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:

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

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

Unit – IV

Unit – V

Books Recommended for Further Readings
9). Surendra Singh and Sonal Singh. Ed. Library, Information and Service
10). Venkatappaiah, V. Indian Library Legislation. 2\textsuperscript{nd} Vol. New Delhi: Daya,
1990.
12). Dhiman, Anil K. and Sinha, Suresh C. Academic Libraries. New Delhi,
15). Dilli, K. T. Basics of Library & Information Science New Delhi; Vikas,
1998.
21). Johnston Donald, F. Copyright Hand Book. London; R.R. Bowker


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

Unit – I


Unit – II


Unit – III


Unit – IV

Unit – V


Books Recommended for Further Readings


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

Unit – I

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

Unit – III

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


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


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

Unit – I

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

Unit – III

Unit – IV

Unit – V

Books Recommended for Further Readings
13). Krishan Kumar. Introduction to Cataloguing Practice. New Delhi; Vikas.
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**

Paper VII(BLIS07) – Information Sources and Services

Unit – I

Unit – II

Unit – III
Evaluation of Information Sources: Authority – Scope – Arrangement - Treatment.

Unit – IV

Unit – V

Books Recommended for Further Readings
5). Sharma, J.S. and Grover, D. R. Reference Service and Sources of


10). www.libraryspot.com

11). www.refdesk.com

12). www.infolibrarian.com


Unit – I

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

Unit – II


Unit – III


Unit – IV


Unit – V


Books Recommended for Further Readings


17]. Sareen, N. Information and Communication Technology. New Delhi, Anmol Publications, 2005
Paper IX (BLIS09) – Library Automation

Unit – 1

Unit – II

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

Books Recommended for Further Readings


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 Newspaper 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
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.
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:  

   (a) Local Governments.  
   (b) Meteorology.  
   (c) Civil Engineering.
2. Classify any THREE of the following: (3 \times 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 \times 4 = 12)
   
   (a) Text book of Consumer Behaviour.
   
   (b) Education for Sociologists.
   
   (c) International Statistical directory.

4. Classify any THREE of the following: (3 \times 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:  
(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:  
(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:  
(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 form 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.


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.


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.
   (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.
THEORY OF MONEY

W.T. NEWLYN
And
R.P. BOOTLE

Third Edition
Clarendon Press
Oxford
1978

Call No.: X61 N78
Acc. No.: 56212

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.
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.

The book contains illustrations.
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

INTRODUCTION TO MODERN BIO-CHEMISTRY

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

Academic Press

Call No.: 574.192 N75
Acc.No.: 173121
Pages : XIII, 545
Size : 24.2x17.3 cms.
Copy right 1975
ISBN 0-12-399764-X
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.


5. Discuss the importance of national bibliography. Explain INB and its utility.

6. Discuss the role and functions of NISSCAIR.


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

Answer any FIVE questions.
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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
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Paper IV (BLIS 04) Knowledge Organisation Practice (Classification)

Time: 3 Hours
Maximum: 100 Marks

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

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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.
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I. Classify according to Dewey Decimal Classification.

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

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GROUP – B (50 Marks)

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

Time: 3 Hours
Maximum : 100 Marks.

Answer any FIVE questions.
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2. Discuss the need for subject entries in a catalogue and explain Sears list of subject heading as a tool for deriving subject heading.
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:
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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
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