CENTRAL UNIVERSITY OF HIMACHAL PRADESH

[Established under the Central Universities Act 2009]

PO Box: 21, Dharamshala, District Kangra - 176215 (HP)

www.cuhimachal.ac.in

Course Code: LIS501

Course Name: Library automation and networks (Theory)

Credits Equivalent: 2 Credits (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Course Objectives:

On successful completion of the course the students will be able to do the following:

- To acquaint the students with the planning and management of automated library systems
- To impart practical training in the housekeeping operation

Attendance Requirements:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examination.

Evaluation Criteria:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Counseling, Activities and Tutorials (CAT): 25%
   - i.   Assignment: 5%
   - ii.   Library Work: 5%
   - iii. Surprise Test: 5%

Course Content:

UNIT - I: Library automation   (**4 Hours**)
- Definition, need, purpose and advantages, historical development
- Identifying goals and objectives of automation
- Areas of Automation: Acquisition, technical services, OPAC, Administrative routines, Circulation and Serial Control
- Application of barcoding, RFID in libraries

UNIT - II: Evaluation of library automation systems   (**5 Hours**)

- Criteria for selection of library automation software: open sources ,property, customize
- Criteria for selection of hardware specification
- Evaluation techniques
- Study of standards relevant to library automation

UNIT - III: **Automation Procedure**   (**3 Hours**)

- Steps in Automation: Developing a basic Technology Plan
- Assessing needs and priorities, Preparing strategic Plan, Feasibility Study, Describing existing library services and technology
- Retrospective conversation techniques and process
- Integrated Library Management System

UNIT - IV: **Library networks and information systems**   (**4 Hours**)

- Library Networks- OCLC, BLAISE, INFLIBNET, STN, RLIN
- Information Systems: NISCAIR, DESIDOC, SENDOC, NASSDOC
- PADIS, ENVIS, INIS
- AGRIS, BIOSIS, MEDLARS

UNIT - V: **Case study of Library automation software**   (**4 Hours**)

- Comparative study of Library automation software's
- Current trends in Library automation software's
- Case study of KOHA
- Case study of SOUL

Prescribed Text Books:

1. R.S.Aswal.Librray Automation for 21 st Century, New Delhi, Ess Ess Publication.
2. Desiree Webber and Andrew Peters. Integrated Library Systems: Planning, Selecting, and Implementing, London: Libraries Unlimited, 2010.
3. Thomas R. Kochtanek and Joseph R. Matthews . Library Information Systems: From Library Automation to Distributed Information Access Solutions, London: Libraries Unlimited, 2002
4. H. K. kaul. Library Networks: An Indian Experience, New Delhi: Virgo Publications, 1992.

Suggested Extra Readings:

1. Satyanarayana, N. R. A manual of computerization of libraries. New Delhi: Viswa Prakashan, 1995.
2. John M. Cohn, Ann L. Kelsey and Keith Michael Fiels .Planning for library automation: A Practical Handbook, London : Library Association, 1998.
3. Michael D. Cooper, Design of Library Automation Systems: File Structures, Data Structures, and Tools, London: John Wiley & Sons

LECTURE PLAN

Lectures	Topics	Prescribed Text Book	Chapter No.
Lecture – 1	Definition, need, purpose and advantages, historical development	Book – 1	Part-I
Lecture – 2	Identifying goals and objectives of automation	Book – 1	Part-I
Lecture – 3	Areas of Automation: Acquisition, technical services, OPAC, Administrative routines, Circulation and Serial Control	Book – 1	Part-I
Lecture – 4	Areas of Automation: Acquisition, technical services, OPAC, Administrative routines, Circulation and Serial Control	Book – 1	Part-I
Lecture – 5	Application of bar-coding, RFID in libraries	Book – 1	Part-V
Lecture – 6	Criteria for selection of library automation software: open sources ,property, customize	Book – 1	Part-III
Lecture – 7	Criteria for selection of library automation software: open sources ,property, customize	Book – 1	Part-III
Lecture – 8	Criteria for selection of hardware specification	Book – 2	Part-II
Lecture – 9	Evaluation techniques	Book – 2	Chapter - 2
Lecture – 10	Study of standards relevant to library automation	Book – 2	Chapter - 2
Lecture – 11	Steps in Automation: Developing a basic Technology Plan and technology	Book – 2	Chapter - 1
Lecture – 12	Assessing needs and priorities, Preparing strategic Plan, Feasibility Study, Describing existing library services	Book – 2	Chapter – 2
Lecture – 13	Retrospective conversation techniques and process	Book – 4	Chapter - 3
Lecture – 14	Integrated Library Management System	Book – 4	Chapter - 1
Lecture – 15	Library Networks- OCLC, BLAISE, INFLIBNET, STN, RLIN	Book – 4	Chapter - 2

Lecture – 16	Information Systems: NISCAIR, DESIDOC, SENDOC, NASSDOC	Book – 4	Chapter - 1
Lecture – 17	PADIS, ENVIS, INIS ,AGRIS, BIOSIS, MEDLARS	Book – 4	Chapter - 2
Lecture – 18	Comparative study of Library automation software's	Library automation software related websites	
Lecture – 19&20	Case study of KOHA& Case study of SOUL		

END

Course Code: LIS502

Course Name: Library and automation network (practical)

Credits Equivalent: 2 Credits (One credit is equivalent to 10 hours of lectures / organised classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

Course Objectives:
* To impart practical training in the use software to develop bibliographic databases
* To give practical training in the use of library automation software

Attendance Requirements:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examination.

Evaluation Criteria:

4. Mid Term Examination: 25%
5. End Term Examination: 50%
6. Counseling, Activities and Tutorials (CAT): 25%

    iv.   Assignment: 5%

    v.   Surprise Test: 5%

    vi.   Mini Project: 15%

Course Content:

UNIT - I: Hands-on experience with the KOHA

UNIT-II: Hands-on experience with the KOHA

UNIT-III: Hands-on experience with the Demo SOUL

UNIT-IV: Hands-on experience with servers and networking

UNIT-V: Mini project

Text Books:

1. KOHA Manual
2. SOUL Manual