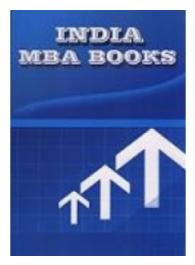
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Unit − 1: Basics of Library Automation

- ? Library Automation: Meaning, importance and purposes
- ? Advantages and Disadvantages in library Automation
- ? Manual Vs Automated Systems
- ? Online Catalogue- OPAC and Web OPAC
- ? Library automation scenario in India with special reference to NE India

Unit 2: Planning Library Automation

- ? Planning and Implementation
- ? Automatic Identification Methods: Barcode, RFID
- ? RFID technology- Meaning, needs and features, RFID Components
- ? Artificial Intelligence
- ? Library Management Software: SOUL and Open Source Software

Unit 3: Housekeeping operations and Retrospective Conversion

- ? Automated Acquisition Control
- ? Automated Circulation Control
- ? Automated Serials Control
- ? Library Administration and Report Generation
- ? Retrospective Conversion: Concept, Need, Purpose and Techniques
- ? Retrospective Conversion Outsourcing: Planning and Prospects
- ? Retrospective Conversion in Academic Libraries of India: INFLIBNET Initiative

Unit 4: Library Networks

- ? Library Network Meaning and Scope
- ? Library Networking in Indian perspectives: INFLIBNET, DELNET
- ? Library consortia in Indian context UGC-INFONET, INDEST, CSIR & Others E-Resources

Consortia

- ? Internet Based Cataloguing OCLC, LC, CORC (Cooperative Online Resource Cataloguing)
- ? Bibliographic Utility Networks

Unit – 5: Standardization in Automated Cataloguing

- ? Standardization in Cataloguing Need and Purpose
- ? Standards ISBD, CCF, ISO-2709 and Z39.50
- ? Metadata- MARC and Dublin Core
- ? Trends in Library Cataloguing

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