

DSC 4

Library Classification: Practical

120 Hours
(120hrs Practical)

Course Title & Code	Credits	Credit Distribution of the Course			Eligibility Criteria	Pre-Requisite of the Course (if any)
		Lecture	Tutorial	Practical/ Practice		
DSC 4: Library Classification: Practical	4	0	0	4	-	-

Course Objectives

This course provides a comprehensive foundation in library classification, focusing on the practical application of Colon Classification (6th Ed.) and Dewey Decimal Classification. Students will master document analysis, subject determination, and the use of complex tables and devices to ensure efficient library organization and retrieval.

Learning Outcomes

After completing this course, students will be able to:

- ☞ Understand and apply the principles of library classification systems, such as Colon Classification (CC) and Dewey Decimal Classification (DDC).
- ☞ Classify various types of library materials accurately using standard classification schemes.
- ☞ Develop skills to analyze documents and determine appropriate classification numbers for efficient library organization and retrieval.
- ☞ Enhance problem-solving abilities related to complex classification scenarios encountered in real-world libraries.

UNIT I: Colon Classification (Ed. 6)**25 Hours**

- ☞ Introduction, Structure and Organisation
- ☞ Steps in Classification
- ☞ Classification of Documents: Basic and Compound Subjects

UNIT II: Colon Classification (Ed. 6)**35 Hours**

- ☞ Use and application of Common Isolates
- ☞ Use and application of Phase Relations
- ☞ Use and application of Various Devices
- ☞ Systems and Specials

UNIT III: Dewey Decimal Classification (Latest Edition)**35 Hours**

- ☞ Introduction, Structure and Organisation
- ☞ Classification of Documents using Standard Subdivisions (Table-1)

UNIT IV: Dewey Decimal Classification (Latest Edition)**25 Hours**

- ☞ Classification of Documents using Tables 2 to 6

Essential Readings

- ☞ DEWEY (Melvil). Dewey Decimal Classification. Ed. 21. Forest Press, Dublin, USA. 1996.
- ☞ RANGANATHAN (SR). Colon Classification. Ed. 6. Sarada Ranganathan Endowment for Library Science, Bangalore. 1960.
- ☞ RANGANATHAN (SR). Descriptive account of the Colon Classification. Sarada Ranganathan Endowment for Library Science, Bangalore. 1990.
- ☞ RANGANATHAN (SR). Elements of library classification. Sarada Ranganathan Endowment for Library Science, Bangalore. 1989.
- ☞ RANGANATHAN (SR). Prolegomena to library classification. Ed. 3. Sarada Ranganathan Endowment for Library Science, Bangalore. 1989.
- ☞ SAYERS (WCB). Introduction to library classification. Rev. by Arthur Malt by. Ed. 9. Grafton, London. 1958.

- ☞ SAYERS (WCB). Manual of classification for librarians. Rev. by Arthur Maltby. Ed. 5. Andre Deutsch, London. 1975.
- ☞ WYNAR (BS). Introduction to cataloguing and classification. Ed. 7. Libraries Unlimited, New York. 1985.

Suggested Readings

- ☞ BHATT (RK) and others. Colon Classification Scheme: A simple study. Y K Publishers, Agra. 2002.
- ☞ KAULA (PN). A treatise on colon classification. Sterling Publishers, New Delhi. 1985.
- ☞ SATIJA (MP). The theory and practice of the Dewey Decimal Classification system. Chandos Publishing, Oxford. 2007.