

HEMCHANDRAYACHARYA NORTH GUJARAT UNIVERSITY

Bachelor Of Library and Information Science

Paper - VII : Information Sources and Services

Unit - 1 Introduction to Information Resources

- ❖ Nature, Definition, Evolution function and importance;
- ❖ Characteristics and evolution of Information resources

Unit - 2 Kinds of Information Sources

- ❖ Documentary Sources of Information : Print, Non-print including Electronic
- ❖ Non-documentary Sources: Nature, types and features.
- ❖ Human and Institutional sources: Nature, types, characteristics and utility.
- ❖ Internet as a source of Information.

Unit - 3 Reference Service

- ❖ Concept definition and scope
- ❖ Reference service in different types of libraries
- ❖ Types of reference services: Short range and long range reference service
- ❖ Reference service vis a vis information service
- ❖ Methods of Dissemination of information, CAS and SDI
- ❖ Referral service

Unit - 4 Categories of Information Sources :

- ❖ Categories : Primary, Secondary and Tertiary : Scope, and special features
- ❖ A detailed study of :
 - Primary Sources: Periodicals, Conference proceedings, Technical reports, Patents, Standards and specifications, Trade literature, Theses and Dissertations.
 - Secondary Sources: Dictionaries, Encyclopedias, Biographical Source, Geographical Source, Current sources, Statistical sources, Handbooks and manuals, Bibliographical sources.
 - Tertiary Sources: Directories, yearbooks and Almanacs, Union catalogues.
 - Environmental Information Sources and Services

Unit - 5 User Education

- ❖ Goals and objectives Levels, Techniques and methods. Evaluation of Users Educational Programmes
- ❖ Users Studies : Methods, Techniques and evaluation

Unit - 6 Information Systems and Their Services

- ❖ International Systems and Services : AGRIS, DEVISIS, INIS, MEDLARS, UNISIST
- ❖ National Systems and Services : DESIDOC, INFLIBNET, INSDOC, NASSDOC, NISSAT UGC Sponsored Information centers and their services.

Unit - 7 Electronic Sources

- ❖ Internet resources, Websites (subject oriented), LIST server, FAQ's USENET and Gateways.

Selected Readings :

1. Davinson, D : Reference Service, London, Clive bingley, 1980.
2. Fothergill R & Butchart I : Non-book materials in libraies ; a practical guide, Ed 3, London, Clive bingley, 1990.
3. Grogen, D : Science and Technology, Ed 4, London, Clive Bingley, 1982
4. ISAAC K.A. : Literature search, ESS Publications, New Delhi 1990.
5. Katz W A : Introduction of reference work, New York, MacGraw Hill, 1974
6. Krishankumar : Reference Service Ed 5, New Delhi, Vikah, 1996.
7. Sharma H D : India reference source - an annotated guide to Indian reference material.
8. Indian Bibliographical Centre, Varanasi. 1989.
9. Sharma J S & grover D R : Reference Services and Sources of Information, New Delhi, Ess Ess, 1987.
10. Sheehy E P, Comp: Guide to reference books 9th Ed. Chicago, ALA, 1976, Supplement 1980
11. Shores Louis : ' Basic Reference Source, Chicago, ALA., 1970.
12. Walford A J Ed : Guide to reference materials. Vol.I, 7th Ed. 1996; v.25th ed. 1990, vol.3. 5th ed. 1991.