**Module 1: Development of Library / Institution Website**

Module Objective: To enable the trainees to develop a website for their library/Institution

Mode of Delivery: Theory & Practical

Theory: Need and purpose of a library website, Website development tools, Planning the site, Identification of contents, Preparation of checklist.

Practical: Development of a B.Ed. College Library website using free tools such as Wix Website Builder or WordPress.

Expected outcome: By the end of the module, the trainees will be able to: identify a suitable tool for developing their website, decide the contents for the website and develop the site and promote the library services through the website.

**Module 2: Implementation of Integrated Library Management System**

Module Objective: Use of an integrated library system in processing and managing information and automating library tasks

Mode of Delivery: Theory& Practical

Theory: Meaning, purpose, functions and modules of integrated library management system. OPAC

Practical: Installation and customization of a suitable opensource Integrated Library Management System such as Open Biblio

Expected outcome: By the end of the module, the trainees will be able to install/implement an Integrated Library Management System for their library and provide access to the library's print collection

**Module 3: Electronic Information Resources in Education**

Module Objective: To introduce various electronic information resources in the field of education

Mode of Delivery: Theory& Practical

Theory: Overview of traditional information resources in education, primary, secondary and tertiary; Electronic Information Resources: Features & characteristics. Types: E-journals, E-Books, Databases etc. Evaluation of E-Resources. Predatory journals, UGC CARE List, Journal Metrices

Practical: (1) ERIC database (2) Google Scholar (3) E-journals (4) Journal Metrices

Expected Outcomes: By the end of the module, the trainees will be able to understand a range of e-resources and scholarly databases available online in the field of education, tips and search techniques to effectively and efficiently use e-resources, evaluate the quality of the sources and understand various journal metrices.

**Module 4: Information Literacy/ Academic Writing**

Module Objectives: To impart the basic information literacy and academic writing skills among the trainees.

Mode of Delivery: Theory& Practical

Theory: Need and Importance of Information Literacy. Role of Librarian. Citation and Referencing: International Standards. APA Style in detail. Writing support tools. Indian Copyright Laws. Creative Common Licences.

Practical: Mendeley / Zotero Reference Management System, Grammarly

Expected outcomes: By the end of the module, the trainees will be able to make the faculty and students of the B.Ed colleges aware of the importance of information literacy and academic writing skills and educate them on topics like how cite a source based on international standards, software supporting scholarly writing and references management.

**Module 5: Academic Integrity and Prevention of Plagiarism**

Module Objectives: To make the trainees aware of the importance of promoting academic integrity and prevention of plagiarism.

Mode of Delivery: Theory& Practical

Theory: Fundamental values of academic integrity. Types of Academic Dishonesty. Plagiarism, types and prevention. UGC Regulations on Promotion of Academic Integrity and Prevention of Plagiarism.

Practical: Any one of the open source plagiarism tool

Expected outcomes: By the end of the module, the trainees will be able to understand how to promote academic integrity and measures to prevent plagiarism.