



## 1.1.3

### List of Employability/ Entrepreneurship/ Skill Development Courses with Course Contents

Colour Codes		
Name of the Subjects	Yellow	
Employability Contents	Green	
Entrepreneurship Contents	Light Blue	
Skill Development Contents	Pink	



**List of Courses Focus on Employability/ Entrepreneurship/  
Skill Development**

**Department : Library and Information Science**

**Programme Name : B.Lib.I.Sc**

**Academic Year : 2023-24**

**List of Courses Focus on Employability/ Entrepreneurship/Skill Development**

Sr. No.	Course Code	Name of the Course
01.	LIUBLT4	Basics of Information and Communication Technology(Practice)



GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)  
(A Central University)  
**BACHELOR OF LIBRARY AND INFORMATION SCIENCES**  
**ONE YEAR (TWO SEMESTERS) GRADUATE DEGREE PROGRAM**  
**CBCS BASED PROGRAMME**  
Scheme of Examination w.e.f. Session: 2023-2024 Onwards

PROGRAM OUTCOMES

The programme learning outcomes relating to Bachelor's degree in Library and Information Science include the following:

- (a) Demonstrate in depth knowledge of the basic concepts, principles, theories and laws related with the broad field of Library and Information Science and its sub-fields such as types of libraries, types of information sources, library management, reference and information services.
- (b) Demonstrate understanding of rationality and procedures of (i) selection, acquisition, classification, cataloguing and physical processing of documents; (ii) using Information and Communication Technologies in Libraries and Information Centers;
- (c) Demonstrate knowledge, understanding and skills that offer job opportunities as librarians in public libraries and school libraries; as assistant librarians in different types of college libraries, as library assistants / technical assistants in university libraries and other libraries of higher education institutes, as librarians and/or assistant librarians in corporate and industrial libraries, libraries of research institutes, etc.
- (d) Ability to classify simple, compound, and complex documents using standard classification schemes; capability to catalogue all types of documents using standard catalogue codes
- (e) Capable of self-paced and self-directed learning aimed at personal development.
- (f) To train and expose to research problems through Internship -Project work / Field Work / Survey Report / Literature Survey.
- (g) To make students fully aware of various sources of Information.
- (h) To familiarizes students with the role of library and information society.
- (i) Students will develop the professional competencies for LIS and related field.



First Semester					
Courses Code	Title	Credits (L:T:P)	MARKS DISTRIBUTION		
			Continuous Evaluation	Semester End Examination	Total Marks
LIUATT1	Core Courses (CC) Foundation of Library and Informationscience	3:1:0	30	70	100
LIUATT2	Knowledge Organization - Classification (Theory)	3:1:0	30	70	100
LIUATT3	Knowledge Organization – Cataloguing (Theory)	3:1:0	30	70	100
LIUATT4	Basics of Information and Communication Technology(Theory)	3:1:0	30	70	100
LIUATT5	Information Sources, Systems and Services(Theory)	3:1:0	30	70	100
LIUATG1 LIUATG2 LIUATG3	Generic Elective (GE)*/** Statistics for Librarianship Digital Library: Fundamentals Collection Development	3:1:0	30	70	100
TOTAL		24	180	420	600
Second Semester					
LIUBTT1	Core Courses (CC) Library Management (Theory)	3:1:0	30	70	100
LIUBLT2	Knowledge Organization - Classification (Practice)	0:1:3	30	70	100
LIUBLT3	Knowledge Organization – Cataloguing (Practice)	0:1:3	30	70	100
LIUBLT4	Basics of Information and Communication Technology (Practice)	0:1:3	30	70	100
LIUBLA1	Ability Enhancement Compulsory Course (AECC)** # Soft Skill	0:1:1	30	70	100
LIUBLL1	Skill Enhancement Course (SEC) # Information Sources and Services (practice)	0:1:1	30	70	100
LIUBPD1	Discipline Specific Elective (DSE)** Internship Based-Project Work/ Field work/ Survey Report/ Literature Survey	4	30	70	100
TOTAL		24	210	490	700

Note: \*Any One

\*\* Student may opt any one MOOC Course (current/upcoming) available at SWAYAM and notified by the department.

# Value added Courses

Note: Practical and Viva-voce will be conducted by internal examiners.





## LIUBLT4

### Basics of Information and Communication Technology(Ppractice)

TM100 (InternalAssessment30+ Theory70)(Credit-04)

#### Objectives:

To get the basic practical knowledge about the Information and Communication Technology and its implication in the Library fields.

#### Learning Outcomes:

After study in this paper, students shall be able to:

1. Create, edit and manage files using Word Processing, Spread Sheet and Power Point Presentation software
2. Carry out library housekeeping operations using library management software
3. Generate different types of report using library management software
4. Search information from internet and databases adopting suitable search strategies
5. Get to know about bibliographic information

**Unit1:Computer Hardware: Computer Structure, Input and Output Devices, Memory Devices and their use, Use of Operating System; Application Software: Use of Word Processing Software, Spread Sheet Management Software and PowerPoint Presentation Software,**

**Unit2: IntegratedLibraryManagementSoftware, Definition, Modules, Open Source ILMS- KOHA, its features and functions.**

**Unit3:Searching and Retrieval: Search Strategy and Techniques, Keyword Search, Phrase Search, Boolean Search, Proximity Search, Field Search, Use of different search filters**

**Unit4:Searching Information from Internet using Different Search Engines; Searching Web OPAC, WorldCat, IndCat, Sodhganga, National Digital Library (NDL), Directory of Open Access Journals (DOAJ), Directory of Open Access Books (DOAB), Google Scholar**

#### Reading list:



- 
1. Brown, Christopher & Bell, Suzanne (2018). *Librarian's guide to online searching: cultivating database skills for research and instruction*. 5<sup>th</sup> ed. London: Libraries Unlimited
  2. Clayton, Marlene (2018). *Managing library automation*. 2<sup>nd</sup> ed. London: Routledge.
  3. Markey, Karen (2019). *Online searching: A guide to finding quality information efficiently and effectively*. 2<sup>nd</sup> ed. Lanham, Maryland: Rowman & Littlefield Publishers.
  4. Marmel, Elaine (2015). *Office 2016 Simplified*. Hoboken. New Jersey: John Wiley & Sons.
  5. Mishra, Vinod Kumar (2016). *Basics of library automation, Koha library management software and data migration: Challenges with case studies*. New Delhi: Ess Ess Publications.



**List of Courses Focus on Employability/ Entrepreneurship/  
Skill Development**

**Department : Library and Information Sciecne**

**Programme Name : M.Lib.I.Sc**

**Academic Year : 2023-24**

**List of Courses Focus on Employability/ Entrepreneurship/Skill Development**

Sr. No.	Course Code	Name of the Course
01.	LIPBLL1	Content Development and management



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(A Central University)

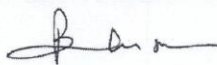
**MASTER OF LIBRARY AND INFORMATION SCIENCES**  
**ONE YEAR (TWO SEMESTERS) POST GRADUATE DEGREE PROGRAM**  
**CBCS BASED PROGRAMME**

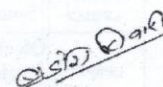
Scheme of Examination w.e.f. Session: 2023-2024 Onwards

**PROGRAM OUTCOMES**

The programme learning outcomes relating to Master's degree in Library and Information Science include the following:

- To Provide the students basic knowledge of the applications of the information technology and quantitative techniques including statistical methods.
- Demonstrate in depth knowledge of the basic concepts, principles, theories and laws related with the broad field of Library and Information Science and its sub-fields such as Knowledge Society, Information Storage and Retrieval System, library management, Information Source, System and Programmes, Research Methods and Statistical Techniques, Information Analysis, Repackaging and Consolidation.
- Apply skills in carrying out professional activities such as (i) Technical writing (ii) housekeeping operations using library management software and Information and Communication Technologies; (iii) Repackaging and consolidation (iv) user studies. (V) Internet and database searching.
- To give the students an understanding of application of modern management ideas and techniques.
- Would develop his/her research aptitude and skills in the field of Library and Information Science.
- Develop capacity to apply core ethical principles in professional and everyday practice.
- Ability to seek job opportunities as library professionals capable of self-paced and self-directed learning aimed at personal and professional development for improving knowledge and skills and for re-skilling through continuing educational opportunities.
- To train and expose to research problems through project works / Dissertation / Group Seminar
- the learner will be able to use Library Automation and Open Source Softwares and design Library Web Page independently.
- find placement in Public, Academic, Corporate and Special Libraries in India and Abroad.

  
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First Semester					
Courses	Title	Credits (L:T:P)	MARKS DISTRIBUTION		
			Continuous Evaluation	Semester End Examination	Total Marks
LIPATT1	Core Courses (CC) Knowledge Society	3:1:0	30	70	100
LIPATT2	Knowledge Organization and Retrieval(Theory)	3:1:0	30	70	100
LIPATT3	Information Communication Technology for Libraries(Theory)	3:1:0	30	70	100
LIPALT4	Knowledge Organization and Retrieval(Practice)	0:1:3	30	70	100
LIPALT5	Library Use and User Studies (Practice)	0:2:2	30	70	100
LIPATG1 LIPATG2 LIPATG3	Generic Elective(GE)*/** Webometrics, Informatics & Scientometrics Preservation and Conservation of Library Materials Media and Information Literacy	3:1:0	30	70	100
TOTAL		24	180	420	600
Second Semester					
LIPBTT1	Core Courses(CC) Information Sources, Systems and Programmes	3:1:0	30	70	100
LIPBTT2	Management of Libraries and Information Centers / institutions	3:1:0	30	70	100
LIPBTT3	Research Methods and Statistical Techniques	3:1:0	30	70	100
LIPBLT3	Information Communication Technology for Libraries (Practice)	0:1:3	30	70	100
LIPBLA1	Ability Enhancement Compulsory Course (AECC)# Information Analysis, Repackaging and Consolidation	0:1:1	30	70	100
LIPBLL1 LIPBLL2	Skill Enhancement Course (SEC)*# Content Development and management Sources of Indian Knowledge System	0:1:1	30	70	100
LIPBPF1	Discipline Specific Elective (DSE)** Project work/ Dissertation/ Group Seminar				
TOTAL		4 24	30 210	70 490	100 700

Note:\* Anyone

\*\*Student may opt anyone MOOC Course (current/upcoming) available at SWAYAM and notified by the department.

# Value Added Course

Note: Practical and Viva-voce will be conducted by internal examiner



Skill Enhancement Course –SEC1

LIPBLL1

Content Development and management  
TM100(InternalAssessment30+Practice70)(Credit2)

Objectives:

To understand the Structure and Functions of Technical Communication, Content Analysis, Content Developments.

Learning Outcomes :

After studying this paper, students shall be able to:

- To know the technicalities of technical writing and technical communication,
- Get to know the process of content development techniques and strategies through software.

Unit1: Structure and Functions of Technical Communication

- Structure: Definition, Purpose, Characteristics and Functions
- Collection, Organization and Presentation of Data including Illustration
- Characteristic Features of Technical Writing
- Linguistic as medium of Expression of Thought

Unit2: Content Analysis

- Concept and Scope
- Technical Quantitative and Qualitative
- Content Analysis-Applications (generation of Information Services and products)

Unit3: Content Developments

- Content Development: Context setting, Norms and Guidelines
- Content Development software: JOMALA, DRUPA etc.
- Abstract Development, Citation styles

अ.स.वि. कोनी



**List of Courses Focus on Employability/ Entrepreneurship/  
Skill Development**

**Department : Library and Information Sciece**

**Programme Name : Pre-PhD Course work**

**Academic Year : 2023-24**

**List of Courses Focus on Employability/ Entrepreneurship/Skill Development**

Sr. No.	Course Code	Name of the Course
01.	LIDAPF1	Review of Literature and Seminar

**Scheme and Syllabus**





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Pre Ph D Course Work in Library and Information Science

One Semester (06Months)

CBCS BASED PROGRAMME

Scheme of Examination w.e.f. Session: 2023-2024 Onwards

Paper	Title	Credits	Total Marks	Pass Marks*
LIDATT1	Research Methodology and Computer Applications	04	100	40
LIDATP1	Areas of Advanced Studies (Elective)	04	100	40
LIDATP2	(a) Contemporary Practices in Library and Information Science			
LIDATP3	(b) Information and Knowledge Society (c) Information Literacy Applications			
LIDAPF1	Review of Literature and Seminar	04	100	50
Grand Total		12	300	130

\*Minimum passing marks shall be 55% in aggregate

*(Signature)*

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*(Signature)*

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Bilaspur (C.G.)





Paper III

Review of Literature and Seminar

4 Credits(100Marks\*)

This is a non-lecture based paper

This paper is related to major area so free searching the field of library and information science. Every research scholar has to prepare and submit one report writing on reflection of the research area related to the topics given below or as suggested by the DRC of approximately 5000 words, There port writing will be evaluated by the RAC / DRC-

- Library Automation
- Digital Libraries
- Human Resource Development
- Library Consortium
- Web Based Library Services
- Information Analysis, Consolidation and Repackaging
- Information Marketing
- Information Sources
- Information Services
- Collection Development
- Bibliometrics
- Preservation and Conservation Library Materials
- Library networking
- Resources Sharing
- Institutional Repository
- Open source Library Software
- Metadata
- Common Gateway Interface
- Information Retrieval in Libraries
- Digitization etc...

\*Evaluation Criteria and Distribution of marks:

(a) Concept Note including the formulation of objectives and hypothesis-	30
(b) Review of Literature-	30
(c) Justification of scope-	10
(d) Presentation skill including ability to answer the questions-	20
(e) Resources used-	10

Total= 100

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