

Programme: Bachelor of Library and Information Science (B.L.I.Sc.)

Course code: BLC-203

Title of the course: Information Processing and Retrieval IV: Cataloguing Practice

No. of credits: 01

Objectives	To prepare the students to create in-depth knowledge management towards the content available in the books for optimum usage.	
Content	<p>Cataloguing of book and non-book materials according to AACR2R/RDA and creating records using MARC21 and Dublin Core.</p> <ol style="list-style-type: none">1. Creating MARC21 records for simple print documents.2. Creating MARC21 records for simple electronic resources.3. Creating MARC21 records for complex documents – print and e-resources.4. Cataloguing of cartographic, microforms, sound recordings, motion pictures, video recordings and electronic resources by using the latest edition of AACR/RDA5. Preparing Simple and Qualified Dublin Core records in HTML.6. Preparing Simple and Qualified Dublin Core records in XML.7. Preparing Simple and Qualified Dublin Core records in RDF.	45 hours
Pedagogy	Hands-on-practice on creating catalogue card entries for each book/document	
Reference	<ol style="list-style-type: none">1. Anglo-American Cataloguing Rules (2002) 2nd Rev Ed.2. MARC 21 and Related standards for Bibliographic Records. New York: LC.3. http://dublincore.org	
Learning outcomes	Learning outcomes: by knowing cataloguing the student will be able to handle individually the content development available in the library for effective use.	