

Skill Development Course Syllabus

Course Title: Library Automation and Digital Libraries (LADL-03)

Course Duration: 30 Hours

Units: 5

Structure: 4 key learning points per unit

Course Objective:

The course is designed to provide participants with the knowledge and skills required to automate library processes and establish digital library systems. It focuses on understanding automation tools, digital library technologies, and the integration of modern information systems to improve library services.

Course Outcomes:

By the end of this course, participants will be able to:

1. Understand the principles, components, and significance of library automation.
2. Operate library management software for cataloging, circulation, and acquisition.
3. Develop and manage digital library systems, including metadata and digitization.
4. Analyze emerging trends and challenges in library automation and digital libraries.

Topics Covered:

Unit 1: Introduction to Library Automation (6 Hours)

- Definition, Need, and Importance of Library Automation.
- Overview of Library Automation Systems and Technologies.
- Stages of Library Automation: Acquisition, Cataloging, and Circulation.
- Challenges and Benefits of Implementing Automation in Libraries.

Unit 2: Library Management Software (6 Hours)

- Overview of Popular Library Management Systems: Koha, SOUL.
- Features and Functionalities of Library Software.
- Installation and Basic Operations of Open-Source Software like Koha.
- Evaluation and Selection of Library Management Systems.

Unit 3: Digital Libraries: Concepts and Components (6 Hours)

- Definition and Evolution of Digital Libraries.
- Components of Digital Libraries: Digital Repositories, Metadata, and Standards.


Coordinator
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- Role of Open Access and Institutional Repositories.
- Difference between Traditional and Digital Libraries.

Unit 4: Technologies in Digital Libraries (6 Hours)

- Metadata Standards: Dublin Core, MARC, and MODS.
- Digitization: Processes, Tools, and Techniques.
- Role of Artificial Intelligence and Machine Learning in Digital Libraries.
- Cloud Computing and Big Data Applications in Libraries.

Unit 5: Future Trends and Challenges in Library Automation and Digital Libraries (6 Hours)

- Emerging Trends: Blockchain, IoT, and AI in Libraries.
- Challenges in Sustaining Digital Libraries: Costs, Licensing, and Security.
- User Engagement and Personalization in Digital Library Platforms.
- Case Studies of Successful Library Automation and Digital Library Projects.

Suggested References:

1. Singh, S. N. *Digital Libraries: Emerging Challenges in the Knowledge Era.*
2. Lesk, M. *Understanding Digital Libraries.*
3. Smith, A. *Why Digitize?*
4. Zeng, M. L., & Qin, J. *Metadata.*
5. Chowdhury, G. G. *Introduction to Digital Libraries.*
6. Arms, W. Y. *Digital Libraries.*
7. Sirohi, S. *Koha 3 Library Management System.*
8. Gaur, R. C. *Library Management in Digital Environment.*
9. Kochtanek, T. R., & Matthews, L. S. *Library Information Systems: From Library Automation to Distributed Information Access Solutions.*
10. Raina, R. L. *Library Automation.*

Evaluation and Certification:

- Quizzes and Discussions: 20%
- Practical Assignments and Presentations: 30%
- Final Project/Assessment: 50%



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