

<b>Title of course:</b>		<b>Library Science</b>			
<b>Nodal Department of HEI to run course</b>					
<b>Board Area/Sector-</b>					
<b>Sub Sector-</b>					
<b>Nature of Course-Independent and Progressive</b>		<b>Independent and Progressive</b>			
<b>Name of Suggestive Sector Skill Council</b>					
<b>Aliened NSQF Level</b>		<b>4</b>			
<b>Expected fee of the Course-Free/Paid</b>					
<b>Stipend to Student expected from industry</b>					
<b>Number of Seats.....</b>					
<b>Course Code- VOLS (VOLS101, VOLS102, VOLS201, VOLS202)</b>		<b>Credits-03(1 Theory,2 Practical)</b>			
<b>Max Mark 25+75</b>		<b>Minimum Marks.</b>			
<b>Name of proposed skill Partner (Please Specify,Name of industry, company etc for practical/training/internship/OJT.</b>					
<b>Job prospects- Expected field of Occupation where student will be able to Get job after the completing this course in (Please Specify, Name of industry, company etc).</b>		In Library profession, Cataloguer, Library Attendant, Publishing House			
<b>Syllabus:-</b>					
Unit	Topics	General/Skill Component	Theory/Practical /OJT/internship /Training	No. of Theory Hours (Total-15 Hours=1 credit)	No. of skill hours (Total=60 Hours=2 credits)
<b>Semester-1 VOLS101</b>			<b>3 Credits</b>		
I.	Libraries: Basics And Contexts	General	<b>Theory</b>	15 Hours	
II.	Library Routines	Skill	<b>Theory/Practical</b>		30 Hours
III.	Document Processing and Organisation	Skill	<b>Practical/Internship /Training</b>		30 Hours
<b>Semester-2 VOLS102</b>			<b>3 Credits</b>		
I.	Classification	General	<b>Theory/ Practical</b>	15 Hours	
II.	Cataloguing	Skill	<b>Theory/Practical</b>		30 Hours
III.	Filing and Shelving	Skill	<b>Practical/Internship /Training</b>		30 Hours
<b>Semester-3 VOLS201</b>			<b>3 Credits</b>		
I.	Information Sources and Their Use	General	<b>Theory/ Practical</b>	15 Hours	
II.	Library Services	Skill	<b>Theory/Practical</b>		30 Hours
III.	Digitization of Library Materials	Skill	<b>Practical/Internship /Training</b>		30 Hours
<b>Semester-4 VOLS202</b>			<b>3 Credits</b>		
I.	Digital Literacy	General	<b>Theory/ Practical</b>	15 Hours	
II.	Library	Skill	<b>Theory/Practical</b>		30 Hours

	Automation			
III.	Internet Tools and Services	Skill	<b>Practical/Internship /Training</b>	30 Hours
Suggested Readings: Library Science by R. Gupta Library and Information Science				
Suggested Digital platforms/web link for reading- <a href="http://epgp.inflibnet.ac.in/Home/ViewSubject?catid=21">http://epgp.inflibnet.ac.in/Home/ViewSubject?catid=21</a> <a href="http://www.cbseacademic.nic.in/web_material/doc/2014/16_Library%20&amp;%20Information%20Science%20Class%20XI.pdf">http://www.cbseacademic.nic.in/web_material/doc/2014/16_Library%20&amp;%20Information%20Science%20Class%20XI.pdf</a>				
Suggested OJT/internship/Training/Skill partner :				
<p><b>Suggested Continuous Evaluation Methods:</b></p> <p>Internal Assessment: Every month will have one or two Grade test/Quiz/Practical test/ Seminar on the bases of theory and practical syllabus. Best 3 test/Quiz/Practical test/ Seminar marks will be considered for internal marks and carry 30 % of overall result. End term Exam will have 40 theory (Objective type) + 60 skill test plus report assessment marks based on visit and will carry 70 % of overall result. All students, who obtain 40% marks in internal assessment and 40% marks in end term, will be eligible for certificate and credit transfer. Course learners who qualify the end course examination can get a passing certificate and a marksheet for credit transfer. Course learners can get participation certificate and completion of the course for the participation in the course</p>				
Course Pre-requisites:				
<ul style="list-style-type: none"> <li>• No pre-requisite required, open to all</li> <li>• To study this Course, a student must have the any Subject in class/12<sup>th</sup>/certificate/diploma.</li> <li>• If progressive to study this course a student must have passed previous courses of this series.</li> </ul>				
Suggested Equivalent online courses:				
Any remarks/suggestions:				
Notes:				
<ul style="list-style-type: none"> <li>• Number of units in theory/practical may vary as per need.</li> <li>• Total credit Semester-3(it can be more credits, but student will get only3 credits/semester or 5 credits/year).</li> <li>• Credit for theory=01(Teaching hours=15)</li> <li>• Credit for internship/OJT/Training/Practical=02(Training hours =60)</li> </ul>				