

PERIYAR UNIVERSITY

SALEM – 636 011. Tamil Nadu.



**Periyar Institute of Distance Education
(PRIDE)**

**Bachelor of Library & Information Science
(BLIS)**

Regulations and Syllabus

Effective from the Academic Year 2007-2008

PERIYAR UNIVERSITY, SALEM – 11 (PRIDE)

Bachelor of Library & Information Science (BLIS)

Regulations and Syllabus

Effective from the Academic Year 2007-2008

1. Objectives of the Courses:

To impart knowledge in Library and Information Science and to provide the required basic skills for managing modern library and information centres.

2. Eligibility for Admission:

A Candidate who have passed a degree examination of this University or an examination of any other Universities/Institutions accepted by the Syndicate of this University as equivalent thereto.

3. Duration of the Course:

The duration of the Course is one year.

4. Course of Study and Scheme of Examination:

Sl. No.	Paper Code	Title	Duration	Max. Marks
1	BLIS 01	Foundations of Library and Information Science	3 Hours	100
2	BLIS 02	Management of Library and Information Centres	3 Hours	100
3	BLIS 03	Knowledge Organization – I (Classification Theory)	3 Hours	100
4	BLIS 04	Knowledge Organization Practice – I (Classification)	3 Hours	100
5	BLIS 05	Knowledge Organization – II (Cataloguing Theory)	3 Hours	100
6	BLIS 06	Knowledge Organization Practice – II (Cataloguing)	3 Hours	100
7	BLIS 07	Information Sources and Services	3 Hours	100
8	BLIS 08	Introduction to Information and Communication Technology (ICT)	3 Hours	100
9	BLIS 09	Library Automation	3 Hours	100

5. Examination:

Examination shall be of three hours duration for each paper. Examination will be held at the end of the year. The Candidates failing in any subject(s) may be permitted to reappear in the subsequent examinations.

6. Question Paper Pattern:

Time: 3 Hours Max: 100 Marks

- a. Nine Questions. All Questions carry equal marks.
- b. Candidate will be asked to answer any five of the nine questions.

7. Passing Minimum:

The Candidate shall be declared to have passed the examination, if they secure not less than 40 marks in each examination.

8. Classification of Successful Candidates:

Successful Candidates passing all the examinations securing the marks.

- i. 60% and above, and
- ii. 50% and above but below 60% in the aggregate of the marks for all subjects shall be declared to have passed the examination in **I Class** and **II Class** respectively. All other successful candidates shall be declared to have passed in the examination in **III Class**.

9. Commencement of the Regulation:

The above regulations shall take effect from the academic year 2007-2008 and thereafter

Bachelor of Library & Information Science

(BLIS)

Total No. of Papers: 9

Theory : 7

Practice : 2

Paper I – Foundations of Library and Information Science

Paper II – Management of Library and Information Centres.

Paper III – Knowledge Organization - I (Classification Theory)

Paper IV – Knowledge Organization Practice – I (Classification)

Paper V – Knowledge Organization – II (Cataloguing Theory)

Paper VI – Knowledge Organization Practice - II (Cataloguing)

Paper VII – Information Sources and Services

Paper VIII – Introduction to Information and Communication Technology

(ICT)

Paper IX – Library Automation.

Paper I (BLIS01)– Foundations of Library and Information Science

Unit – I

Modern Concept of Library as an Information Centre – Contemporary view-Social, Economic, Cultural, Political, Technological Changes and their impact on Library and Information Science.

Unit – II

History of Libraries – Library Movement in India, U.K., U.S.A. – Library Legislation – Model Public Library Act – Madras Public Library Act(1948) - Delivery of Books and Newspapers Act (1954) – Indian Copy Right Act.

Unit – III

Types of Libraries and their functions: Public - Academic – Special

Unit – IV

Five Laws of Library Science and their implications – Professional ethics – Extension Service – Library Co-operation.

Unit – V

Library Professional Associations: Role – Structure – Functions – National: ILA – IATLIS – IASLIC – International: IFLA, ALA, CILIP

Books Recommended for Further Readings

- 1). Burahohan, Alaka. Various Aspects of Librarianship and Information Science. Delhi: Ess Ess, 2000.
- 2). Chapman, Elizabeth A. and Lynden, Frederick C. Advances in Librarianship. 24th Vol. San Diego: Academic Press, 2000.
- 3). Khanna, J. K. Library and Society. Kurukshethra: Research, 1987.
- 4). Kumar, P. S. G, Foundations of Library and Information Science. New Delhi: Manohar, 2003.
- 5). Kumar, P. S. G, Fundamentals of Information Science, New Delhi: S. Chand & Co, 1997

- 6). Ranganathan, S.R. The Five Laws of Library Science, Ed.2. Bangalore: SRELS, 1999.
- 7). Rout, R.K, Ed. Library Legislation in India, New Delhi: Reliance, 1999.
- 8). Sharma, Pandey S. K. Library and Society. Ed.2 Delhi: Ess Ess, 1992.
- 9). Surendra Singh and Sonal Singh. Ed. Library, Information and Service and Society. New Delhi: Ess Ess, 2002.
- 10). Venkatappaiah, V. Indian Library Legislation. 2nd Vol. New Delhi: Daya, 1990.
- 11). Vyas, S. D. Library and Society. Jaipur: Panchasheel, 1993.
- 12). Dhiman, Anil K. and Sinha, Suresh C. Academic Libraries. New Delhi, Ess Ess Publications, 2002.
- 13). Isaac, K. A., Library Legislation in India: A critical and comparative study of State Library Acts. New Delhi. Ess Ess Publications, 2004.
- 14). Ekbote, Gopal Rao. Public Library System. Hyderabad. Ekboter Brothers, 1997.
- 15). Dilli, K. T. Basics of Library & Information Science New Delhi; Vikas, 1998.
- 16). Kaula, P. N. Library Movement in India. Delhi; Delhi Library Association, 1958.
- 17). Krishns Kumar. Library Manual. New Delhi; Vikas, 1993.
- 18). Ranganathan, S. R. Library Manual. Bombay; Asia Book House, 1951.
- 19). Tharani Kala. Copy Right: The Indian Experience. Madras; Allied Pub. Ltd., 1987.
- 20). University of Madras, Law Dept. Infringement of Copy Right. 1982.
- 21).Johnston Donald, F. Copyright Hand Book. London; R.R. Bowker

Company, 1982.

22). Narayanan, P. Copyright Law. Calcutta; Eastern Law House Ltd., 1986.

23). Giriappa Somu, Ed. Copyright Law, Economy and Development. Delhi;

Daya Pub. House, 2002.

Paper II(BLIS02) – Management of Library and Information Centers

Unit- I

Management : Concept – Definition – Scope – Theories of Management – Functions – POSDCORB – Principles – Library as a System.

Unit – II

Human Resource Management: Selection – Recruitment – Training – Staff Formula.

Unit – III

Library Authority: – Committees – Role and Functions – Public and Academic Libraries, Library Statistics – Annual Report – Library Building – Furniture and Equipments.

Unit – IV

Library Routine: Acquisition – Selection – Procurement, Technical Processing – Classification and Cataloguing, Periodical Control – Subscription-Registration, Circulation – ILL – OPAC, Maintenance – Preservation of Books and Periodicals – Stock Verification.

Unit – V

Library Finance – Budget: Definition, Types, Estimation – Preparation – PPBS, Zero Based Budget.

Books Recommended for Further Readings

- 1). Beardwell, Ian and Holden, Len, Ed. Human Resource Management: Contemporary Perspective. New Delhi: MacMillan, 1996.
- 2). Bratton, John and Gold, Jeffery. Human Resource Management: Theory and Practice. Basingstoke: Macmillan, 1994.
- 3). Bryson J.O. Effective Library and Information Management. Bombay: Jai & Co, 1996.
- 4). Evans, Edward G. Ed. Management Information Systems. News Delhi: S.Chand & Co. 1986.
- 5). Katz, W. A. Collection Development of Materials for Libraries. New York: HRW, 1980.
- 6). Krishan Kumar. Library Administration and Management. Delhi: Vikas, 1987.
- 7). Kumar P. S. G. Management of Library and Information Centers. Delhi: B.R. Publishing, 2003.
- 8). Marino, R.L. Information Management: Dynamics of Management Information Systems. New York: McGrawHill, 1969.
- 9). MerDick, Robert G. et. al. Information Systems for Modern Management. New Delhi: Prentice Hall, 1992.
- 10).Mittal, R.L. Library Administration: Theory and Practice. Ed. 4. New Delhi. Metropolitan, 1984.
- 11).Paliwal, P. K, Compendium of Library Administration. New Delhi: Ess Ess, 2000.
- 12).Paranjpe, Vivek. Strategic Human Resource Management. New Delhi: Allied, 1997.

- 13). Siwath, Ajith Singh. Library Management: Leadership Style Strategies and Organizational Climate. New Delhi: Shree, 2004.
- 14). Jain, V. K. Library Manual: A practical approach to Management. New Delhi; Ess Ess, 1999.
- 15). Koontz, H et al. Essentials of Manasement. NewYork; McGraw Hill Inc., 1998.
- 16). Ranganathan, S. R. Library Administration. Bombay; Asia Pub. House, 1959.
- 17). Singh, R. S. P. Fundamentals of Library Administration & Management. Delhi; Prabhat, 1990.
- 18). Singh, S. K. Essentials of Integrated Library Management. Delhi; Author Press, 2002.

Paper III(BLIS03) – Knowledge Organization – I
(Classification Theory)

Unit – I

Classification Concept: Definition – Need and Purpose – Basic Concepts – Terminology – Document and Knowledge Classification.

Unit – II

Universe of Subjects: Knowledge structure and development – Formations of Subjects – Different Schemes of Classification: CC – DDC – UDC.

Unit – III

General Theory of Classification – Normative Principles – Three Planes of Work – Fundamental Categories – Facet Analysis – Postulates and Postulational Procedure.

Unit – IV

Notation – Definition - Types – Qualities – Functions – Canons – Mnemonics.

Unit – V

Zone Analysis – Systems and Specials – Phase Analysis – Common Isolates.

Books Recommended for Further Readings

- 1). Husain, Shahabat. Library classification (Facets and analysis). Ed. 2. New Delhi: B. R. Publishing Corporation, 2004.
- 2). Scott, Mona L. Dewey Decimal Classification. Ed 21. London: Libraries Unlimited, 2004.
- 3). Taylor, Arline G. Introduction to Cataloguing and Classification. Ed 10. London: Libraries Unlimited, 2006.
- 4). Bose H. Universal Decimal Classification Theory and Practice. New Delhi: Sterling Publishers, 1987.

- 5).Ranganathan, S. R. Prolegomena to Library Classification. Ed 3. New Delhi: Ess Ess Publication, 2006.
- 6).Ranganathan, S. R. Classification and Communication, Reprint 2006. New Delhi: Ess Ess publications, 2006.
- 7).Berwick Sayers, W. C. Introduction to Library Classification. London, Andra Dautch, 1950.
- 8).Krishan Kumar. Theory of Library Classification, Ed. 4. New Delhi: Vikas, 1984.
- 9).P.S.G, Kumar, Knowledge Organization and Retrieval Theory. Delhi: BR, 2003.
- 10).Dhyani, Pushpa. Library Classification: Theory and Practice. New Delhi:Vishwa Prakhasan, 1998.
- 11).Raju, A A N. DDC, CC and UDC: comparison. New Delhi: Ajantha Publications
- 12).Pandey, S. K. Sharma. Colon Classification made easy. New Delhi; Ess Ess, 2000.
- 13).Ranganathan, S. R. Elements of Library Classification. Bombay; Asia Pub. House, 1962.

**Paper IV(BLIS04) – Knowledge Organization Practice – I
(Classification)**

Classification of books using Colon Classification (6th Ed.) and Dewey Decimal Classification (22nd Ed.)

Unit – I: Classification of documents using 6th Edition of Colon Classification.

- Classification of documents representing simple subjects – Main Classes and Canonical Divisions.
- Classification of documents involving one or two Fundamental Categories(FC) – (P) (M) (E) (S) (T).
- Classification of documents involving Common Isolates.
- Classification of documents involving all FCs – Complex and Compound subjects.

Unit – II Classification of documents using 22nd Edition of Dewey Decimal Classification (DDC).

- Classification of documents representing simple subjects from I, II & III summaries of DDC.
- Classification of documents involving the use of Tables 1-6 of DDC.
- Classification of documents involving Complex and Compound subjects.

Books Recommended for Further Readings

- 1).Ranaganathan, S.R. Colon Classification Ed.6. Bombay; Asia Pub. House,1961
- 2). Dewey, Melvil. Dewey Decimal Classification Ed22. Ohio; OCLC, 2003

Paper V(BLIS05) – Knowledge Organization – II (Cataloguing Theory)

Unit – I

Library Catalogue – Definition – Need – Function – Physical – Inner Forms.

Unit – II

Subject Catalogue – Classified – Dictionary – Alphabetico Subject – Arrangement of Entries.

Unit –III

Subject Headings and Indexing: Tools and Methods – Sear’s List of Subject Headings – Library of Congress Subject Headings – Indexing – Chain Indexing – PRECIS – POPSI.

Unit – IV

Normative Principles – Canons – Laws and their implications – Salient features of CCC – AACR II.

Unit – V

Centralized and Co-operative Cataloguing: CIP – NPAC – MARC – Limited Catalogue – Descriptive Catalogue.

Books Recommended for Further Readings

- 1).Anglo American Cataloguing Rules. Rev.Ed2. New Delhi: Oxford,1988
- 2).Barbara M Westby, Ed. Sears List of Subject Headings. New York: H W Wilson, 1977.
- 3).Fritz, Deborah J. V. Cataloguing with AACR2 and US-MARC Records. Chicago:ACA, 1998.
- 4).Jennifer, E. Roweldy. Organization of Knowledge: An introduction to Information Retrieval. Alder Shot: Gower, 1987.

- 5).Maxwell, Robert and Maxwell, Margaret F. Maxwells Handbook of AACR2: Explaining and Illustrating the Anglo American Cataloguing Rules and the 1993 Amendments. Chicago: ACA, 1997
- 6).Kumar, P. S. G. Knowledge Organization, Information Processing and Retrieval Theory. Delhi: BR, 2003.
- 7).Ramalingam, M.S. Library Cataloguing and Classification Systems.Ed 5. Delhi: Kalpaz, 2000.
- 8).Ranganathan, S. R. Classified Catalogue Code Ed5. Madras: UBSPD, 1988.
- 9).Ranganathan, S. R. Colon Classification, 6th Ed. Bangalore: SRELS, 1960.
- 10).Ranganathan, S. R. Library Catalogue Fundamentals and Procedures.
Madras, MALA,1950
- 11).Girja Kumar and Krishan Kumar. Theory of Cataloguing. New Delhi; Vikas, 1982.
- 12).Krishan Kumar. Introduction to AACR 2.New Delhi; Vikas.
- 13).Krishan Kumar. Introduction to Cataloguing Practice. New Delhi; Vikas.

**Paper VI(BLIS06) – Knowledge Organization Practice – II
(Cataloguing)**

Cataloguing of books and periodicals using CCC (5th Ed.) , AACR II and Sear's list of Subject Headings.

Part- I Cataloguing of Documents using 5th Edition of CCC.

- Using CCC (Classified Catalogue Code 5th Ed) and making catalogue entries from various types of documents such as Personal Author(s), Editor(s), Collaborator(s), Pseudonym, Edition
- Corporate Author(s) – Whole Government, Organ of the Government
- Serial Publications.

Part – II Cataloguing of documents using 2nd Edition of AACR

Using AACR – II (Anglo American Cataloguing Rule 2nd Ed.) and making catalogue entries for titles involving Personal Author(s), Editor(s), Collaborator(s), Corporate author(s), and Periodicals

Books Recommended for Further Readings

- 1). Anglo American Cataloguing Rules. Rev.Ed2 . New Delhi: Oxford, 1988.
- 2). Ranganathan, S. R. Classified Catalogue Code. Ed.5. Madras: UBSPD, 1988
- 3). Barbara M Westby, Ed. Sears List of Subject Headings. New York: H W Wilson, 1977

Paper VII(BLIS07) – Information Sources and Services

Unit – I

Information Sources – Definition – Importance – Types – Documentary – Non Documentary – Primary, Secondary and Tertiary.

Unit – II

Study of various Sources – Dictionaries – Encyclopedias – Year Books – Directories – Almanacs – Handbooks – Bibliographies – Manuals – Biographical Sources – Geographical Sources.

Unit – III

Evaluation of Information Sources: Authority – Scope – Arrangement – Treatment.

Unit – IV

Information Services: Definition, Need, Purpose, Types – User Education – Reference Service – Ready Reference and Long Range Reference – Abstracting and Indexing Service- CAS – SDI – Bibliographical Service – Translation Service

Unit – V

Information System: Definition – Need – Types – National: NISSAT – NISCAIR – NASSDOC – DESIDOC – International: UNISIST – INIS – AGRIS – MEDLARS .

Books Recommended for Further Readings

- 1).Katz, W. A. Introduction to Reference Work. 2 V. London: Butterworth, 2000.
- 2).Krishan Kumar. Reference Service, Ed. 3. New Delhi: Vikas, 2003.
- 3).Kumar, P. S. G. Ed. Indian Encyclopedia of Library and Information Science. New Delhi: S. Chand & Co, 2001.
- 4).Sewa Singh. Handbook of International Sources of Reference and Information . New Delhi: Crest Publication, 2001.
- 5).Sharma, J.S. and Grover, D. R. Reference Service and Sources of

- Information. New Delhi: Ess Ess, 1998.
- 6).Subrarmanyam, K. Scientific and Technical Information Resources.
New
Delhi: Anmol, 2001.
- 7).Walford, A. J. Guide to Reference Materials. London: Library
Association, 1990. 3V.
- 8).Giraja Kumar & Krishan Kumar. Bibliography, Ed. 3.New Delhi; Vikas,
- 9).Ranganathan, S. R. Reference Service.Bombay; Asia Pub. House,
1961.
- 10). www.libraryspot.com
- 11). www.refdesk.com
- 12).www.infolibrarian.com
- 13]. Kaushik, P. Library Information Services and Systems. New
Delhi, Anmol Publications, 2006
- 14]. Foskett, D.J. Information Service in Libraries. New Delhi,
Anmol
Publications, 1994

Paper VIII(BLIS08) – Introduction to Information and Communication Technology (ICT)

Unit – I

Introduction to computers – Historical development of computers – Hardware – Server - Software – Operating Systems : WINDOWS , UNIX, MS- DOS.

Unit – II

Communication Technology – Meaning – Definition – Telecommunication – Communication Media – Twisted Pair – Co-axial Cable – Optical Fibre Cable – Ethernet – Modem – Satellite – Wireless – VSAT – Bandwidth – ISDN – Radio modem.

Unit – III

Networking: Concept – Topologies – Types – LAN, WAN, MAN – INDONET – NICNET - INFLIBNET, – DELNET – MALIBNET.

Unit – IV

Internet – Intranet – WWW – TCP/IP – IP – FTP - Browsers - Search Engines.

Unit – V

Digital Library: Concept – Definition – Objective – Scope – Nature of Collections – E-publishing.

Books Recommended for Further Readings

- 1).Alexis, Leon and Mathews Leon. Fundamentals of Information Technology. New Delhi: Vikas, 2004.
- 2).Laver, Murray. Introducing Computers, London, 2006.
- 3).Mohan, R.R, Information Technology Management. Jaipur: ABD, 2005.
- 4).Amjad Ali. Information Technology and Libraries. New Delhi: Ess Ess, 2004.
- 5).Alexis, Leon and Mathews Leon. Introduction to Information Systems, Chennai: Vijay Nicole, 2004.

- 6).Kumar, P. S. G, Information Technology: Applications (Theory and Practice). Delhi: BR, 2004.
- 7).Lancaster, F. W. Electronic Publishing and their Implications for Libraries and Beyond. London: Clive Bingley, 1990.
- 8).Lucy, A. Tedd. An Introduction to Computer Based Library System. Ed. 3. Chi Chester, Wiley, 2005.
- 9).Patnaik, Srikant. First text book on Information Technology. New Delhi:
Dhanpat Rai, 2001.
- 10).Ravichandra Rao, K. Library Automation. New Delhi:New Age International, 1996.
- 11).Zorkoczy,Peter.InformationTechnology:An Introduction. London. Pitman. 2005.
- 12).Agarwal . V. & Rajput. N. D. Information Networks in India. New Delhi; Rajet, 2002.
- 13).Mahapatra, P. K. Computer in Library Service. Calcutta; World Press, 1985.
- 14).Subramaniam, N. Fundamentals of Computers. New Delhi; TMH, 1990.
- 15).Venkataraman, P. IT Applications in Libraries. New Delhi; Ess Ess, 2004.
- 16).Rajaraman, V. Fundamentals of Computers. New Delhi; PHI, 1996.
- 17]. Sareen,N. Information and Communication Technology. New Delhi, Anmol Publications, 2005

Paper IX (BLIS09) – Library Automation

Unit – 1

Library Automation: Need – Purpose – Function – Importance.

Unit – II

Computer Applications: House Keeping Operations – Acquisition – Technical Processing – Periodical Control – Circulation – OPAC – Report of Library Statistics

Unit – III

Library Software and Applications: Modules - LIBSYS – SOUL - CDS/ISIS

Unit – IV

Library Hardware/Software Selection – Criteria – Planning and Designing of Library Automation

Unit – V

Data Base Management System (DBMS) – Fundamentals – Types – Database Architecture.

Books Recommended for Further Readings

- 1).Ravichandra Rao, K. Library Automation. New Delhi: New Age International, 1996.
- 2).Mahapatra, P.K. Computer in Library Service. Calcutta; World Press, 1985.
- 3).Venkataraman, P. IT Applications in Libraries. New Delhi; Ess Ess, 2004.
- 4).Rajaraman, V. Analysis and Design of Information Systems. Ed.2. New Delhi; Prentice-Hall of India, 2000.
- 5).Martin, J. Principles of Database Management. New Delhi; Prentice – Hall of India Ltd., 1977.
- 6).Date, C. J. Introduction to Database Systems. Chennai; Narosa Pub. House, 1989.

- 7).Pandey. S. K. Ed. Encyclopadia of Library Automation Systems and Networks. Vol.6. New Delhi; Anmol Pub. Ltd., 2002.
- 8).Kumar, A. Ed. Encyclopadia of Management of Computer Hardware. Vol.V. New Delhi; Anmol Pub. Ltd., 2000.
- 9).INFLIBNET. SOUL: User Manual. Ahmedabad; INFLIBNET Centre, 2000.
- 10).UNESCO. Mini-Micro CDS/ISIS. 3.08. : Reference Manual. Paris; Unesco, 2000.
- 11].Balakrishnan, S.et.al .Academic Library Automation. New Delhi, Anmol Publications, 2001

PERIYAR UNIVERSITY, SALEM – 11
Bachelor of Library & Information Science
(BLIS)
Model Question Papers
Effective from the Academic Year 2007-2008

Time: 3 Hours
Maximum:100 Marks

**Paper I (BLIS 01) FOUNDATIONS OF LIBRARY AND INFORMATION
SCIENCE**

Answer any FIVE questions.
All question carry equal marks.

1. “Library is an important social institution in several ways”.- Discuss.
2. Describe the historical account of library movement in India.
3. Explain the Salient features of Madras Public Library Act.
4. State the purpose of ‘Academic Library’ Discuss the functions of University Library
5. “Resource sharing provides means to improve library services”.- Explain
6. Give an account of the role of ILA in the development of libraries explaining the need for National Library Associations.
7. Explain the extension activities of public Libraries.
8. Explain a ‘Special Library’ in terms of its nature, objectives and functions.
9. Write short notes on any THREE of the following:
 - (a) State Central Library.
 - (b) Inter Library Loan.
 - (c) IFLA.
 - (d) Second Law of Library Science.
 - (e) Delivery of Books and News paper Act.

**Paper II (BLIS 02) MANAGEMENT OF LIBRARY AND INFORMATION
CENTRE**

Time: 3 Hours
Maximum: 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Define Management and discuss the various functions of Management.
2. Critically evaluate the application of scientific principles of management in Libraries.
3. Describe the procedures involved in the selection and training of library personnel.
4. Discuss the tools and methods of book selection.
5. Define –Budgeting. Explain the various budgetary techniques.
6. What are the factors to be considered while planning for a library building?
7. What is a periodical? How do you register Periodicals? Discuss the methods adapted in academic libraries.
8. “Annual report reflects the activities of a library” – Examine this statement.
9. Write short notes on any THREE of the following:
 - (a) Human Relations Theories.
 - (b) Stock Verification.
 - (c) Browne Charging System
 - (d) Decentralization
 - (e) Library Statistics

Paper III (BLIS03) KNOWLEDGE ORGANISATION – I (Classification Theory)

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Discuss the different modes of formation of subjects.
2. Define – classification. Explain the functions of library classification.
3. Explain the principles of helpful sequence with suitable examples.
4. Describe zone analysis with the help of Colon Classification.
5. What is facet analysis? Explain the principles of facet sequence.
6. Discuss the application of phase analysis in CC, DC and UDC.
7. Define-Notation. Explain the qualities of notation.
8. What are common isolates? Discuss their types and application.
9. Write short notes on any THREE of the following:
 - (a) Devices.
 - (b) Systems and special
 - (c) Fundamental Categories.
 - (d) UDC.
 - (e) Canons of verbal plane.

Paper IV (BLIS 04) Knowledge Organisation Practice (Classification)

Time:3 Hours
Maximum:100 Marks

Note: Read the instruction carefully before you begin to answer.

1. Two copies of question papers are given to you.
2. Use one copy as your main answer book. The second copy is to be taken while you leave the hall.
3. Write your roll number legibly in the space provided at the top of the answer book.
4. Write the CC and DDC numbers in each specific subject in the respective spaces marked for them.
5. The number of marks for each correct class number is given 50 marks for Group-A and 50 marks for Group –B.
6. Copy of DDC (22nd Ed) and CC (Rev.Ed.6) will be given to you for use and return.
7. If you use any additional answer book for rough work write your roll number on paper and add to the answer book.

GROUP – A (50 Marks)

I. Classify according to Dewey Decimal Classification.

1. Classify any ONE of the following: (1 X 1 =1)
 - (a) Local Governments.
 - (b) Meteorology.
 - (c) Civil Engineering.

2. Classify any THREE of the following: (3 X 2 = 6)

(a) Hindu Religion.

(b) Social Research Methods.

(c) Dental Anatomy.

(d) Industrialisation in 1980's

3. Classify any THREE of the following: (3 X 4 = 12)

(a) Text book of Consumer Behaviour.

(b) Education for Sociologists.

(c) International Statistical directory.

4. Classify any THREE of the following: (3 X 5=15)

(a) Family ethics among tribal.

(b) Investments in India.

(c) Criminal Procedure of Japan.

(d) The arrival of Halley's Comet.

5. Classify any TWO of the following: (2 X 8 =16)

(a) Circulatory organs of Snakes.

(b) Exchange rate of currencies between United States and India.

(c) Chinese Buddhist Bronzes.

GROUP – B (50 Marks)

II Classify according to Colon Classification.

6. Classify any ONE of the following: (1 X1=1)

(a) Land Tax.

(b) Arithmetic.

(c) Lunar Theory.

7. Classify any THREE of the following: (3X2=6)

(a) Tamil Drama.

(b) Mineral Resources in India.

(c) Genetics of Mammals.

(d) Rural Development Journal.

8. Classify any THREE of the following: (3X4=12)
- (a) Buddhist Sculpture.
 - (b) Atmosphere of Mass.

 - (c) Rural Women in Tamil Nadu.

 - (d) History of British Empire in India.
9. Classify any THREE of the following: (3X5=15)
- (a) Shakespeare's Hamlet (born on 1565)

 - (b) Management of manuscripts in National Libraries.

 - (c) Wave mechanics of Gases.

 - (d) Property right in Muslim Law.
10. Classify any TWO of the following: (2 X8=16)
- (a) Indian Journal of Automobile Engineering (First start in 1965).

 - (b) Report of the public library system in West Bengal.

 - [c] Preventive measures for fungus pests of wheat.

Paper V (BLIS 05) Knowledge Organisation (Cataloguing Theory)

Time: 3 Hours
Maximum : 100 Marks.

Answer any FIVE questions.
All questions carry equal marks.

1. What from of catalogue is suitable for a University Library? – Justify your answer.
2. Discuss the need for subject entries in a catalogue and explain Sears list of subject heading as a tool for deriving subject heading.
3. Write an essay on Machine Readable Catalogue (MARC).
4. Describe the main features of Centralised Catalogue?
5. What is Indexing? Bring out the features and structure of PRECIS.
6. Discuss the choice and rendering of heading for corporate bodies according to CCC & AACR 2.
7. What is meant by limited catalogue? Examine it's implication in University Libraries.
8. Name the various canons of Cataloguing and explain in detail the "Canon of Recall Value".
9. Write short notes on any THREE of the following:
 - (i) Pre-co-ordinating indexing.
 - (ii) Classified Catalogue vs. Dictionary Catalogue.
 - (iii) Chain procedure.
 - (iv) Pseudonymous works.
 - (v) Mixed authorship.

Paper VI (BLIS 06) Knowledge Organisation Practice – II (Cataloguing)

Time: 3 Hours
Maximum : 100 Marks

Note:

1. For the publications with the title pages 1-3 given in the succeeding pages, write all the entries as per the classified catalogue.
2. For publications with the title pages 4 – 6, write all the entries as per the dictionary catalogue.
3. The classified catalogue entries should be made in accordance with the CCC by S.R.Ranganathan, ED.5, 1964.
4. The dictionary catalogue entries should be made in accordance with AACR-2 supplemented by the Sear's List of Subject Headings. Unit Card method should be followed.
5. As far as possible, all the entries for a book may be written consecutively.
6. Copies of Colon Classification (Ed.6) and Sear's List of Subject Headings will be made available for use and return.
7. Each question carries 16 marks.
8. Four marks are kept for neatness.

TITLE PAGE - 1

THEORY OF MONEY

W.T.NEWLYN

And

R.P.BOOTLE

Third Edition
Clarendon Press
Oxford
1978

Call No. : X61 N78

Acc. No. : 56212

TITLE PAGE - 2

A CONNECTICUT YANKEE IN KING ARTHUR'S COURT

by

MARK TWAIN

Illustrated by

WARREN RELLER

Heritage Press

New York

Call No. : 0 111, 3 M 35, 9 M 89

Acc. No. : 13451

Other information:

Real name of the author is Samuel Langhorne Clemens.
This information was found in reference sources.

TITLE PAGE - 3

JOURNAL OF ALGEBRA
Vol.112 Issue No.2 Feb.2000

Published monthly by

Academic Press, Inc.

London

Call NO. : B 2 m 56, M89 Size : 27 cms.

Other information :

The journal was started in 1989 and completes so far except volumes 98 and 99 and is continuing its subscription. Give your own accession and book numbers.

TITLE PAGE - 4

CHEMISTRY : EXPERIMENTS AND PRINCIPLES

PAUL R. O'CONNOR

JOSEPH E. DAVIS
EDWARD L. HAENISCH

ALMC CLELLAM MACNAB

Oxford and IBH Publishing Company
Bombay Calcutta New Delhi

Call No. : 540.72 N70

Acc.No. : 99052

Pages : IX, 447

Size : 25 cms.

Published in 1970

The book contains illustrations.

Series : Text Book Series in Chemistry, No.12.

TITLE PAGE - 5

QUALITY IN LIBRARIES

Seminar Papers
Thirty – Second All India Library Conference
S.K. University, Anantapur
January 3-6, 1987

Edited by
C.P.VASHISHTH

Indian Library Association
Delhi

Call No.: 020 N87
Acc.No.: 461251

Pages : XIII, 407

Size :24 cms.

Published in 1987

TITLE PAGE - 6

INTRODUCTION TO MODERN BIO-CHEMISTRY

By
P.KARLSON
RICHARD D.KNUDTEN
Translated by
CHARLESS H.DOERING

Academic Press

NEW YORK

LONDON

Call No.: 574.192 N75
Acc.No.: 173121
Pages : XIII, 545
Size : 24.2x17.3 cms.

Copy right 1975
ISBN 0-12-399764-X

Paper VII (BLIS 07) Information Sources and Services

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Define – “Information Source” and discuss the importance of various forms of information sources in rendering effective information service.
2. Explain the different types of reference sources with suitable examples.
3. Examine the role of secondary sources of information in rendering reference service.
4. Why should a reference book be evaluated? Elaborate the check points involves in evaluating a reference book.
5. Discuss the importance of national bibliography. Explain INB and its utility.
6. Discuss the role and functions of NISSCAIR.
7. Define Reference Service. Explain the features of Long Range Reference Service.
8. Describe the role of AGRIS in promoting agricultural research.
9. Write short notes on any THREE of the following:
 - (a) DESIDOC
 - (b) SDI
 - (c) Thesaurus.
 - (d) Tertiary sources.
 - (e) Bibliographical Service.

Paper – 8 (BLIS 08) Introduction to Information and Communication Technology

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Write an essay on the Genesis of Computer.
2. Explain the various Input and Output Devices?
3. Define communications and discuss the various tele-communication devices.
4. Define Operating System. Explain about WINDOWS with few commands.
5. What is network? How the networks are useful in Library and Information Service?
6. Write an essay on Digital Library and Information Services?
7. What is Local Network? Explain the features of LAN topologies.
8. Write the role and functions of INFLIBNET.
9. Write short notes on any THREE of the following:
 - (a) DELNET
 - (b) MS-DOS
 - (c) TCP/IP
 - (d) Wide Area Network (WAN)
 - (e) Internet

Paper IX (BLIS 09) Library Automation

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. What is Library Automation? Enumerate briefly about the need and purposes.
2. Write about the acquisition control in an academic library.
3. Write an essay on OPAC.
4. Trace the history of CDS/ISIS.
5. How do you plan and design automation for an University Library
6. How do you select a Library Software? Discuss the different criterias.
7. Discuss the database architecture.
8. Explain DBMS and its types.
9. Write short notes on any three of the following
 - (a) Libsys
 - (b) Periodical Control
 - (c) Library Statistics
 - (d) CPU
 - (e) Automatic Classification

PERIYAR UNIVERSITY, SALEM – 11
Bachelor of Library & Information Science
(BLIS)
Model Question Papers
Effective from the Academic Year 2007-2008

Time: 3 Hours
Maximum:100 Marks

**Paper I (BLIS 01) FOUNDATIONS OF LIBRARY AND INFORMATION
SCIENCE**

Answer any FIVE questions.
All question carry equal marks.

1. “Library is an important social institution in several ways”.- Discuss.
2. Describe the historical account of library movement in India.
3. Explain the Salient features of Madras Public Library Act.
4. State the purpose of ‘Academic Library’ Discuss the functions of University Library
5. “Resource sharing provides means to improve library services”.- Explain
6. Give an account of the role of ILA in the development of libraries explaining the need for National Library Associations.
7. Explain the extension activities of public Libraries.
8. Explain a ‘Special Library’ in terms of its nature, objectives and functions.
9. Write short notes on any THREE of the following:
 - (a) State Central Library.
 - (b) Inter Library Loan.
 - (c) IFLA.
 - (d) Second Law of Library Science.
 - (e) Delivery of Books and News paper Act.

**Paper II (BLIS 02) MANAGEMENT OF LIBRARY AND INFORMATION
CENTRE**

Time: 3 Hours
Maximum: 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Define Management and discuss the various functions of Management.
2. Critically evaluate the application of scientific principles of management in Libraries.
3. Describe the procedures involved in the selection and training of library personnel.
4. Discuss the tools and methods of book selection.
5. Define –Budgeting. Explain the various budgetary techniques.
6. What are the factors to be considered while planning for a library building?
7. What is a periodical? How do you register Periodicals? Discuss the methods adapted in academic libraries.
8. “Annual report reflects the activities of a library” – Examine this statement.
9. Write short notes on any THREE of the following:
 - (a) Human Relations Theories.
 - (b) Stock Verification.
 - (c) Browne Charging System
 - (d) Decentralization
 - (e) Library Statistics

Paper III (BLIS03) KNOWLEDGE ORGANISATION – I (Classification Theory)

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Discuss the different modes of formation of subjects.
2. Define – classification. Explain the functions of library classification.
3. Explain the principles of helpful sequence with suitable examples.
4. Describe zone analysis with the help of Colon Classification.
5. What is facet analysis? Explain the principles of facet sequence.
6. Discuss the application of phase analysis in CC, DC and UDC.
7. Define-Notation. Explain the qualities of notation.
8. What are common isolates? Discuss their types and application.
9. Write short notes on any THREE of the following:
 - (a) Devices.
 - (b) Systems and special
 - (c) Fundamental Categories.
 - (d) UDC.
 - (e) Canons of verbal plane.

Paper IV (BLIS 04) Knowledge Organisation Practice (Classification)

Time:3 Hours
Maximum:100 Marks

Note: Read the instruction carefully before you begin to answer.

1. Two copies of question papers are given to you.
2. Use one copy as your main answer book. The second copy is to be taken while you leave the hall.
3. Write your roll number legibly in the space provided at the top of the answer book.
4. Write the CC and DDC numbers in each specific subject in the respective spaces marked for them.
5. The number of marks for each correct class number is given 50 marks for Group-A and 50 marks for Group –B.
6. Copy of DDC (22nd Ed) and CC (Rev.Ed.6) will be given to you for use and return.
7. If you use any additional answer book for rough work write your roll number on paper and add to the answer book.

GROUP – A (50 Marks)

I. Classify according to Dewey Decimal Classification.

1. Classify any ONE of the following: (1 X 1 =1)
 - (a) Local Governments.
 - (b) Meteorology.
 - (c) Civil Engineering.

2. Classify any THREE of the following: (3 X 2 = 6)

(a) Hindu Religion.

(b) Social Research Methods.

(c) Dental Anatomy.

(d) Industrialisation in 1980's

3. Classify any THREE of the following: (3 X 4 = 12)

(a) Text book of Consumer Behaviour.

(b) Education for Sociologists.

(c) International Statistical directory.

4. Classify any THREE of the following: (3 X 5=15)

(a) Family ethics among tribal.

(b) Investments in India.

(c) Criminal Procedure of Japan.

(d) The arrival of Halley's Comet.

5. Classify any TWO of the following: (2 X 8 =16)

(a) Circulatory organs of Snakes.

(b) Exchange rate of currencies between United States and India.

(c) Chinese Buddhist Bronzes.

GROUP – B (50 Marks)

II Classify according to Colon Classification.

6. Classify any ONE of the following: (1 X1=1)

(a) Land Tax.

(b) Arithmetic.

(c) Lunar Theory.

7. Classify any THREE of the following: (3X2=6)

(a) Tamil Drama.

(b) Mineral Resources in India.

(c) Genetics of Mammals.

(d) Rural Development Journal.

8. Classify any THREE of the following: (3X4=12)
- (a) Buddhist Sculpture.
 - (b) Atmosphere of Mass.

 - (c) Rural Women in Tamil Nadu.

 - (d) History of British Empire in India.
9. Classify any THREE of the following: (3X5=15)
- (a) Shakespeare's Hamlet (born on 1565)

 - (b) Management of manuscripts in National Libraries.

 - (c) Wave mechanics of Gases.

 - (d) Property right in Muslim Law.
10. Classify any TWO of the following: (2 X8=16)
- (a) Indian Journal of Automobile Engineering (First start in 1965).

 - (b) Report of the public library system in West Bengal.

 - [c] Preventive measures for fungus pests of wheat.

Paper V (BLIS 05) Knowledge Organisation (Cataloguing Theory)

Time: 3 Hours
Maximum : 100 Marks.

Answer any FIVE questions.
All questions carry equal marks.

1. What from of catalogue is suitable for a University Library? – Justify your answer.
2. Discuss the need for subject entries in a catalogue and explain Sears list of subject heading as a tool for deriving subject heading.
3. Write an essay on Machine Readable Catalogue (MARC).
4. Describe the main features of Centralised Catalogue?
5. What is Indexing? Bring out the features and structure of PRECIS.
6. Discuss the choice and rendering of heading for corporate bodies according to CCC & AACR 2.
7. What is meant by limited catalogue? Examine it's implication in University Libraries.
8. Name the various canons of Cataloguing and explain in detail the "Canon of Recall Value".
9. Write short notes on any THREE of the following:
 - (i) Pre-co-ordinating indexing.
 - (ii) Classified Catalogue vs. Dictionary Catalogue.
 - (iii) Chain procedure.
 - (iv) Pseudonymous works.
 - (v) Mixed authorship.

Paper VI (BLIS 06) Knowledge Organisation Practice – II (Cataloguing)

Time: 3 Hours
Maximum : 100 Marks

Note:

1. For the publications with the title pages 1-3 given in the succeeding pages, write all the entries as per the classified catalogue.
2. For publications with the title pages 4 – 6, write all the entries as per the dictionary catalogue.
3. The classified catalogue entries should be made in accordance with the CCC by S.R.Ranganathan, ED.5, 1964.
4. The dictionary catalogue entries should be made in accordance with AACR-2 supplemented by the Sear's List of Subject Headings. Unit Card method should be followed.
5. As far as possible, all the entries for a book may be written consecutively.
6. Copies of Colon Classification (Ed.6) and Sear's List of Subject Headings will be made available for use and return.
7. Each question carries 16 marks.
8. Four marks are kept for neatness.

TITLE PAGE - 1

THEORY OF MONEY

W.T.NEWLYN

And

R.P.BOOTLE

Third Edition
Clarendon Press
Oxford
1978

Call No. : X61 N78

Acc. No. : 56212

TITLE PAGE - 2

A CONNECTICUT YANKEE IN KING ARTHUR'S COURT

by

MARK TWAIN

Illustrated by

WARREN RELLER

Heritage Press

New York

Call No. : 0 111, 3 M 35, 9 M 89

Acc. No. : 13451

Other information:

Real name of the author is Samuel Langhorne Clemens.
This information was found in reference sources.

TITLE PAGE - 3

JOURNAL OF ALGEBRA
Vol.112 Issue No.2 Feb.2000

Published monthly by

Academic Press, Inc.

London

Call NO. : B 2 m 56, M89 Size : 27 cms.

Other information :

The journal was started in 1989 and completes so far except volumes 98 and 99 and is continuing its subscription. Give your own accession and book numbers.

TITLE PAGE - 4

CHEMISTRY : EXPERIMENTS AND PRINCIPLES

PAUL R. O'CONNOR

JOSEPH E. DAVIS
EDWARD L. HAENISCH

ALMC CLELLAM MACNAB

Oxford and IBH Publishing Company
Bombay Calcutta New Delhi

Call No. : 540.72 N70

Acc.No. : 99052

Pages : IX, 447

Size : 25 cms.

Published in 1970

The book contains illustrations.

Series : Text Book Series in Chemistry, No.12.

TITLE PAGE - 5

QUALITY IN LIBRARIES

Seminar Papers
Thirty – Second All India Library Conference
S.K. University, Anantapur
January 3-6, 1987

Edited by
C.P.VASHISHTH

Indian Library Association
Delhi

Call No.: 020 N87
Acc.No.: 461251

Pages : XIII, 407

Size :24 cms.

Published in 1987

TITLE PAGE - 6

INTRODUCTION TO MODERN BIO-CHEMISTRY

By
P.KARLSON
RICHARD D.KNUDTEN
Translated by
CHARLESS H.DOERING

Academic Press

NEW YORK

LONDON

Call No.: 574.192 N75
Acc.No.: 173121
Pages : XIII, 545
Size : 24.2x17.3 cms.

Copy right 1975
ISBN 0-12-399764-X

Paper VII (BLIS 07) Information Sources and Services

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Define – “Information Source” and discuss the importance of various forms of information sources in rendering effective information service.
2. Explain the different types of reference sources with suitable examples.
3. Examine the role of secondary sources of information in rendering reference service.
4. Why should a reference book be evaluated? Elaborate the check points involves in evaluating a reference book.
5. Discuss the importance of national bibliography. Explain INB and its utility.
6. Discuss the role and functions of NISSCAIR.
7. Define Reference Service. Explain the features of Long Range Reference Service.
8. Describe the role of AGRIS in promoting agricultural research.
9. Write short notes on any THREE of the following:
 - (a) DESIDOC
 - (b) SDI
 - (c) Thesaurus.
 - (d) Tertiary sources.
 - (e) Bibliographical Service.

Paper – 8 (BLIS 08) Introduction to Information and Communication Technology

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. Write an essay on the Genesis of Computer.
2. Explain the various Input and Output Devices?
3. Define communications and discuss the various tele-communication devices.
4. Define Operating System. Explain about WINDOWS with few commands.
5. What is network? How the networks are useful in Library and Information Service?
6. Write an essay on Digital Library and Information Services?
7. What is Local Network? Explain the features of LAN topologies.
8. Write the role and functions of INFLIBNET.
9. Write short notes on any THREE of the following:
 - (a) DELNET
 - (b) MS-DOS
 - (c) TCP/IP
 - (d) Wide Area Network (WAN)
 - (e) Internet

Paper IX (BLIS 09) Library Automation

Time: 3 Hours
Maximum : 100 Marks

Answer any FIVE questions.
All questions carry equal marks.

1. What is Library Automation? Enumerate briefly about the need and purposes.
2. Write about the acquisition control in an academic library.
3. Write an essay on OPAC.
4. Trace the history of CDS/ISIS.
5. How do you plan and design automation for an University Library
6. How do you select a Library Software? Discuss the different criterias.
7. Discuss the database architecture.
8. Explain DBMS and its types.
9. Write short notes on any three of the following
 - (a) Libsys
 - (b) Periodical Control
 - (c) Library Statistics
 - (d) CPU
 - (e) Automatic Classification