

**Title of the Course:** Introduction to Library Science and Digital Skills for Historical Research

**Conducted By Department of History**

***Course Outcome:***

- Students shall understand the key concepts of Library Science and historic understanding of the past
- Students shall be familiarised with digital skills in academics
- Students shall be acquainted about how to do research ambitiously about history and historical sources and interpretations

***Syllabus (in short):***

**A. Library Organization (05 hours)**

1. Library Movement and Contribution of Dr. S.R. Ranganathan
2. Classification and Cataloguing
3. Care of Books and other material

**B. Library Administration (05 hours)**

1. Library Resources
2. Library Services
3. Basic Library Records

**C. Application of Computers and Digital Resource Management (05 hours)**

1. Introduction to online information sources, tools and techniques
2. Digital Library: Concepts, Definition and emerging trends
3. Open access resources and Software in Academics

**D. Self-learning and Evaluation: (15 hours)**

1. Practical work in the library: cataloguing, classifying, and care of the books
2. Compiling automatic Bibliography (in APA and MLA styles)
3. Online Academic presence using online Library resources

***Names of Resource persons:***

- Mr. Ramesh Paloti (Librarian)
- Mr. Shramik Kharat (Assistant Professor and Head, Dept. History)
- Mr. Kevin Salve (Assistant Professor)
- Mr. Sachin Bande (Assistant Professor)

**Duration of the course:**

- **2 Months (Total 30 Hours)**
- **No. of hours per week: 04**

**Fees for the course**

- **Fees for College student : 1350**
- **Fees for outsider: 2000**

**Name of Coordinator/ Teacher In-Charge :**

Mr. Sachin Bande

**Interested Students can join the following whatsapp group for further details:- <https://chat.whatsapp.com/BFbjHpwDVzVEV9uq7C10Yz>**