

**RASHTRASANT TUKADOJI MAHARAJ NAGPUR
UNIVERSITY**

NAGPUR

**BOARD OF STUDIES IN
LIBRARY AND INFORMATION SCIENCE**

**PROPOSED UNDERGRADUATE OPEN ELECTIVE SYLLABUS
LIBRARY AND INFORMATION SCIENCE**

For Undergraduate Programmes
(Open Elective / Generic Elective)

Pattern	Semester I – IV
Credits	2 Credits per Semester
Maximum Marks	50 Marks per Semester
Assessment	20 Internal + 30 Semester-end Examination

Proposed for consideration and approval by the Board of Studies

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REVISED COURSE FRAMEWORK

The Open Elective in Library and Information Science is designed for undergraduate students of disciplines other than Library and Information Science. The revised structure is intentionally simple, practical and skill-oriented. Each semester carries 2 credits and 50 marks and contains only two units.

The four papers provide a progressive introduction to library use, information sources, information searching and evaluation, and open educational resources. Advanced professional LIS theory and terminology are excluded.

Semester-wise Structure

Semester	Subject Code	Course Title	Credits / Marks
I	OE-LIS-101	Information Sources and Services	2 / 50
II	OE-LIS-102	Information Searching and Evaluation	2 / 50
III	OE-LIS-103	Search Techniques and Strategies	2 / 50
IV	OE-LIS-104	Open Educational Resources	2 / 50

Assessment Pattern

Component	Marks	Remarks
Internal Assessment	20	Class test/quiz, assignment/activity, participation/viva
Semester-end Examination	30	Short, simple and application-oriented questions
Total	50	

General Approach

Teaching should emphasize short lectures, demonstrations, library visits, simple search exercises and use of commonly available library and internet resources.

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SEMESTER I

LIBRARY, INFORMATION SOURCES AND SERVICES

Subject Code	Credits	Maximum Marks	Assessment
OE-LIS-101	2	50	20 Internal + 30 Semester-end

Course Objectives

- To develop basic understanding of the topic.
- To familiarize students with commonly used library and information resources.
- To develop simple, practical information-use skills.

UNIT I

1. Meaning and importance of a library
2. Types of libraries: academic, public, special and national
3. Library collection: books, periodicals, reference sources and e-resources
4. Basic information sources: primary, secondary and tertiary
5. Print and electronic information sources

UNIT II

6. Library services: circulation, reference and reading services
7. Current Awareness Service (CAS) and Selective Dissemination of Information (SDI)
8. Library catalogue / OPAC: basic use
9. Digital library, institutional repository and library website
10. Choosing a suitable source or service for an academic need

Suggested Practical / Activity

Identify library resources and use the college OPAC/library website to locate selected items.

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SEMESTER II

INFORMATION SEARCHING AND EVALUATION

Subject Code	Credits	Maximum Marks	Assessment
OE-LIS-102	2	50	20 Internal + 30 Semester-end

Course Objectives

- To develop basic understanding of the topic.
- To familiarize students with commonly used library and information resources.
- To develop simple, practical information-use skills.

UNIT I

11. Meaning of information need
12. Types of information needs: academic, personal and everyday
13. Identifying an information requirement
14. Converting a topic/question into keywords
15. Choosing an appropriate search tool

UNIT II

16. Library catalogue / OPAC and basic web search
17. Search engines and academic search tools
18. Relevance, accuracy, authority and currency
19. Scholarly, popular and unreliable information
20. Misinformation, disinformation and responsible use of information

Suggested Practical / Activity

Search the same topic in a library catalogue, a search engine and an academic search tool; compare and evaluate results.

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SEMESTER III

SEARCH TECHNIQUES AND STRATEGIES

Subject Code	Credits	Maximum Marks	Assessment
OE-LIS-103	2	50	20 Internal + 30 Semester-end

Course Objectives

- To develop basic understanding of the topic.
- To familiarize students with commonly used library and information resources.
- To develop simple, practical information-use skills.

UNIT I

21. Meaning and purpose of information searching
22. Keywords, synonyms and related terms
23. Keyword searching and phrase searching
24. Broad and narrow searches
25. Formulating a simple search query

UNIT II

26. Boolean operators: AND, OR and NOT
27. Truncation and wildcards: basic concept
28. Field searching: author, title and subject
29. Filters and limits: date, language and document type
30. Refining search results and recording useful sources

Suggested Practical / Activity

Prepare keywords and apply AND, OR and NOT to refine a search on a simple academic topic.

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SEMESTER IV

OPEN EDUCATIONAL RESOURCES

Subject Code	Credits	Maximum Marks	Assessment
OE-LIS-104	2	50	20 Internal + 30 Semester-end

Course Objectives

- To develop basic understanding of the topic.
- To familiarize students with commonly used library and information resources.
- To develop simple, practical information-use skills.

UNIT I

31. Meaning and concept of Open Educational Resources (OER)
32. Importance and benefits of OER
33. Types of OER: textbooks, notes, videos, courses and MOOCs
34. Indian OER initiatives: SWAYAM, SWAYAM Prabha, e-PG Pathshala, NDLI and DIKSHA
35. International OER platforms: OpenStax, MIT OpenCourseWare and OER Commons

UNIT II

36. Finding OER through keywords, subjects and filters
37. Evaluating OER: relevance, accuracy, authority, currency and usability
38. Copyright and difference between free access and open licence
39. Creative Commons licences and basic attribution
40. Responsible use, sharing and acknowledgement of OER

Suggested Practical / Activity

Locate two OER on a topic, evaluate them and prepare a basic Creative Commons attribution.

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CONSOLIDATED NOTES FOR IMPLEMENTATION

Examination

The semester-end examination shall carry 30 marks. Questions should be simple, undergraduate-level and based directly on the two units. Emphasis should be placed on understanding, identification and practical application.

Internal Assessment – 20 Marks

- Class Test / Quiz – 05 Marks
- Assignment / Practical Activity – 05 Marks
- Short Task / Classroom Activity – 05 Marks
- Participation / Viva – 05 Marks

Suggested General References

- Guha, B. Documentation and Information: Services, Techniques and Systems. World Press.
- Kumar, P. S. G. Information Sources and Services: Theory and Practice. B. R. Publishing.
- Krishan Kumar. Reference Service. Vikas Publishing House.
- IFLA. Information Literacy and related professional resources.
- UNESCO. Recommendation on Open Educational Resources (OER).
- Creative Commons. Licence and attribution guidance.
- SWAYAM, NPTEL and National Digital Library of India (NDLI) official resources.

