



MOHANLAL SUKHADIA UNIVERSITY

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

Faculty of Social Sciences

SYLLABUS

**Diploma in Library and
Information Science**

2020-21 onwards

Objectives:

- The students will be prepared to take up the information challenges of the coming years.
- The students will be prepared to take leadership position in both traditional types of information institutions e.g., academic libraries and most modern and futuristic types of information institutes e.g., as database managers of information specialists.
- The students will be prepared in such a manner that they may be capable of taking up self employment in information field.

Course Name:

- Diploma in Library and Information Science

Nature: Professional Course

- **Admission:** Diploma in Library and Information Science

Duration: One Year (Annual)

Eligibility: 10+2 from any recognized board/equivalent with minimum of 40% marks or equivalent grade.

No. of Seats: 60 seats (Self finance/Payment mode). Reservation as per university norms.

Medium of instruction: The medium of instruction is English, however, students may opt examination in Hindi medium.

Note:

- He/She must fulfill other conditions as may be laid down by the University/Admission Committee from time to time.
- Reservation of seats belonging to Scheduled Castes and Scheduled Tribes shall be as per policy laid down by the University.
- Result will be prepared as per the University rules.
- Failed/supplementary candidates will be governed by the Ordinances as applicable to other Diploma courses of the University.

Fees Structure: 5000/- and Local Fund

Diploma in Library and Information Science (Annual)

Paper No.	Course Code	Title of the Course	Total Marks
1.	DLIS/01	Library and Society	100
2.	DLIS/02	Library Management and Services	100
3.	DLIS/03	Principles of Classification and Cataloguing	100
4.	DLIS/04	Computer Fundamentals	100
5.	DLIS/05	Project Work	100

Paper Code: DLIS/01

Paper Name: Library and Society

Unit 1: Definition and need of library in Society. Types of Libraries (Public, Academic and Special) their Functions and Services.

Unit 2: Five Laws of Library Science, National Library of India. Library Extension Services: Need, Objectives and Function and Methods.

Unit 3: Growth and Development of Libraries in India, Library Education in India, Library Legislation: Need, Purpose and Objectives, Press and Registration of Book Act, Delivery of Books and Newspapers Act.

Unit 4: Library Profession: Characteristics and Functions, Library Associations: Qualities, Objectives and Activities, National Associations: ILA and IASLIC

Unit 5: Information Society: Definition, Evolution and Impact. Role and functions of UNESCO and IFLA.

RECOMMENDED BOOKS

Grag, R.G. and Tamrakar, Amit (2011). Modern Library Management. Medallion Press, Ludhiana.

Khanna, J. K. (2003). Library and Society. New Delhi: Ess Ess Publications.

Krishna Kumar (1987). Library Administration and Management. Delhi, Vikas.

Kumar, P.S.G. (2003). Foundations of Library and Information Science. New Delhi: B. R. Publishing.

Ranganathan, S. R. (1988). The Five Laws of Library Science. New Delhi: Sarada Ranganathan Endowment for Library Science.

