VOCATIONAL COURSE in Library and Information Management   VOC161

As per New Education Policy 2020

Title of course:	Vocational Course in Library and Information Management
Nodal Department of HEI to run course	CSJM University Vocational Course
Nature of Course-Independent and Progressive	Progressive
Name of Skill Partner	
Expected fee of the Course	As per CSJM University
Stipend to Student expected from industry	
Number of Seats:	80
Course Credits	Credits-03 (01 Theory & 02Practical)
Max Mark: 100	Minimum Marks=40
Name of proposed skill Partner	Chanakya Institute of IT and Management

Unit	Topics	General/Skill Component	Theory/Practical/Internship / Training	No. of Theory Hours (Total-15 credits)	No. of skill hours (Total 60 credits)
Semester-1				**3 Credits**	
I.	Libraries: Basics And Contexts	General	**Theory**	15 Hours	
II.	House Keeping Operations	Skill	**Theory/Practical**		30 Hours
III.	Document Processing and Organization	Skill	**Practical/Internship /Training**		30 Hours
Semester-2				**3 Credits**	
I.	Classification	General	**Theory/Practical**	15 Hours	
II.	Cataloguing	Skill	**Theory/Practical**		30 Hours
III.	Filing and Shelving	Skill	**Practical/Internship /Training**		30 Hours
Semester-3				**3 Credits**	
I.	Information Sources (traditional & modern) and Their Use	General	**Theory/Practical**	15 Hours	
II.	Library Services	Skill	**Theory/Practical**		30 Hours
III.	Conservation and Preservation	Skill	**Practical/Internship /Training**		30 Hours
Semester-4				**3 Credits**	
I.	Application of ICT in Library	General	**Theory/Practical**	15 Hours	
II.	Library Automation	Skill	**Theory/Practical**		30 Hours
III.	Library Software Packages	Skill	**Practical/Internship /Training**		30 Hours

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Suggested Readings:
• Library Science by R. Gupta • https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== • https://egyankosh.ac.in/handle/123456789/32979
Course Pre-requisites: Open to all at the Undergraduate level programs during semester-1-4
Notes: • Credit for theory=01(Teaching hours=15) • Credit for internship/Training/Practical=02 (Training hours=60)

COURSE OUTCOME AND JOB PROSPECTS:

Interdisciplinary opportunity as per NEP after completing this course, students can pursue a career and get placement in areas such as Library Science, Library Assistant/Attendant, Junior Librarian, Assistant Librarian, or Librarian at the School level, including Research, NGOs, and Public Libraries.

This course can run by signing a MoU with a skill partner.