

## SEMESTER - IV

### CPS 5b LIBRARY AND INFORMATION SCIENCE

**Credits: 4**

**Internal: 40 marks**

**Hours/Week: Theory-4hrs Practical- 4hrs**

**External: 60 marks**

**Total: 100 marks**

#### Objectives

**At the end of the course the student teachers will able to:**

- ❖ familiarized with types and need for library;
- ❖ acquaint with various information sources ;
- ❖ explore the various services offered in library;
- ❖ expound with various activities of library;
- ❖ summarize the different contemporary technologies in library;
- ❖ sensitize with the information literacy and user education.

#### Unit I: Library and Information Society

Library: Meaning, definition - Types of Libraries: their functions and objectives – Laws of library science and its implications in teacher education libraries - Information Science as a discipline and its relationship with other subject field.

#### Unit II: Information Sources

Information: definition – Sources of information - Types of reference sources – Documentary Sources: Primary, Secondary and Tertiary - Non Documentary Sources: Electronic / Web Learning Sources - e book, e journal, e-learning - Subject gateways in teacher education.

#### Unit III: Information Services

Reference services - Types of reference service – Current Awareness Service, Selective Dissemination of Information, Translation Service, Reprographic Service, Bibliographic Service, Indexing and Abstracting Service - On line service - Learning Resource Centre.

#### **Unit IV: Organization of Information**

Collection development policy of information resources for teacher education institution libraries: Document selection, Accessing of the document, Technical processing, Physical verification of collection, Serials and Electronic materials management, Preservation.

#### **Unit V: Library Network**

Library Automation - Digital Library, Electronic Library, Virtual Library – Library Networks: ERNET, DELNET, INFLIBNET - Documentation Centres - NASSDOC, INSDOC, DESIDOC - On line search of teacher education databases.

#### **Unit VI: Information Literacy and User Education**

Information literacy for teacher education: User and their information needs - Access, Evaluation, Uses of information - User education in academic libraries - Role of teachers in the use of library – Library Committee: Constitution and its functions - Format of writing a Bibliography: American Psychological Association (APA) Format and Modern Language Association (MLA) Format.

#### **Suggested references:**

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- ❖ Asari, K.Ravindran. (2009). *IT for Librarians*. New Delhi: I.K.International Publishing House Pvt.Ltd.
- ❖ Bajbai, S.K. (2006) *Book Selection & Acquisition Systems in Library*. New Delhi: Shri Sai Printographers.
- ❖ Dilli, K.T. (2009). *Library and Information Science in a Digital Era*. New Delhi: Atlantic Publishers & Distributors Pvt. Ltd.
- ❖ Goel, Vivek. (2012). *Research Methodology in Library and Information Science*. New Delhi: Ankit Publishing House.
- ❖ Intner, Sheila S. (2009). *Studies in Library and Information Science: Fundamentals of Technical Services and Management*. New Delhi: Pentagon Press.

- ❖ Jain, M.K. and Nirmal Jain. (2006). *Teaching - Learning: Library and information Services - A manual*. New Delhi: Shipra Publications.
- ❖ Jha, Sumangala. (2012). *Advances in Library and information Science*. New Delhi: Globus Press.
- ❖ Kaliasammal, A., & Thamaraiselvi, G. (2005). *Role of ICTs in Library and Information Services*. New Delhi: Authors Press.
- ❖ Keith, Dennis. (2013). *Digital Sources of Management in Libraries*. New Delhi: Random Exports. ISBN: 978 -93 – 82226 – 29 -1.
- ❖ Kumari, Aradhana. (2015). *Role of Libraries in Modern Society*. New Delhi: Mangalam Publications.
- ❖ Mathew, Cherian.(2011). *Exploring Library and Information Science: An Encyclopaedia. Set of 3 Volumes*. New Delhi: Cyber Tech Publications.
- ❖ Ramamurthy,C.R. (2005). *Globalisation and Library Information Networking*. New Delhi: Authors Press.
- ❖ Rohatgi, Anurag. (2015). *Textbook Of Library & Information Science*. New Delhi: Wisdom Press.
- ❖ Sangma, S.K. (2013). *A manual of Library Automation and Networking*. New Delhi: Centrum Press.
- ❖ Sharma, Gopal. (2013). *New Perspectives in Ranganathan's Five laws of Library and Information Science*. New Delhi: Centrum Press.
- ❖ Singh, Gurudev. (2007). *Introduction to Computers for Library Professionals*. New Delhi: Ess Ess Publications.
- ❖ Tiwari, Purushotham. (2013). *Library and Information Science in Digital Age*. New Delhi: APH Publishing Corporation.

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