

BHARATI VIDYAPEETH DEEMED UNIVERSITY, PUNE.
Bachelor of Library & Information Science
(B.Lib. & I. Sc.)

Revised Syllabus with effect from June 2006.

Objectives:

The objective of the programme is to help to develop professionals who can handle library activities and information centers.

Duration:

The programme, Bachelor of Library and Information Science shall be of one full academic year.

Eligibility:

A candidate in order to be held eligible for admission to B.Lib. & I. Sc. Course must have passed Bachelor's Degree in any faculty from a recognized University in India. Or from a foreign University approved by the AIU.

Medium of Examination:

English or Marathi or Hindi

Programme Structure:

There shall be Annual Examination for Theory Papers and Practicals.

The Structure of B. Lib. & I. Sc. Shall be divided into:

A. Theory Papers B. Practicals C. Term Work and Project Work.

A. Theory Papers:

There shall be seven papers as detailed below:

Sr. No.	Title of the Papers	Total Marks
1	Library and Society	100
2	Library Management	100
3	Information Service	100
4	Information Sources	100
5	Classification theory	75
6	Cataloguing Theory	75
7	Information Technology-Application to Libraries	100
	Total Marks	650

B. Practicals:

Sr. No.	Title of the Unit	Total Marks
1	Classification Practical	75
2	Cataloguing Practical	75
3	Computer Practical	50
4	Information Services and Sources Practical	50
	Total Marks	250

C. Term Work and Project Work:

Sr. No.	Title of the Unit	Total Marks
1	Term Work including Tutorial and Terminal	50
2	Project Work including Bibliography on a Given topic and newspaper clipping and report of the study tour (Visit to two local libraries)	50
	Total Marks	100

Scheme of Examination:

The Programme will consist of three parts: (a) Theory Papers, (b) Practicals, (c) Term work carrying 650, 250 and 100 marks respectively. The final examination will be for (a), (b) and (c) for the total of 1000 marks.

Standard of Passing:

For the examination in library and Information Science the minimum standard of passing is as given below:

	Minimum passing in individual head	Passing aggregate
Theory Papers	40%	40%
Practical	40%	50%
Term Work	40%	40%

Completion of Term Work and Project work will be a precondition for the grant of term.

Award of Class:

The award of Class will be as under:

Aggregate Percentage of Marks	Class
70% and above	First Class with Distinction
60% and above but less than 70%	First Class
55% and above but less than 60%	Higher Second Class
45% and above but less than 55%	Second Class
40% and above but less than 45%	Pass Class
Below 40%	Fail

The Exemption in any one or more heads of passing will be available according to rules for a period of 6 academic years only.

For Distance Education:

Programme Delivery: (For Distance Learners) : There will be 7 contact sessions (each of 2 hrs) for each theory paper and practicals. All these sessions will be conducted on SUNDAY.

Detail programme of counseling sessions will be given to every students in advance.

Every students has to submit Two Assignment in each theory paper. Assignment topics given to the student in month of October.

Submission of assignment compulsory for appearing for the examination.

Design of Question Paper

a) Theory Question Papers:

Theory paper No.1 to 4 and 7 will have 100 marks and paper No. 5 and 6 will have 75 marks.

The paper will consists of 5 Questions. Question No. 1 to 4 long answer will be question (about 700 words). Question No. 5 will be containing short note type Question (about 200 words). Each Question carry equal marks.

b) Practical Examination:

1. Classification Practical (Total 75 marks).

Classify according to DDC 19th Edition.

Question No. 1: 12 marks.

Question No. 2: 24 marks.

Question No. 3: 14 marks.

Total 50 marks.

Classify according to Colon Classification 6th Edition.

Question No. 1: 15 marks.

Question No. 2: 10 marks.

Total 25 marks.

2. Cataloguing Practical: (75marks)

a) According to AACR-II there will be 4 Questions of 15 marks each.

b) According to Classified Cataloguing Code (CCC) there will be one Question of 15 marks.

3. Information Technology: (50 marks)

There will two question of 20 marks each and 10 marks for viva voce.

4. Practical No. 4: (50 marks)

Information services and Sources. Oral 50 marks.

b) Term Work: (100)

a) Assignments, Tutorials and Terminal Examination 50 marks.

b) Project work including Bibliography and given topic and newspaper clipping report of the study tour. (50 marks).

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Paper I: Library & Society

Chapter I: Concepts of Library (20 hrs.)
Library it's history and Present Status, - Types of Libraries: Their distinguish features and functions (Academic, Research, Public Libraries), - Role of libraries in education, culture and communication., - Digital Libraries: Function and Advantage, -National Library System.

Chapter II: Normative Principals of LIS (10 hrs.)
Five Laws of Libraries Sciences (Prof. S.R. Ranganathan), - Their implications., - Philosophy of J H Shera

Chapter III: Library Development (10 hrs.)
Growth and development of library in modern society with special reference to India., - Library Movement in India.

Chapter IV: Library Legislation (10 hrs.)
Library Legislation: Need and essential features, - Library legislation in India, - Press and registration Act and Delivery of Books Acts (Public Library Acts), -Concepts of copyright & IPR

Chapter V: Library & Information Profession (10 hrs.)
Librarianship as a Profession, - Professional Association & their role, - National & International Library Association (ILA, IASLIC, IATLIS, SIS, ALA, IFLA, LA), - Library & information science education in India.

Chapter VI: Library Resource Sharing (10 hrs.)

Chapter VII: Public Relations & Extension Activities (10 hrs.)

Text Books & Reference Books:

1. Gardner Frank M. Public library legislation: A comparative study Paris, UNESCO, 1971.
2. Ranganathan S. R. : Five Laws of Library Science Madras, Madras Library Association, Ed. 2, 1957.
3. Shera J.H.: Sociological Foundations of Librarianship, Bombay. Asia Publishing House, 1970.
4. Jefferson G.: Libraries and Society, London, James Clark and Co. 1969.
5. Naidu N. Guruswamy.: Librarianship in developing countries, New Delhi, Atlantic, 1992.

6. Sharma U.C. & Rava: Librarianship today and tomorrow: Delhi: Ess Ess 1997.
7. Ranganathan S.R. & A. Neelameghan: Public Library System, Sarada Rangnathan Endowment for Library Science, Bangalore, 1972
8. Krishan Kumar: Library Organization, Vikas Publishing House Pv. Ltd., New Delhi.
9. Agrawal, S.S.: Granthalay tatha Samaj (Hindi), RBSA Publishers, Jaipur.
10. Parakhi G. R.: Granthalayshatra Parichay (Marathi), Universal Publication, Pune.
11. Nargunde, Revati: Ganthalaye ani Samajik Vikas (Marathi), Universal Publication, Pune.

Paper II: Library Management

Chapter I: Management (15 hrs.)
 Concepts of Administration & Management, - Principles and Function of Management (Fayol & Taylor), - Principals of Library Management (Prof. S. R. Rangnathan),
 - TQM: Need & Development

Chapter II: Library house Keeping Operation (15 hrs.)
 Acquisition Section, - Book selection principles and tools, - Technical Processing
 Circulation unit, - Stock Maintenance, - Stock Verification / Physical Verification –
 Serials Acquisition & Control & Tools

Chapter III: Library Personnel (15 hrs.)
 Job description, - Analysis & Evaluation, - Skills, - Training & Development.

Chapter IV: Financial Management (15 hrs.)
 Library Finance & Budget

Chapter V: Library Committee
 Natures, Role & Functions, - Powers

Chapter VI: Reporting (10 hrs.)
 Library Statistics: Importance, - Annual Report, - Rules & Regulations,

Chapter VII: Library Building, Equipments & Furniture (10 hrs.)

Text Books & Reference Books:

1. Job M. M.: Theory of book selection: New Delhi, Sterling, 1978.
2. Mital R.L.: Library Administration, theory and Practice, Ed.5: New Delhi Metropolitan, 1983.
3. Ranganathan S. R.: Library Administration, Ed.2: Bombay, Asia Publication House, 1959.
4. Kulkarni V. V.: Granthalaya Prashasana (Marathi): Nagpur, Maharashtra Universities Books, Production Board, 1974.
5. Dutta D. N.: Manula of Library Management, Calcutta, The world Press Private Ltd., 1978.

6. Ranganathan S. R.: Library Manual; New Delhi, UBS Publishers Distributors Ltd., 1972.

7. Krishan Kumar: Library Administration & Management, Vikas Publishing House Pvt. Ltd., Pune.

8. Sharma A. K.: College Library Administration in India, Nisha Printing Service, New Delhi., 1985.

9. Bhagwat S. G.: Ganthalaya Vyavsthapan (Marathi), Universal Publication, Pune.

Paper III: Information Services

Chapter I: Documentation (15 hrs.)

Defination, Need & Scope, - Information Needs & Demands of users Information Transfer, Information Flow, - Sources of Information (Primary, Secondary, Tertiary) – Essentials of Information

Chapter II: Information Storage & Retrieval Indexing (15 hrs.)

What is Index & Indexing,- Pre & Post Coordinate Indexing, - PREIS, POPSI, SLIC, - Thesaurus, Vocabulary control – Uniterm, - Machine Index, - Indexing Services, - Science Citation Index

Chapter III: Information Storage & Retrieval – Abstraction (10 hrs.)

What is Abstract & Abstracting, - Type of Abstract (Informative & Descriptive) - Users of Abstracts, Abstracting Agencies, - Abstracting Services

Chapter IV: Information Dissemination Services (10 hrs.)

CAS, - SDI, - Alert, - News paper clippings, - Bibliographies, - Referral.

Chapter V: Ancillary Services (10 hrs.)

Translation Services, - Reprographic Services
- Procurment of specialized documents eg. Thesis, Patents, Standards

Chapter VI: National & International Information Systems (20 hrs.)

A) National : NISSAT, INSDOC (NISCAIR)
DESIDOC, NASSDOC,
SENDOC, INFLIBNET
B) International : INIS, AGRIS, DEVSIS,
ISDS, FID, MEDLARS,
UNISIST, VINITI,
UNESCO, ASLIB, ISI (USA)

Text Books & Reference Books:

1. Guha B.: Documentation and Information Services, Techniques and Systems, Ed.2, Calcutta, World Press, 1983.
2. Bradford S.C.: Documentation London Crosby: Lockwood 1984.
3. Viswanathan C.G.: Elements of Information Science, New Delhi, Today and Tomorrow, 1976.
4. Ranganathan S.R. Ed.: Documentation and it's facts Bombay Asia, 1963.
5. Ghosh G.B. and Banerjee B.N.: Trends of information service in India. Calcutta world Press, 1974.
6. Nargunde, Revati: Pralekhan ani Mahitishastra (Marathi), Pune, Universal Pub., 1996.
7. Langridge, D.W.: Classification and indexing in the humanities, London, Butterworths, 1975.

8. Rajan T.N.: Indexing Systems, Concepts, Models and Techniques. Clacutta, IASLIC, 1981.
9. Gopinath M.A.: Current trends in information sources and communication media, Banglore, DRTC, 1984. (DRTC Refresher Seminar – 15, 1984.)
10. Bhattacharyya G. Ed.: New development in library and information science in India, Banglore, DRTC, 1981. (DRTC Refresher Seminar – 13, 1981.)
11. Chatterjee, Amitabha: elements of documentation, Calcutts, 1983.
12. Agrawal S.P.: Development of Documentation in India, Concept Publishing Company, New Delhi.
13. Kawatra P.S.: Fundamental of Documentation, Sterling Publishers Pvt. Ltd., New Delhi.

Paper IV: Information Sources:

- 1.1 Reference Service: Concept definition, scope, types and theories, (20 hrs.)
- 1.2 Nature and management of reference service in different types of libraries: Public, academic and special,
- 1.3 Qualities of reference librarian.
- 2.1 General Book and Reference Book (20 hrs.)
- 2.2 Types of traditional electronic sources
- 2.3 Evaluation of traditional and electronic sources by applying criteria specified for each type
- 2.4 Reference Questions: Categories and appropriate tool to solve them.
- 2.5 Reference interview technique.
- 3.1 Types of reference sources; their information contents examples and use. Indian reference sources. (20 hrs.)
- 3.2 Standard reference sources in science and technology, social science sand humanities. (Illusraed list of such sources to be referred to.)
- 4.1 Systematic bibliography; definition and purpose. (20 hrs.)
- 4.2 Types with examples: Universal, selective, incunabula, anonymous and pseudonymous works, National, secondary, subject, author, language, area studies etc.
- 4.3 Bibliographic control: meaning and purpose.
- 4.4 Book trade: its contribution to bibliographic control-India, U.K., U.S.A.- current and retrospective.
- 4.5 Bibliographic organization in India. Different areas: Monographs, serials, government, documents, these and dissertations – current and retrospective. (General information only).
- 4.6 Referral Services: meaning and techniques

Text Books & Reference Books:

1. Katz William: Introduction to reference work volumes 1,2Edn. 6 New York, McGraw-Hill, 1992.
2. Krishan Kumar: Reference Service, Edn. 5, Delhi, Vikas 1996.
3. Ranganathan S.R.: Reference service Edn. 2, Bombay, Asia Publishing House, 1061.

4. Granthalayeen Sandharbh Seva (Marathi): Anant Joshi and Vasant Joshi Continental Prakashan, Pune, Ed.2.
5. Chakrabarti M. L.: Stematic bibliography and documentation, Calcutta, World Press, 1975.
6. Ohdedar A.K.: Stematic bibliography and documentation, Calcutta, World Press, 1975.
7. Cheney Frances Neel: Fundamental References Sources, Chicago, ALA, 1971.
8. Girijakumar and Krishan Kumar: Bibliography Edn., New Delhi, Vikas, 1979.
9. Ranganathan S.R.: Reference Service and bibliography Madras, Madras Library Asson. 1940, Vol.1.
10. Sheehy, Engene P.: Guide to reference books Edn.9, Chicago, ALA 1976.
11. Sushila Kumar: Changing concepts of reference service, Delhi, Vikas, 1974 (Sarada Ranganathan Lectures,2, 1972)
12. Thomas Diana M.: Effective reference librarian New York, Academic Press, 1981.
13. working paper and proceedings of seminar on Reference Service (1971), Banglore, Documentation Research and Training Centre: 1971 (Mimeographed)
14. Joshi Anant: Granthalyatil Sandharbhseva (Marathi), Continental Pub., Pune.
15. Gupta P.K.: Sandharbh Avam Suchana Strot (Hindi), RBSA Pub., Jaipur.
16. Karmarkar: Ganthalyin Sandharbhseva(Marathi), Universal Pub., Pune.

Paper V: Clasification Theory

- Chapter I: Classification: (8 hrs)
 - Definition, - Need and Purpose, - Tree of Porphyry, - Natural Vs Artificial Classification,-
- Chapter II: Library Classification: (10 hrs)
 - Need, Purpose and Function, - Knowledge Classification-its Characteristics,
 - Knowledge Classification Vs Book Classification, - Special Features of Book Classification.
- Chapter III: Theory of Classification: (8 hrs)
 - Principles by Richardson, Sayers, Browne, Bliss Hulme, Rangnathan
- Chapter IV: Notation:
 - Need and Importance in Library Classification, - Types and base of Notation, - Qualities of good Notation, - Hospitality in Arrays and chains –various devices, - Mnemonies
- Chapter V: Call No. and its Structures:
 - Call No.- Various parts, - Book No. – need and function, - Cutter-Sanborn table, CC Book No.
- Chapter VI: Classification scheme: (8 hrs)

- Types and Characteristics, - Enumerative Vs Faceted schemes, - Brief historical introduction to major Book Classification Scheme.

Chapter VII: Dewey Decimal Classification (19th /Latest Edition) (10 hrs)
 - Biographical sketch of Melvil Dewey, - Relative location and Decimal Fraction Notation, - General outline-Main class order, - Hierarchical Structure-3 instructions, - Phoenix Schedules, - Maintenance and Revision.

Chapter VIII: Introduction to Colon Classification and Universal Decimal Classification: (10 hrs)
 - Salient Features, - Basic structure and general layout, - Order of Main classes, - Notational Structure, - Synthetic devices, - Schedules of some major subjects

Chapter IX: Recent Trends in Classification: (10 hrs)
 - Relationship between Classification and Indexing, - Classification Research Group (CGR).

Classification Practical: (80 hrs)
 Dewey Decimal Classification (19th Edition) (50 Marks)
 - Structure of Set.
 - Location of enumerated numbers through structured way.
 - Use of 7 Tables.
 - Add to instruction

Colon Classification (6th Rev. Edition) (25 Marks)
 - Use of PMEST formula.
 - Use of devices.

Text Books & Reference Books:

1. Batt C.D.: An Introduction to 20th edition of Dewey Decimal Classification; London. Clive Bingley. 1991.
2. Chain Louise Mai: Cataloguing and Classification an introduction; New York; Mcgraw Hill, 1985.
3. Kaula P.N.: Trestise on colon classification; New Delhi Sterling. 1985.
4. Krishan Kumar: Theory of Classification, Ed.4, New delhi, Vikas Publishing house pvt. Ltd., 1994.
5. Ranganathan S.R.: Elements of Library Classification, Ed.3, Banglore, Sarda Ranganathan Env., 1989(reprint)
6. Ranganathan S.R.: Prolegomena to library classification, Ed.3: Bangalore Sards RanganathanEndov. 1989.(reprint)
7. Ranganathan S.R.: Classification and Communication, Banglore, Sarda Ranganathan Endv. For library science, 1989(reprint).

8. Husain, Shabhat: Library Classification, facts and analyses, New Delhi, Tata McGraw Hill Publishing Company Ltd.
9. Sehgal R.L.: Classification Theory and Practice (Hindi), New Delhi, Ess Ess Publication, 1994.(Revise Ed. 2)
10. Champawat G.S.: Pustakalay Vargikaran Ke Sindhant (Hindi), Japur, RBSA Publishing, 1999.
11. Dewey Decimal Classification Practical analyses (Ed. 9&20) Hindi), Agra, Y.K. Publishers, 1006.
12. Madiwale D.B.: Desimal Classification (English-Marathi), Pune, Dastane Ramchandra & Co., 1986.
13. Nargunde Revati: Granthalayin Vargikaran(Marathi), Pune Universal Prakashan, 2005.
14. Satarkar S.P.: Granth Vargikaran Tatvik (Marathi), Pune Dnyanganga Prakashan, ed.2, 1997.
15. Mahajan S.G.: Decimal Vargikaran Takte (Marathi), Pune, Pune Vidyarthi Grah Prakashan, 2002.
16. Relevant Stud Material, prepared by IGNOU, New Delhi and YCMOU, Nasik.

Paper VI: Cataloguing Theory

- Chapter I: Role of Cataloguer in a Library System (10 hrs)
- Chapter II: Library Catalogue (10 hrs)
- Defination, - Objective, Importance & Functions, - Bibliographical Catalogue
 - Library Catalogue, - Publisher's Catalogue
- Chapter III: Outer forms of Library Catalogue and Types (10 hrs)
- Card Form, - Printed Book Form, - Sheet form, - Advantages and Disadvantages
- Chapter IV: Inner Forms of Library Catalogue (10 hrs)
- Alphabetic Catalogue, - Name catalogue, - Subject Catalogue, - Title Catalogue
 - Dictionary Catalogue, - Classed Catalogue of Classified Catalogue,
 - Alphabetic Classed Catalogue, - MARC.
- Chapter V: Entries and their Functions (10 hrs)
- Filling of Entries, - Arrangement of Entries, - Author, Title, Subject wise arrangement Shelf arrangement
- Chapter VI: Cataloguing on Non-Printed Materials (10 hrs)
- Microfilm, - microfiche, C.D., Floppy, V.C.D., CD-ROM, - Internet, Manuscripts etc.
- Chapter VII: Co-Operative and Centralized Cataloguing (10 hrs)
- Forms of Cooperative cataloguing, - Types, Functions, Compliation,
 - Types of Entries, - Advantages and Disadvantages, - Union Catalogues,
 - MARC

- Chapter VIII: Subject Catalogue (10 hrs)
- Meaning, - purpose, - Objectives Approches, - Alphabetical Indexing,
 - Languages and Subject, - Headings lists

Paper VI: Cataloguing Practical (Total 75 Marks): (80 hrs)

Chapter 1: According A.A.C.R. II (60 Marks)

- Structure of main Entry, - Parts of Main Entry, - Structure of Added Entry, - Personal Author / Authors, - Two Authors, Three Authors, - Personal Author and Abridge by illustrated by / Collaborators / Editors / Translator / assisted by – Four Authors

Chapter II: Corporate Body

- Editors, - Governments and its different bodies, - Pseudonyms, - Multivolume books,
- I/II Series, - Series Editor, - Mixed Responsibility, - Serials, - Conference, - Seminar, - meetings, - Religion, - Film, C.D., Cassettes.

Chapter III: According C.C.C Classified Catalogue Code (15 Marks)

- Structure of Main Entry, - Parts of Main Entry, - Structure of Added Entry, - Tracing, - Personal Author, - Edition, - Two Personal Author, Series.

Text Books & Reference Books:

1. Anglo American Cataloguing Rules: Edn. 2 Chicago; ALA and London Association. (1978) reviced edition 1988.
2. Bakewell K.G.B.: Manual of cataloguing practice; Oxford, Pergamon Press, 1972: Reprint 1974.
3. The Concise AACR 2 by michal Gorman London, Library association, 1980.
4. Ranganathan S.R.: Classification Catalogue Code with additional rules for dictionary catalogue code Edn.5, Bombay, Asia Publishing House, 1964, Reprinted 1962.
5. Sears M.E.: Sears list of subject heading, Ed. By Martha T Mooney; Ed. 14, New York; H.W. Wilson Co., 1991.
6. sengupta, Benoyendra: Cataloguing; It theory and Practice. Ed.3: Calcutts, World Press, 1982.
7. Viswanathan C.G.: Cataloguing: Theory and Practice. Ed.4 New Delhi, Today and Tomorrow, 1980.
8. Mahajan S.G.: Granthalayin Talikikaran; pratayashik, Vol. 1 CCC Pune: Suvichar Prakashan, 1974 Vol.2: Dictionary Catalogue (AACR) Pune: G.Y. Rane Prakasan, 1979.
9. Coates E.J.: Subject Catalogue; Headings and structure, London: Library Association, 1988.
10. Cutter, Charles A.: Rules for a Dictionary Catalogue, London; Library Association, 1935.
11. Mann, Margaret: Introduction to Cataloguing and Classification of Books Ed.2; Chicago, A.L.A. 1943.

12. MARC Formual Integration: The perspectives; Ed. By Micnel Gorman, Chicago, A.L.A.: Library Information and Technology association 1990.
13. Mikasa, Francs: The subject in the dictionary catalogue from Cutter to the present; Chicago, A.L.A., 1983.
14. Ranganathan S.R.: Cataloguing Practice Assisted by G. Bhattacharya ed.2; Bombay, Asia Publishing House, 1974.
15. Girijakumar and Krishna Kumar; theory of cataloguing, Delhi, Vikas Pub., Ed.5

Paper VII: Information Technology

- Chapter I: Introduction to IT (10 hrs)
 - Definition, - Scope, - Concept, - Components, - Importance of IT in LIS
- Chapter II: Computer Technology (10 hrs)
 - Types of PC mini/ micro/ mainframe, - input and Output devices, - Storage media,
 - Generation of Computers.
- Chapter III: Concepts of Database (10 hrs)
 - Reprography, Micrograph, Printing DTP, its importance to LIS.
- Chapter IV: Concepts of Database (10 hrs)
 - Data and Informtion, - Data Processing Methods, - File Organization,
 - Database concepts and Data base components.
- Chapter V: Software Usages (10 hrs)
 - Application Softwares, Operatin Systems, - Library Softwares, - CDS/ISIS,
 - Libsys, Soul
- Chapter VI: Applications of computers in House Keeping activities (10 hrs)
 - Need of Computerization/ Automation in LIS and its uses, - Use of computer in
- Chapter VII: Current technologies and Application (20 hrs)
 - Email and Fax, CD-ROM Technology, - Online Access,
 - Types of Library networks & Technologies, - EDDS, - Multimedia Digital Librar
- Practical: (80 hrs)
 - MS-DOS, - CDS/ISIS, - Soul / Libsys, - CD-Rom database searching, - MS
 MS Access.

Text Books & Reference Books:

1. Hunt, Roger and Shelley John: Computers and Commonsense, 3rd Ed. Prentice Hall, 1987.
2. Subramanian N.: Introduction to Computers, New Delhi, Tata Mc-Graw
3. Rajaraman V.: Fundamentals of Computers, New Delhi, Prentice Hall. 1991
4. Rajaraman Dharma and Rajaraman V.: Computer Primiar (Rev. Ed) Prentice Hall, 1990.
5. Shultz, Russell A.: The Illustrated MS. Dos Book, New Delhi, SKW 1984.

6. Simpson Allon: Understanding dbase III Plus, New Delhi, BPB Publication, 1986.
7. Kumbhar Rajendra: Granthalayat Computercha Vapar, Pune Dastance 1997.
8. Artandi (S), Introduction to Computer in Information science 1972.
9. Kimbere (R,T.) automation in Libraries.
10. Lancaster (F.W.) Information Retrieval Online
11. Davies (G.B) Computer Data Processing, McGraw Hill, N.Y. 1973.
12. New (P.G.) Reprography for Libraries, Cline Bingley, 1975.
13. Ravichandra Rao (I.K.), Library Automation, Wiley, New Delhi; 1991.
14. Rowley (J.E.), Computers for Libraries, Bingle, London 1985.
15. Stern (R) and stern (N), Introduction to Computers and Information Processing, John Wiley, 1982.
16. Kumar (P.S.G.), Computerized of India Libraries, BP Publications, Delhi (1987).
17. Tedd (L.A.), Introduction to Computer Based Library System, 1987.