Vidyabharti Mahavidyalaya, Amravati
2019-20

Admissions are open to certificate course in

Library Information Management

Organized by the Department of Library

The Course Commences from 15.09.2019

Preface: Library Information Science is a very relevant subject of today's ever changing and demanding situations in the professional environment. with the increasing conflicts and stress in the profession, and multitasking Performed by a passion in many directions has increased the pressures. A formal study on Library Information Management will definitely guide a person in the right path, giving him a sense of peace and rightness. As such Library Service need to be learned and cherished throughout the ages.

So our Institute is introducing the certificate course in Library Information Management to prepare the students to face the challenges they come across during in their professional lives.

Department of Library

1.   Name of the Course:- Library Information and Management

2.   Code of the Course :- LIM

3.   Course Coordinator :- Dr. V.R.Shekhawat

4.   **Course Objective:-**

a.   The course develops students interest to use the library for their overall development.

b.   Students can be store and retrieved information to take advantage with less efforts.

c.   Handling the procedure of barrowing and returning the reading material.

d.   Providing source of Information necessary for the uses.

e.   Its includes the habits seeking help of additional sources other than textbook.

f.   Students aware about the library management software

Course Content:

UNIT 1:

1. Biography of Dr.S.R.Ranganathan
2. Types of library and library building
3. Five laws of library science

UNIT 2:

1. Types of library section
2. Library committee
3. Acquisition

UNIT 3:

1. Accesstions Register
2. Library open access method
3. Verification of books

UNIT 4:

1. Define classification and uses
2. What is book classification
3. Library cataloguing function purpose,uses

UNIT 5:

1. Reference book define,and types of reference book and evaluation
2. Modeles of library software,LIBSYS
3. Library rules and regulations
4. Library Skills

Scheme of Examination :

- There shall be one compulsory Theory paper of 3 hours duration carrying 100 marks.

- The passing percentage shall be 50% (pattern of question paper and distribution of marks)

Certificate Course: Library Information *Management*

Time 3 Hours   Max.Marks 100

There shall be one long answer question each of 20 marks. 6 short answer questions each of 10 marks and 10 MCQS each of 2 marks based on unit I/II/III/IV/V

VIDYA BHARATI MAHAVIDYALAYA, AMRAVATI

C.K.Naidu Road, Camp, Amravati- 444602

DEPARTMENT OF LIBRARY

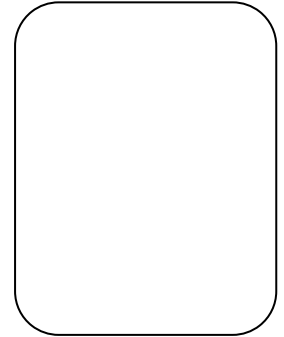*CERTIFICATE COURSE IN LIBRARY INFORMATION MANAGEMENT*

APPLICATION FORM

(Academic Year 2019-2020)

From 15.09.2019 to 02.12.2019

Duration: 01 months

1. Student ID:-_____

2. Class:-   _____

3. Name of the Student: _____

4. Name of Father/Guardian:-_____

5. Address: _____

             _____

             _____

6. Email ID: _____

7. Aadhar No: _____

8. Contact No: _____

9. Religion: _____ Cast:_____ Category:_____

10. Date of Birth: _____

Signature of Applicant

To,
The Principal
Vidyabharti Mahavidyalaya,
Amravati.

Subject: Submission of a proposal to start the value added course in Library Information Management

Respected sir,

      The department of economics is herewith submitting the proposal to start the value added course in " **Library Information Management** " from this academic year (2019-20).

      This course shall be commenced from 15.09.2019 (Duration 30 Hours). The details of the course are separately attached herewith for your perusal & approval (Syllabus & application form, Distribution of workload etc.)

      You are requested to grant the permission to introduce the course mentioned above.

                                        Course Co-ordinator

Encl: Copy of the proposal along with details of the course.

NOTICE

All the students of the college are hereby informed that we are conducting a Certificate course in Library Information Management in the college.

Students who are interested to join this course should contact Dr. V.R. Shekhawat Department of Library. The Course shall be Commenced From 15.09.2019 To 02.12.2019

Date: /   /2019

Course Co-ordinator   Principal
                                                  Vidyabharti M.V. Amravati

VIDYABHARTI MAHAVIDYALAYA, AMRAVATI
Department of Library
Conducted
Certificate Course in Library Information Management (Value Added Course)
Academic Year – 2019-20
Time Table

Name of the teacher	Topic covered	Date	Time
Dr. V.R.Shekhawat Library	1. Types of library section 2. Library committee 3. Acquisition	16.09.2019 23.09.2019 30.09.2019 7.10.2019	10.00 A.M. to 11.00A.M -/- -/-
Prof. M.M.Sisodiya	Library skills	17.09.2019 24.09.2019 01.10.2019 15.10.2019	-/- -/- -/- -/-
Mr. G.S.Thakur	1. Reference book define,and types of reference book and evaluation 2. Modeles of library software,LIBSYS 3. Library rules and regulations	18.09.2019 25.09.2019 09.10.2019 16.10.2019	-/- -/- -/- -/-
Mr. A.R.Meshram	1. Accesstions Register 2. Library open access method 3. Verification of books	19.09.2019 26.09.2019 03.10.2019 10.10.2019	-/- -/- -/-

Dr. R.V. Tomar	1. Biography of Dr.S.R.Ranganathan 2. Types of library and library building 3. Five laws of library science	20.09.2019 27.09.2019 04.10.2019 11.10.2019	-/- -/- -/-
Mr. D.V.Ingole	1. Define classification and uses 2. What is book classification 3. Library cataloguing function purpose,uses	21.09.2019 28.09.2019 05.10.2019 12.10.2019	-/- -/- -/- -/-
Mr. Khode	Computer and libsys software and data entry	14.10.2019 21.10.2019 25.11.2019 02.12.2019	-/- -/- -/-

Course Co-ordinator   Principal