2. Vyas, S.P. Ed. Excellence in Information Technology : Dr. S.P. Festschrift. Jaipur: Raj Publishing, 2000.
3. Malavya, V,C. Electronic Libraries. New Delhi: Indian Bibliographic Centre.
4. Sharma, Pandey S.K. Fundamentals of Library Automation. New Delhi: Indian Bibliographic Centre.
5. Panigrahi, R.M. Impact of Information Technology on libraries. New Delhi: Indian Bibliographic Centre.
6. Panda, K.C. and Gautam, J.N. Information Technology (IT) on the cross road : From abacus to internet. New Delhi: Indian Bibliographic Centre, 1999.
7. Malavya, V.C. Library Automation. New Delhi: Indian Bibliographic Centre, 1999.
8. Kochar, R.S. and Sudarshan, K.N. Library Automation : Issues and Principles. New Delhi: Indian Bibliographic Centre, 1997.
9. Sahoo, K.C. Ed. Information management with IT application. Ludhiana : Medallion Press, 2004.
10. Mahapatra, M. and Ramesh, D.B. Eds. IT applications in libraries : A textbook for beginners, Bhubaneswar : Reproprint (P) Ltd., 2004.
11. Sharma, Pandey S.K. Library Computerisation : Theory and Practice. New Delhi: Indian Bibliographic Centre, 1993.
12. Mudhol, Prasanna Kumar. Multimedia : It's application in Library and Information Science. New Delhi: Indian Bibliographic Centre, 2002.



**Organization and management of Academic Libraries
MLIBS 104**

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIBS -104	Organization and management of Academic Libraries	5	1	-	6	100	36	-	100	-	-	-	-	100	3 Hrs

UNIT- I

Marks : 20

Role of library in academic institutions. Role of U.G.C. Library government (University and College). Library authority. Library Committee. Librarian, his status and responsibilities. Library and faculty relationship. Library and administration relationship.

UNIT- II

Marks : 20

Administrative organization of library. Staff manual, library surveys, statistics, standards, their use and effectiveness, annual report. Departmental library and divisional library.

UNIT- III

Marks : 20

Library finances. Budget and accounting. Personnel administration. Staff formula. Qualification, selection, professional development of college and university library staff. Responsibilities and duties of supervisory staff.

UNIT- IV

Marks : 20

Library building and equipment for college and university libraries, Basic elements in the design of library building. Modern university library building (at least three). Policy and proceedings for selection and acquisition of books and non-book materials.

UNIT- V

Marks : 20

Library services. Information and reference service, documentation service, text-book library. Library cooperation: Resource sharing. Need and role of IT in academic libraries. Cooperation and networking for library services in India.



Text Books

1. Prasher, R.G. India's University Libraries. Ludhian: Medallion, 2002.
2. Singh, Sonal. University libraries : A current appraisal. New Delhi : Indian Bibliographic Centre, 1997,
3. Prasher, R.G. University libraries in India : 1980's and beyond. New Delhi : Indian Bibliographic Centre. *
4. Shukia, K.H. University libraries in India : Some observations and suggestions. New Delhi : Indian Bibliographic Centre, 1994.
5. Gupta, Pawan K. University library personnel in India. New Delhi : Indian Bibliographic Centre, 1998.
6. Raman Nair, R. College library development. New Delhi: Indian Bibliographic Centre, 1996.
7. Usha Devi, S.P. University and College libraries. New Delhi: Indian Bibliographic Centre.
8. Chaturvedi, D.D. Academic libraries. New Delhi; Anmol, 1994.
9. Rajasekharan, K. Academic library development. New Delhi; Ess Ess, 1991,
10. Raju, P.S. Role of university library in support of research. Visakapatnam : Andhra University Press,1992,

Reference Books

1. Gelfand, M.A. University libraries for developing countries. UNESCO, 1968.
2. Lyle, G.R. Administration of college libraries, ED3. New York: Wilson, 1961.
3. Metcalf, K.D. Planning academic and research library buildings. New York : McGraw Hill, 1965.
4. Sahoo, K.C. Information Management with IT Application. Ludhiana : Medallion Press, 2004.
5. Prasher, R.G. Managing university libraries. New Delhi: Today & Tomorrow, 1991.
6. Ranaganathan, S.R. School and college libraries. Madras : Madras Library Association, 1945.
7. UGC (India). Library Committee, 1957 Report: University and College Library. Delhi: UGC, 1957.
8. Raman Nair, R. Academic Library Automation, New Delhi: New Delhi: Indian Bibliographic Centre.
9. Shrivastava, B.P. Library & Information Science Education in Indian Universities. New Delhi: Commonwealth Publishers, 2002.
10. Girija Kumar. Library development in India. Delhi: Vikas, 1983.
11. Gupta, O.P. Development of university libraries after independence. New Delhi : Concept, 1989.
12. Inamdar, N.B. and Ramaiah, L.S. National Policy for University Libraries in India. New Delhi : Concept, 1989.
13. Nazar, Ahmad. University library practices in developing countries. London : KPI, 1984.
14. Seni, B.S. Library organization for higher education, Delhi: Ess Ess, 1976.
15. Shrivastava, A.P. Higher education and the library. Shimla : HAS, 1992.
16. Shrivastava, S.N. and Verma, S.C. University libraries in India. New Delhi: Sterling, 1980.
17. Tejmurty, A. Studies in Academic Librarianship, Jaipur: Printwell, 1987.
18. Sood, S.P. and Sharma, C.L., Eds. Outstanding studies in University Librarianship. Jaipur : RBSA,1991.



**Information Storage and Retrieval
MLIBS 105**

ourse code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIBS -105	Information Storage and Retrieval	5	1	-	6	100	36	-	100	-	-	-	-	100	3 Hrs

UNIT- I

Marks : 20

Indexing Language and Controlled Vocabulary- Conventional method of information storage and retrieval: Cataloguing, Contribution of Cutter, Kaiser, Ranganathan, Farradane and Coates, Definition and characteristics of indexing language, Vocabulary control, Thesaurus : Structure and Construction, Comparative study of CCC and AACR-2.

UNIT- II

Marks : 20

Bibliographic Description- Overview of principles and practices in document description. Current trends in standardization in description and exchange : MARC, UNIMARC, IS02709, CCF. Bibliographic description of the following items: Cartographic materials Manuscripts, Music, Sound recording, Motion pictures and Video recording, Graphic materials, Computer files, Three dimensional. Artifacts and Microforms.

UNIT- III

Marks : 20

Subject Indexing and Abstracting- Study of Uniterm indexing and Citation indexing. Trends in Automatic indexing. Canons of Abstracting. Trends in Auto-Abstracting,

UNIT- IV

Marks : 20

Information Storage and Retrieval System- Definition, user-interface system, query processing system. Databases: Concept. Information storage and elements of file organization. Artificial intelligence : expert systems and natural language processing.

UNIT- V

Marks : 20

Information Searching, Retrieval and Evaluation of IR Systems- Search techniques, Online Searching Techniques and retrieval. Evaluation of IR system.



Text Books

1. Sharma, Pandey S.K. Library Information Retrieval. Agra : Y.K. Publisher.
2. Khanna, J.K. Documentation and Information. Agra : Y.K. Publisher.
3. Sood, S.P. Documentation and Information Science, Agra: Y.K. Publisher.
4. Sood, S.P, Principles of Cataloguing Theory. Agra : Y.K. Publisher.
5. Seetharama, S. Information Consolidation and Repacking. Agra : Y.K. publisher.
6. Krishan Kumar. Information to Library Cataloguing. New Delhi: Vikas, 1981.
7. Girija Kumar and Krishan Kumar. Theory of Cataloguing. Ed 5. New Delhi: Vikas, 1986,
8. Chakrabarti, A.R. and Chakrabarti, B. Indexing : Principles, Process and Products. Calcutta : World Press, 1983.
9. Chan, Lois Mai. Cataloguing and Classification : An introduction. Ed 2. New York : McGraw Hill, 1994.
10. Guha, B. Documentation and Information : Services, techniques and systems, Ed. 2. Calcutta: World Press, 1983.

Reference Books

1. Lancaster, F.W. Indexing and Abstracting in theory and practice. Ed 3. Chennai: Allied.
2. Bajpai, S.K. Modern Information Retrieval. New Delhi : Indian Bibliographic Centre.
3. Fothergill, R. and Butchart, I. Non-book materials in libraries : A practical guide, Ed 3. London: Clive Bingley, 1990.
4. Prasher, R.G. Indexing and Indexing System. New Delhi: Medallion Press, 1989.
5. Kashyap, M.M. Database System : Design and development. New Delhi : Indian Bibliographic Centre, 1993.
6. Parmeswaram, M. AACR-II and CCC (5) : A comparative study. New Delhi : Indian Bibliographic Centre, 1989.
7. Vishwanathan, C.G, Cataloguing : Theory and Practice. Ed 6. New Delhi : Indian Bibliographic Centre, 1990.
8. Malavya, V.C. Multimedia Library and On-line Cataloguing. New Delhi: Indian Bibliographic Centre.
9. Dhawan, K.S. On-line Cataloguing Systems. New Delhi : Indian Bibliographic Centre, 1997.
10. Choudhury, G.G. Introduction to modern information retrieval system. Calcutta : IASLIC, 1993.
11. Rout, R.K. and Choudhury, -B.K. Cataloguing of non-book materials : A practical manual. New Delhi: Reliance Publishing House, 1997.



**Information systems & Programmes or Dissertation
MLIBS 106**

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIBS -106	Information systems & Programmes or Dissertation	5	1	-	6	100	36	-	100	-	-	-	-	100	3 Hrs

UNIT- I

Marks : 20

Information System Basics-Information System : Basic concept types, characteristics and components. Information organisation as a system : Libraries, Documentation and Information centers. Data Banks, Information analysis centers, Referral centers, Translation centers, Reprographic centers.

UNIT- II

Marks : 20

Information System Analysis & Design-Planning and Designing of National Information System. National Documentation Centres in India : NISCAIR, DESIDOC, SENDOC, NASSDOC. International Information Systems : MEDLARS, AGRIS, INIS, INSPEC, DEVSIS, UNISIST.

UNIT- III

Marks : 20

Library and Information Network-Library Network Concept, objectives, Structure and Functions. National Network : INFLIBNET, DELNET, CALIBNET, NICNET.

UNIT- IV

Marks : 20

Information Policy and Transfer-National Information Policy (NIP). Evaluation of national and international information system. Role of information systems and networks in technology transfer and national development.

UNIT- V

Marks : 20

Information Users and their Information needs-Categories of information user. Information needs : Definition and models. Information seeking behaviour. User studies : methods, techniques and evaluation.



Text Books

1. Kawatra, P.S. 2000 : Library and Information Systems in 21st century. New Delhi: Crest Publishing House.
2. Kashyap, M.M. Computer-based library information systems : Designing techniques. New Delhi: Sterling. 6
3. Barua, B.P. National Policy on Library and Information System and Services for India : Perspectives and Strategies. New Delhi : Indian Bibliographic Centre.
4. Rao, P. Bhaskara. Information Network and Resource Sharing. New Delhi : Indian Bibliographic Centre.

Reference Books

1. Kaul, H.K. Library resource sharing and network. New Delhi : Virgo Publications, 1999.
2. Parida, Baman. Studies on information systems, services and programmes. New Delhi; Ajanta, 1993.
3. Kawatra, P.S. Library users studies. New Delhi: Jaico Books, 1992.
4. Sehgal, R.L. An introduction to library network. New Delhi : Indian Bibliographic Centre, 1996.
5. Bose, Kaushik. Information networks in India : Problems and Prospects. New Delhi: Indian Bibliographic Centre.
6. Neelameghana, A. and Prasad, K.N. Information systems, networks and services in India : Developments and trends. 2 Vols. New Delhi : Indian Bibliographic Centre, 1998.
7. Sehgal, R.L. An introduction to library network. New Delhi : Indian Bibliographic Centre, 1996.
8. Girija Kumar and Krishan Kumar. Philosophy of user education. New Delhi: Vikas, 1983.
9. Library trends, Summer 1980. Summer issue of current library use instructions.
10. Kaul, H.K. Ed. Library and information networking. New Delhi : Virgo Publications, 1999.



**Advance Library Classification (Practice)
MLIBS 107**

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		TW (g)	Total (h= e+g)		
						Max (a)	Min (b)			Max (e)	Min (f)				
MLIBS -107	Advance Library Classification (Practice)	-	-	6	6	-	-	-	-	100	36	-	100	100	3 Hrs

ADVANCED LIBRARY CLASSIFICATION (PRACTICAL)

Steps in classification,

Classification of - books, monographs and articles

By- Colon classification and Universal Decimal Classification (Abridged English Edition).

Text Books

1. Satifa, M.P. Colon Classification: A practical introduction, Delhi: Ess-Ess Publications.
2. Raju, A.A.N. Colon Classification: Theory and practice, Delhi: Ess-Ess Publications.
3. Dhyami, Pushpa. Classifying with DDC. Delhi: Ess-Ess Publication.

Reference Books

1. Colon Classification (6th rev. ed.)
2. Universal Decimal Classification (Abridged English Edition).



**Advance Library Cataloging (Practice)
MLIBS 108**

Course code	Title of the Paper	Periods Per week				Distribution of Marks								Grand Total (i= d+h)	Duration of Exam
		L	T	P	C	Theory		MST (c)	Total (d = a+c)	Practical		T W (g)	Total (h= e+g)		
						Max (a)	Min (b)			Ma x (e)	Min (f)				
MLIB S -108	Advance Library Cataloging (Practice)	-	-	6	6	-	-	-	-	100	36	-	100	100	3 Hrs

ADVANCED LIBRARY CATALOGUING (PRACTICAL)

Practical cataloguing of complicated periodicals, complicated personal and corporate author headings and subject headings according to CCC 5th ed. (with amendments) and AACR-2 (Modified) along with LC list of subject headings.

Text Books

1. Krishan Kumar, An Introduction to AACR2, 3rd rev. ed. New Delhi, Vikas 1990.
2. Krishan Kumar, An Introduction to Cataloguing Practice, 3rd rev. ed. New Delhi, Vikas, 1986.
3. Gautam, J.N. and Singh, Niranjana, Advanced Cataloguing Practice: CCC & AACR2. Agra, Y.K. Pub., 1998.
4. Ranganathan, S.R. Classified Catalogue Code with additional rules for dictionary catalogue, Bangalore, S.R. Endowment for Lib.Sc.
5. Anglo American Cataloguing Rules, 2nd ed. 1988 Revision.
6. Verma, A.K. AACR2-Entries and procedures, Delhi Vishwa Kala Prakashan, 1986.

Reference Books

1. Ranganathan, S.R. Classified Catalogue Code with additional rules for dictionary catalogue, Bangalore, .R. Endowment for Library Science.
2. Anglo American Cataloguing Rules, 2nd Edition 1988 Revision