



শিক্ষক নিবন্ধন লিখিত পরীক্ষার সিলেবাস



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ড. সিদ্দিক পাবলিকেশন্স লেখক, গবেষক, শিক্ষক এবং শিক্ষার্থীদের জন্য-জ্ঞান ভান্ডার
কলেজ সিলেবাস

বিষয় : গ্রন্থাগার ও তথ্য বিজ্ঞান (**Library and Information Science**)

কোড : ৪২৫

পূর্ণমান : ১০০

1. **Introduction**

Definition, Nature and scope of library and information science. Development of library and its role in the society with a special reference to Bangladesh.

2. **History of Books and Libraries**

Story of books and writing materials from earliest time to modern time.

3. **Collection Development**

Principles and policies of collection development, Evaluation & selection of library materials in different types of libraries, National book policy of Bangladesh.

4. **Library Management**

Principles of library management, Elements of library management, Library cooperation and resource sharing. Censorship, Copyright law & library legislation.

5. **Organizations of Library Materials (Classification)**

Purpose of classification; Knowledge & book classification. Criteria and principles of book classification, Notation, Criteria of a good notation.

6. **Organizations of Library Materials (Cataloguing)**

Purpose and functions of library catalogue and indices. Criteria of a good catalogue, Catalogue aids, Importance & types of indices. Rule Of indexing.

7. **Bibliography**

Importance of bibliographical control, Kinds of bibliography, Difference between bibliography & catalogue, Methods of preparing bibliography.

8. **Information Sources**

Information sources & their services in modern library and information centres.

9. **Documentation and Information Retrieval**

Difference between librarianship and documentation, -Active documentation and passive documentation, Documentation services and information retrieval in B.D. Library computerization.

10. **Recent development in library science and information technology.**