DEPARTMENT OF TECHNICAL EDUCATION

DIPLOMA IN LIBRARY SCIENCE & INFORMATION MANAGEMENT

THIRD SEMESTER

Course Title: **Basics of Digital Library**	Course Code: **15LB34T**
Type of course: **Theory** **CIE – 25 Marks**	Total Contact Hours: **52** **SEE – 100 Marks**

Pre-requisite : Knowledge about Digital Library

COURSE OBJECTIVES:

1. Recognise the Basic structure of a Digital Library
2. Describe the Process of Content Creation
3. Explain the Importance of Digital Preservation and Conservation.
4. Explain illustrative and order/outline the process of webpage design
5. Evaluate the provision of digital library software
6. Compose the open access initiative in the design of library software

UNIT NOS	CONTENTS	NO.OF HRS
1.	Basic of Digital Library	10
2.	Digital Content Creation	10
3.	Digital Preservation, Conservation, Archival	06
4.	Webpage Design	08
5.	Study of Digital Library Software	12
6.	Open Access Initiative	06

UNIT 1. Basics of Digital Library

Concepts, Meaning, Definition, Importance of Digital Library/Electronic Library/Virtual Library, Difference between Digital Library, Virtual Library, Tradition Library, Design and Development of Digital library - Architecture, Protocol, Standards and User Interface.

UNIT 2. Digital Content Creation

Meaning concept of digital Content Creation, understanding the concept E-Documents, Different Files and File Formats, Digitization – Hardware and software requirements of digitization, Born Digital and Legacy Document,

UNIT 3. Digital Preservation, Conservation, Archival

Meaning Concept, Importance, Need of Preservation and Conservation of digital document. Archival management, Storage Media, Cloud Computing

UNIT 4. Webpage Design

Concept, Meaning, Importance, Principles of Webpage design, Website publishing and maintenance, Creating web page using mark up language HTML

UNIT 5 . Study of Digital Library Software

Greenstone, Koha, DSpace, E-print – Objectives, Design, Platform, Features.

UNIT 6. Open Access Initiatives

Meaning, concept, importance, Open Access Initiative, Brief Study of any two Digital Library available in India.

COURSE OUTCOME: At the end of the course the students will be able to:

1. Know the basic concepts, importance and requirements of digital library.
2. Understand the process of Digital Content Creation.
3. Choose/Select the hardware and software requirements of digitization and able to prepare digitized documents.
4. Apply the methods and techniques of digital preservation.
5. Analyse the process of Webpage Design.
6. Evaluate and Select the digital library software for a specified Library.

MAPPING

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	1,2,3,4	10	5	10	15	30
2	1,2,3,6	10	5	15	10	30
3	1,2,3,4	06	5	10	-	15
4	1,3,8,9	08	5	10	10	25
5	1,2,3,6,10	12	10	10	15	35
6	1,5,7,9	06	5	5	-	10

R-Remember; U-Understanding; A-Application

Course with program outcomes Level mapping

Name of the course	Program Outcomes									
	1	2	3	4	5	6	7	8	9	10
Basics of Digital Library	3	3	3	3	1	2	1	1	2	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 ≥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 Outcomes
					Theory	Practical's		
DIRECT ASSESSMENT	CIE- Continuous Internal Assessment	I A Tests	Students	**Theory:** Three IA tests for theory (Average marks of three IA tests are considered)	20		Blue Books	1 to 6
		Class room Assign ments		Class room Assignments	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 IA verifier: The following documents to be verified by CIE verifier at the end of semester

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

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

Remembering and understanding : 45%weight age
Applying the knowledge acquired from the course : 40% weight age
Analysis : 15% weight age

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 weak of sem 10-11 Am	III SEM	Basics of Digital Library	20
	Year: II	Course code:15LB34T	
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).

REFERENCE:

1. WILLIAM Y. ARMS. Digital Libraries/The MIT Press, London, 2000.
2. IAN H WITTEN & Others, How to build Digital Library.Ed 2/ /2010.
3. The whole digital library Handbook/edited by Diane Kresh/American Library Association, Chicago, 2007.
4. Digital Library use/social practice in design and evaluation/edited by Ann Peterson Bishop and others/ The MIT Press, Cambrige/2003.
5. Digital libraries/edited by Fabrice Papy/Wiley, USA, 2008.
6. CHOWDHURY (G G) and CHOWDHURY (Sudatta). Searching CD-ROM and online information sources. 2000. Library association, London.
7. DICKSON (Garg W) and DESANCTIS (Gerardine). Information technology and the future enterprise: New models for managers. 2001. Prentice Hall, New Jersey.
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11. JANCZEWSKI (Lech). Internet and intranet security management: Risks and solutions. 2000. Idea, Hershey.
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21. NITISH AGARWAL. Web services in Digital Libraries. Rajat Pub,2006
22. JOHN N. GATHEGI. The Digital Librarians Legal Handbook, Ess Ess Publications, 2013
23. E-LIS - e-prints in library and Information science. (http://e-prints.rclis.org)
24. http://koha-community.org/support/koha-mailing-lists/forums/
25. Discussion groups of various open access library software's available on internet

BASICS OF DIGITAL LIBRARIES
MODEL QUESTION PAPER

Time: 3 Hours Max. Marks: 100

Instructions:

1. Question Paper consists of TWO Sections – Part – A, Part – B.
2. Answer any SIX Questions from a set of 9 questions in PART- A, Each question carries 5 marks.
3. Answer any SEVEN questions from a set of 10 questions in PART – B, Each question carries 10 marks.

PART A

A. REMEMBERING

1. Write a note on the E-Document.
2. Define E-Publishing. State the Process of E-Publishing.
3. Write a note on Cloud Computing.

B. UNDERSTADING

4. Summarise the Importance of digital Library.
5. Generalise Preservation and conservation of Digital Document.
6. Discuss the Principles of Webpage Design.

C. APPLICATION

7. Show the difference between Digital Library and Virtual Library.
8. Illustrate any ten feature of Digital Library Software.
9. Point out any five Open Access digital Library Software with URL.

PART B

A. REMEMBERING

1. a. Name the Different digital storage media.
   b. Explain the different digital storage media.
2. a. Define file format?
   b. Explain any five file formats.
3. Describe the methods, techniques of digital preservation.

B. UNDERSTANDING

4. Distinguish between Electronic Library and Traditional Library.
5. Explain Digital Content Creation?
6. a. Discuss the hardware issues in Digitization of Document.
   b. Discuss the software issues in Digitization of Document.
7. Explain the objectives, Functions and Services of any one digital Library Software.

C. APPLICATION

8. Examine the procedure in designing and developing digital libraries.
9. a. Analyse HTML Language?
   b. What is its importance in Webpage Design?
10. Examine the development of Digital Library.

Model Question Bank

A. REMEMBERING

1. Define Digital Library.
2. Describe protocol and standards followed in Digital Library.
3. List any Five Indian Digital Library Software With URL

B. UNDERSTANDING

4. Explain the importance of Webpage Design.
5. Summaries the procedure of Website Publishing.
6. Discuss the feature of Open Access.

C. APPLICATION

7. Demonstrate the process of Digitization.
8. Classify Digital Library Software with explanation.