

SUBJECT: LIBRARY SCIENCE

ASSOCIATE DEGREE IN ARTS (ELECTIVE COURSE)

PAPER-I

Revised Contents/Outline:

1- Introduction to Libraries

- Definition and objectives of libraries
- Types of libraries
- Various sections of libraries
- Importance of libraries in education and society
- Qualities of a good librarian
- Qualities of a good library user

2- History of Books and Libraries

- History and origin of libraries
- History of book from ancient to present
- Some important libraries of Pakistan

3- Library Material

- A) - Books, Periodicals, Newspapers, Reports, Theses
- B) - Non-Printed materials
 - manuscripts, audio visual materials, microforms, motion pictures, floppy disk and CDs,
 - Online Digital Resources

4- Bibliographic description of printed materials

- Meaning and definition of bibliography
- Scope and importance of bibliography
- Bibliographical description: books, journals, newspaper

5- Classification

- Meaning and definition of classification
- Introduction to Dewey decimal classification Schemes
- Description and Components of DDC
- 1st and 2nd Summaries of DDC
- Call No: an introduction

6- Classification Practical (worth 20 %)

