

**Mohan Lal Sukhadia University, Udaipur**  
**Syllabus for Screening Test for the post of**  
**ASSISTANT PROFESSOR IN LIBRARY SCIENCE**

**Unit – I :**

Knowledge, Definition, Growth, Types and Value. Information, Characteristics, Nature and use. Conceptual difference between Data, Information and Knowledge. Information Society – Genesis, Characteristics and Social and economic applications. Information as a Resource commodity. Information Transfer Cycle – Generation, Collection, Storage and Dissemination. Communication – Channels, Models and Barriers. Intellectual Property Rights – Concepts, Copyright, Censorship – Print and Not Print Media. Library and Information Policy at National Level.

**Unit – II :**

Laws of Library Science, Library Resource Sharing and Networking, Library Movement and Library Legislation in India. Library Extension Services, Library and Information Science Education in India, Library and Information Profession, Library Associations in India, U.K. and U.S.A.-ILA, IASLIC, IATLIS, SIS, LA, ASLIB, SLA and ALA. Library Associations, Organizations at International Level – FID, IFLA and UNESCO.

**Unit – III :**

Sources of Information – Types, Evaluation and use. Reference Sources – Encyclopaedias. Dictionaries, Geographical Sources. Biographical Sources. Year-books/Almanacs, Directories and Handbooks. Statistical Sources – Features and evaluations. Bibliographical Sources- Bibliographies, Indexing and Abstracting Journals (Salient features and evaluation). E-documents, E-books, E-Journals. Databases – Bibliographic, Numeric and Full text-Evaluation.

**Unit – IV :**

Reference services : Concept, Definition, Kinds and Trends, Reference service v/s Information service. Bibliographic Service, Indexing and Abstracting Service, CAS, SDI Service, Referral, Document delivery service. Translation Services, Reprographic Services. Online Service : Information products, Nature, types, and marketing.

**Unit – V :**

Organization of knowledge/Information, Modes of formation of subjects, Library Classification-Canons and Principles, Library Classification Schemes-DDC, UDC and CC, Library Cataloguing – Canons and Principles, Library Cataloguing Codes – CCC and AACR-II, Bibliographic Records – International standards-ISBDs, MARC and CCF, Indexing-Pre-coordinate, Post-coordinate, Vocabulary Control – Theasaurus, Lists of Subject Headings, Databases- Search Strategies, Boolean Operators, Knowledge Management.

## **Unit – VI :**

Management – Principles, Functions, Schools of Thought, Planning, Organization Structure, Decision making, System Study – Analysis, Evaluation and Design, Collection Development – Books, Serials, Non-book Materials-Selection. Acquisition, Maintenance, ISBN, ISSN, Cataloguing-in-Publication (CIP). Human Resources Management – Manpower Planning, Job analysis, Job description, Selection, Recruitment, Motivation, Training and Development. Staff Manual, Leadership and Performance Evaluation, Delegation of authority. Financial Management-Resource Generation, Types of Budgeting, Cost and Cost-Benefit analysis. PERT, CPM, Library Buildings and Equipments, Performance Evaluation of Libraries/Information Centres and Services, Total Quality Management (TQM).

## **Unit – VII :**

Information Technology-Components, Impact of IT on Society. Computers-Hardware, Software. Storage Devices. Input/Output Devices, Telecommunication-Transmission media, Switching systems, Bandwidth. Multiplexing, Modulation, Protocols, Wireless Communication, Fax, E-Mail, Tele-conferencing/Video-conferencing, Bulletin Board Services, Tele-text, Videotext, Voice Mail, Networking-Concepts, Topologies, Types – LAN, MAN and WAN. Hypertext, Hypermedia, Multimedia, Integrated Services Digital Network (ISDN), Open Systems Interconnection (OSI).

## **Unit – VIII :**

Library Automation-Areas of automation, Planning, Hardware and Software Selection, OPAC. Networks-ERNET, NICNET, DELNET, JANET, BLAISE, OCLC, INFLIBNET, INTERNET-Components, Services, Browsing-Web Browsers, Netscape, Navigator and Internet Explorer, Search Engines, Meta-Data, Digital Object Identifier (DOI). National and International Information Systems-NISSAT, NASSDOC, NISCAIR, DESIDOC, INIS, AGRIS, MEDLARS, INSPEC.

## **Unit – IX :**

Research : Concept, Meaning, Need and Purpose of Research. Types of Research- Basic, Applied, Interdisciplinary Research Design, Scientific Method, Hypotheses, Data Collection, Sampling. Methods of Research-Historical, Descriptive, Case Study, Survey, Comparative and Experimental. Statistical Methods, Data Analysis, Report Writing, Research Methods in Library and Information Science and Services. Bibliometrics.

## **Unit – X :**

Types of Libraries-National, Public, Academic and Special-Objectives, Structure and Functions. Digital Libraries- Concept. Virtual Libraries-Concept. Types of users, Users studies, User education. Role of UGC in the growth and development of libraries and information centres in institutions of higher education in India. Role of Raja Rammohan Roy Library Foundation (RRLF). Recommendations of Knowledge Commission.

### **Note:- Pattern of Question Paper**

1. Objective type paper
2. Maximum Marks :100
3. Number of Questions : 100
4. Duration of Paper : Two Hours
5. All questions carry equal marks
6. There will be Negative Marking