

**Dr. B. R. AMBEDKAR OPEN UNIVERSITY**  
**MLISc (2010-11 Batch) WINTER SCHOOL TIME-TABLE**

<i>Study centre</i>	<i>Theory Sessions</i>	<i>IT Practicals</i>	<i>IT Practical Examination</i>
Hyderabad	27 - 29 Oct. 2011 10.30 am – 5pm  ( At Multimedia Lab, BRAOU, Jubilee Hills, Hyderabad)	<b>Batch-A*</b> 30 –31 Oct. 2011 <b>Batch-B*</b> 1–2 Nov. 2011 <b>Batch-C*</b> 3 – 4 Nov.2011 (Time:10.30 am – 5 pm; At Multimedia Lab)	05.11.2011 <b>Batch-A</b> 10am-1pm <b>Batch-B</b> 2 – 5 pm  06.11.2011 <b>Batch-C</b> 10am-1pm <b>Batch-D</b> 2 – 5 pm  ( At Multimedia Lab, BRAOU)
Warangal	27- 29 Oct. 2011 10.30 am - 5 pm	30 Oct – 4 Nov.2011* 10.30 am – 5 pm	05.11.2011 <b>Batch-A</b> 10am-1pm

\* Remaining classes only

**THEORY SESSIONS**

<i>Day</i>	<i>Session</i>	<i>Course</i>	<i>Time</i>	<i>Suggested Topic/Short Title</i> (Course Units to be covered)
<b>Day 1</b>	T01	MLS-01	10.30-12.00	Information & Communication - Models & Theories (3,4,7)
	<b>27.10.11</b> T02	MLS-01	12.01-13.30	Information Transfer Media; Inf. Transfer Agencies (9,10,11)
	T03	MLS-02	14.00-15.30	Systems Analysis & MIS in the Management of LICs (6-8)
	T04	MLS-02	15.30-17.00	Marketing of Information Services (12)
<b>Day 2</b>	T05	MLS-05	10.30-12.00	Info. Systems, Networks & Programs - An overview (9-13)
	<b>28.10.11</b> T06	MLS-05	12.00-13.30	Information Services and Products - An overview (5-7)
	T07	MLS-03	14.00-15.30	Bibliographic Standards and Communication Formats (1-3)
	T08	MLS-03	15.30-17.00	CD-ROM & Online Databases: Access & Searching (13-15)
<b>Day 3</b>	T09	MLS-05	10.30 -12.00	Bibliographic database: Design & Development (5-8)
	<b>29.10.11</b> T10	MLS-05	12.00-13.30	Major Library Networks : INFLIBNET & DELNET (12)
	T11	MLS-06	14.00-15.30	Research Methods and their application to LIS (5-8)
	T12	MLS-06	15.30-17.00	Data Collection Methods in LIS Research (9)

## COMPUTER PRACTICALS

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<b>Day 4*</b>	P01	10.30-13.30	Computer Practicals - Operating Systems (DOS/Windows)
1-11-11	P02	14.00-17.00	Computer Practicals - Word Processing (MS-Word)

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<b>Day 5*</b>	P03	10.30-13.30	Computer Practicals – MS-Excel, MS-PowerPoint
1-11-11	P04	14.00-17.00	Computer Practicals - MS-Access

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<b>Day 6*</b>	P05	10.30-13.30	Computer Practicals – CDS/ISIS
	P06	14.00-17.00	Computer Practicals - CDS/ISIS

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<b>Day 7*</b>	P07	10.30-13.30	Computer Practicals - CDS/ISIS
	P08	14.00-17.00	Computer Practicals - CDS/ISIS

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<b>Day 8*</b>	P05	10.30-13.30	Computer Practicals - CDS/ISIS
	P06	14.00-17.00	Computer Practicals - CDS/ISIS

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<b>Day 9*</b>	P07	10.30-13.30	Computer Practicals - Email; Internet;
	P08	14.00-17.00	Computer Practicals - Database searching

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- Note:**
- 1) There are 12 Sessions of Theory (T01 to T12) and each Session is of one-and-half hours duration.
  - 2) There are 12 Sessions of Computer / IT Practicals (P01 to P12); Each Practical Session is of three hours duration. IT Practical Examination will be conducted at the end of the Practical classes.
  - 3) \* Remaining classes: In case any Practicals are already conducted during the Counselling days, the Practical Sessions at Winter School will be deducted to that extent.
  - 4) Since 8 sessions of IT practicals were conducted, remaining 4 sessions (2 days) will be conducted for each batch at Hyderabad Centre).
  - 5) Sharing of computer systems, demonstration/guidance by the computer/library professionals, etc. are as per our University rules. Students will be divided into batches as per the facilities available.
  - 6) Full attendance at Winter School is **compulsory** to be eligible to sit at the exams.

**Dr B R AMBEDKAR OPEN UNIVERSITY**  
**BLISc WINTER SCHOOL TIME-TABLE**

**Study Centre:** Hyderabad & Warangal

**Medium:**

30-10-2011 Saturday	I	BLS-01	10.30-12.30 12.30-13.30	Library Movement, Legislation and Development (7, 10-11) Types of Libraries – An overview (8, 9)
	II	BLS-02	14.00-16.00 16.00-17.00	Collection Development in Libraries (9-11) Collection Maintenance (15)
31-10-2011 Sunday	I	BLS-05	10.30-12.30 12.30-13.30	Reference Sources - Types with Examples (4-8) Documentation Services/Products (9-13)
	II	BLS-06	14.00-16.00 16.00-17.00	Computer Hardware & Software; Applications (1-8) Library Automation (13-16)
01-11-2011 Monday	I	BLS-03	10.30-12.30 12.30-13.30	Classification Schemes - Types/Species; Structure (1-2,13) Book Numbers (12)
	II	BLS-07	14.00-17.00	Library Classification Practice : DDC / CC
02-11-2011 Tuesday	I	BLS-07	10.30-13.30	Library Classification Practice : DDC / CC
	II	BLS-07	14.00-17.00	Library Classification Practice : DDC / CC
03-11-2011 Wednesday	I	BLS-07	10.30-13.30	Library Classification Practice : DDC / CC
	II	BLS-08	14.00-17.00	Library Cataloguing Practice (AACR2): Print / NBM
04-11-2011 Thursday	I	BLS-08	10.30-13.30	Library Cataloguing Practice (AACR2): Print / NBM
	II	BLS-08	14.00-17.00	Library Cataloguing Practice (AACR2): Print / NBM
05-11-2011 Friday	I	BLS-08	10.30-13.30	Library Cataloguing Practice (AACR2): Print / NBM
	II	BLS-04	14.00-16.00 16.00-17.00	Library Catalogues - Physical & Inner forms (1-4) Subject Headings; Chain procedure (13)

**Note:** Please check with the Head of the Study Centre for batch, timings and other changes, if any.

DDC= Dewey Decimal Classification; CC= Colon Classification;

AACR2= Anglo-American Cataloguing Rules, 2<sup>nd</sup> Edition

Print= Print Material (Cataloguing); NBM= Non-Book Material (Cataloguing)