



MANGALORE UNIVERSITY
Department of Library and Information Science
Master of Library and Information Science

LSP406: INFORMATION PROCESSING: CATALOGUING – I (PRACTICE)

Objectives:

- Preparing Catalogue Entries (Main, Added and Reference Entries) for Books (Monographs) using Anglo American Cataloguing Rules -2 revised edition and Assigning
- Subject Headings to all entries (Using at least one Standard Subject Heading)
- Single Personal Authorship; Joint Authorship; Works of more than three Authors
- Collaborative Works; Series; Multivolume Works; Pseudonymous Authors
- Composite Works
- Corporate Authorship: a) Government Publications b) Proceedings of Conferences, Seminars, Workshops, etc. c) Other Corporate Bodies: Organizations, Institutions, Societies, etc.
- Uniform Titles; Sacred Scripture; Anonymous Works

Course Outcome (CO):

- CO1 Apply theoretical knowledge of cataloguing into practice through hands-on training
- CO2 Allow students to obtain experience of classifying documents in physical/virtual libraries.
- CO3 Clear understanding of AACR II
- CO4 Knowledge of parts of descriptions of catalogue.
- CO5 Understanding the catalogue and their parts
- CO6 Get inducted to different descriptive elements and punctuations for cataloguing documents.
- CO7 Knowledgeable and capable of cataloguing different documents at their workplace.

Cataloguing of Simple, compound and composite documents and serials according to latest edition of AACR/RDA (Each student shall maintain practical records and submit the same at the time of practical examination). 64hrs