

DEPARTMENT OF TECHNICAL EDUCATION
DIPLOMA IN LIBRARY SCIENCE AND INFORMATION MANAGEMENT
SECOND SEMESTER

Course Title: Information Sources	Course Code: 15LB21T
Type of course: Theory CIE; 25 Marks	Total Contact Hours: 52 SEE 100 Marks

Pre Requisite : Know the Different Reference Sources.

COURSE OBJECTIVES:

1. Identify the various information sources available
2. Evaluate the information sources for its authentication in search of information
3. Know the nature of information available in each information source
4. Select the right information source for the provision of right information
5. Appraise and use of Government Documents, Reference Sources in Kannada.
6. Know the different variety of Electronic Information/Reference Sources.

UNIT NO	CONTENTS	NO. OF HRS
1.	Information Sources	08
2.	Primary Source of Information	10
3.	Secondary Sources of Information	12
4.	Tertiary Sources of Information	10
5.	Government documents/Reference sources in Kannada	06
6.	Electronic Information/ Reference sources	06

TEST/ SEMENAR/GUEST LECTURES

DETAILS OF CONTENTS

Unit 1	INFORMATION SOURCES	08
	Information Sources –Definition, Meaning, Types, Documentary and Non-documentary. Documentary :Primary, Secondary, Tertiary; Non-documentary : Human and Institutional Data Bases- WOS, SCOPUS.(Bibliographic, Full Text, Numerical)	
Unit 2	PRIMARY SOURCES OF INFORMATION	10
	Meaning, Definition, Types, Usage	
Unit 3	SECONDARY SOURCES OF INFORMATION / REFERENCE TOOLS	12
	Dictionary, Encyclopaedia, Biographies, Geographical Sources, Hand books and Manuals, Year books & Almanacs, Directories, Books of general facts & Quotations: Meaning, Definition, Types, Usage; General Criteria for Evaluation.	

Unit 4: TERTIARY SOURCES OF INFORMATION/INFORMATION

CONTROL & ACCESS TOOLS

10

Bibliographies, Abstracting and Indexing Services,
Union Catalogues: Meaning, Definition, Types, Usage; General Criteria for Evaluation.

Unit 5: GOVERNMENT DOCUMENTS/ REFERENCE SOURCES IN KANNADA 06

Gazette, Debates of Legislature House, Reports of the
Commissions and Committees, Documents of National Policies,
Import Export policy, Industrial Policy etc. Karnataka Gazette.
Dictionaries, Encyclopaedia etc, E-Sources in Kannada.

Unit 6: ELECTRONIC INFORMATION RESOURCE 06

Acquaint with all Online Reference Sources/Online
Reference Zone: A Gateway to Reference Resources.

COURSE OUTCOME: By the end of this programme, the student will be able to learn

1. Information Resources
2. Primary Sources
3. Secondary sources of Information/Reference Tools
4. Tertiary sources of information/ information control and access tools
5. Govt. Document/ Reference sources in Kannada
6. Electronic Information Resources

MAPPING

1. Course outcomes with program outcomes and specification table with hours and distribution of marks with cognitive level

Course outcomes	Mapped PO	Teaching Hours	Distribution of Theory Marks as per Cognitive levels			Total marks
			R	U	A	
1	1,2,5,,7,9	08	10	5	10	25
2	1,2,35,6,9	10	10	5	5	20
3	1,2,,4,5,,9	12	10	10	5	25
4	1,24,5,6,7,9	10	10	5	10	25
5	2,3,5,7,9	06	10	5	10	25
6	1,25,7,8,9,10	06	10	10	5	25

R=Remember U=Understanding A=Application

2. Course with program outcomes Level mapping

Name of the course	Program Outcomes									
	1	2	3	4	5	6	7	8	9	10
Information Sources Theory .	3	3	2	1	3	2	2	1	3	1

Level 3- Highly Addressed, Level 2-Moderately Addressed, Level 1-Low Addressed.

Method is to relate the level of PO with the number of hours devoted to the COs which address the given PO.

If $\geq 40\%$ of classroom sessions addressing a particular PO, it is considered that PO is addressed at Level 3

If 25 to 40% of classroom sessions addressing a particular PO, it is considered that PO is addressed at Level 2

If 5 to 25% of classroom sessions addressing a particular PO, it is considered that PO is addressed at Level 1

If $< 5\%$ of classroom sessions addressing a particular PO, it is considered that PO is considered not-addressed.

COURSE ASSESSMENT AND EVALUATION

	What		To Whom	Frequency	Max Marks		Evidence Collected	Course Outcome s
					Theory	Practical's		
DIRECT ASSESSMENT	CIE – Continuous Internal Evaluation	IA Tests	Students	Theory: Three IA tests for theory (Average marks of three IA tests are considered)	20		Blue Books	1 to 6
		Class room Assignments		Student Activities	05		Log of activity	1
				TOTAL	25			
	SEE – Semester End Examination	End Exam		End Of the Course	100		Answer Scripts	ALL CO's
	INDIRECT ASSESSMENT METHODS	Student Feedback on course		Students	Middle Of The Course	Feed Back Forms		
End of Course Survey		End Of The Course	Questionnaire					

Note: I.A. test shall be conducted for 20 marks. Average marks of three tests shall be rounded off to the next higher digit..

Note to the IA verifier: The following documents to be verified by CIE verifier at the end of semester

1. Blue books (20marks)
2. Student suggested activities report for 5 marks
3. Student feedback on courses regarding Effectiveness of Delivery of instructions & Assessment Methods

Question for CIE and SEE will be designed to evaluate the various educational components, such as:-

Remembering and understanding	: 40% weightage
Applying the knowledge acquired from the course	: 30% weightage
Analysis	: 30% weightage

MODEL OF RUBRICS/CRITERIA FOR ASSESSING STUDENT ACTIVITY

RUBRICS FOR ACTIVITY (5 marks)						
Dimension	Unsatisfactory 1	Developing 2	Satisfactory 3	Good 4	Exemplary 5	Student Score
Collection of data	Does not collect any information relating to the topic	Collects very limited information; some relate to the topic	Collect much information; but very limited relate to the topic	Collects some basic information; most refer to the topic	Collects a great deal of information; all refer to the topic	Ex: 4
Fulfil team's roles & duties	Does not perform any duties assigned to the team role	Performs very little duties but unreliable	Performs very little duties	Performs nearly all duties	Performs all duties of assigned team roles	5
Shares work equally	Always relies on others to do the work	Rarely does the assigned work; often needs reminding	Usually does the assigned work; rarely needs reminding	Normally does the assigned work	Always does the assigned work without having to be reminded	3
Listen to other Team mates	Is always talking; never allows anyone else to speak	Usually does most of the talking; rarely allows others to speak	Talks good; but never show interest in listening others	Listens, but sometimes talk too much	Listens and speaks a fair amount	2
Average / Total marks=(4+5+3+2)/4=14/4=3.5=4						

Note: This is only an example. Appropriate rubrics/criteria may be devised by the concerned faculty (Course Coordinator) for assessing the given activity.

FORMAT OF IA TEST QUESTION PAPER (CIE)

Test/Date and Time	Semester/year	Course/Course Code	Max Marks
Ex: I test/6 th week of sem 10-11 Am	II SEM	Information Sources	20
	Year: II	Course code: 15LB-21T	
Name of Course coordinator : CO's: _____			Units: __
Question no	Question	MARKS	CL CO PO
1			
2			
3			
4			

Note: Internal choice may be given in each CO at the same cognitive level (CL).

REFERENCES:

1. KATZ (William A). Introduction to reference works: Reference service and reference process. 2V. Ed 5. 1987 McGraw Hill, Newyork.
2. KRISHAN KUMAR. Reference service. Ed 3. 1996. Vikas New Delhi.
3. RANGANATHAN S. R., Reference service Ed 2. 1989. Ranganathan Endowment for library science, Bangalore.
4. SHARMA J. S. & GROVER : Reference Services and Sources of Information. EssEss Publication. Delhi.
5. SHARMA H. D: Indian Reference Sources. . EssEss Publication. Delhi.
6. GATES (Jean Key). Guide to use of libraries and information sources. Ed6. 1988. McGraw Hill Books, New York.
7. GURUDEV SINGH: Information sources, services and systems. 2013. P H Learning pvt. Ltd. Delhi.
8. CHENEY(F N) and WILLIUMS (W J). Fundamental reference sources. Ed.3. 2000. ALA, Chicago.
9. Online Reference Sources:
10. Wikipedia.org:
11. <http://www.britanica.com>
12. <http://www.mhreference.com/est>
13. <http://www.thesaurus.com>
14. www.oed.com
15. www.m-w.com/home etc.,

MODEL QUESTION PAPER

Time : 3 Hours

Max. Marks: 100

Instructions : Question Paper consists of TWO Sections.:

Answer any SIX Question from a set of 9 questions in PART A

Each question carries 5 marks.

Answer any SEVEN questions from a set of 10 questions in PART B

Each question carries 10 marks.

PART A

1. What are the types of Information Sources and state their meaning.
2. Define primary sources of information and list its types.
3. Define reference sources and Discuss their nature.
4. How do you evaluate reference tools by using general criteria.
5. Define Dictionary and list its types.
6. Explain the importance of Geographical sources of information.
7. What do you mean by Tertiary sources of information and list its types.
8. State the concept of Government documents and name its various types.
9. Explain the concept of On-line reference zone.

PART B

- a) Define Patents and periodicals.
- b) Explain the importance of periodicals
- a) List the various types of Encyclopaedias.
- b) Explain the nature of information available in these types.
- a) Define ready reference sources and list their types.
- b) Explain the scope of Hand books and Manuals.
- a) Define Abstracting and Indexing periodicals.
- b) Distinguish between Abstracting and Indexing periodicals.
- a) Define Bibliography and Union Catalogue.
- b) Discuss the importance of these.
- a) What are Reports of the Commissions Committees.
- b) Write a note on Karnataka Gazette.
- a) How do you distinguish Dictionary and Biographical Dictionary.
- b) List and Discuss the Biographical Sources.
- a) Briefly explain any two reference tools in kannada language.
- b) Name five Website addresses of reference sources in kannada language.
- a) Define Almanacs and Directories.
- b) Bring out the points of difference between Almanacs and Directories.
- a) Define e-Reference sources.
- b) List out five reference sources other than your subject.

MODEL QUESTION BANK

Questions for 5 marks.

1. Explain the meaning of information sources.
2. List the different types of information sources.
3. Define reference sources, List the various types of reference sources.
4. List various types of dictionaries.
5. State the meaning of biographical sources.
6. List the varieties of geographical sources.
7. Define ready reference sources, Explain the nature of information available in it.
8. Bring out the points of difference between almanacs & yearbooks.
9. Define bibliographical sources, list the types of bibliographies.
10. Define indexing and abstracting sources/services.
11. State the meaning of government documents.

Questions for 10 marks

1. Explain in brief the importance of information sources.
2. Explain the nature and characteristics of reference sources.
3. Discuss the uses of dictionaries. Give two examples of each type of dictionaries.
4. Define Data base. Explain data base as source of information.
5. List the types of biographical sources and discuss their scope.
6. List 2 printed geographical source of each variety and geographical information
7. Available in internet and television.
8. Discuss the scope and importance of bibliographies.
9. Discuss the varieties of government documents and nature of information available in it.
10. List the major reference sources available in kannada language.
11. Discuss in detail the reference sources available online.