uf]/vfkq ;+:yfgsf] k|zf;g ;]jf, k|zf;g, n]vf, 8s'd]G6 / ahf/ ;d"x, tx–% sf] al/i7 ;xfossf] kbsf] v'Nnf k|ltof]lutfTds lnlvt k/LIffsf]  Plss[t kf7\qmd

**k|yd tyf låtLo kqsf] k/LIff of]hgf** (Examination Scheme) **M–**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **kq** | **ljifo** | **k"0ff{Í** | **plQ0ff{Í** | **k/LIff k|0ffnL** | **k|Zg ;+Vof c+s ef/** | **;do** |
| **k|yd** | **;fdfGo 1fg**  **tyf**  **;fdflhs cWoog** | **100** | **40** | **j:t'ut (Objective): ax'j}slNks k|Zg**  **(MCQs)** | **50x2=100** | **45 ldg]6** |
| **låtLo** | **;]jf ;DaGwL** | **100** | **40** | **5f]6f] k|Zg**  **nfdf] k|Zg** | **8 x 10=80**  **1 x 20=20** | **2.30306f** |

**efu @M cGtjf{tf{                                                            k"0ff{ÍM #)**

**b|Z6JoM**

**1.** lnlvt k/LIffsf] dfWod g]kfnL jf c+u|]hL jf b'j} x'g;Sg]5 .

**2.** oyf;Dej ;a} kf7\of+zaf6 k|Zg ;f]lwg] 5g\ .

**3.** k|yd kq tyf låtLo kqsf]] k/LIff 5'§f5'§} x'g]5 .

**4.** o; kf7\oqmddf h];'s} n]lvPsf] ePtf klg kf7\oqmddf k/]sf P]g, lgodx? k/LIffsf] ldlt eGbf tLg -#\_ dlxgf cuf8L -;+zf]wg ePsf jf ;+zf]wg eO{ x6fOPsf jf yk u/L ;+zf]wg eO{\_ sfod /x]sfnfO{ o; kf7\oqmddf k/]sf] ;Demg' kb{5 .

**k|yd kqM— ;fdfGo 1fg tyf ;fdflhs cWoog**

**!= g]kfnsf] e"uf]n**

        !=! ef}uf]lns cj:yf÷:j?kM lsl;d / ljz]iftfx? .

       !=@ xfjfkfgL M lsl;d / ljz]iftf .

       !=# hn;Dkbf M l:ylt / dxTj .

       !=$ jg;Dkbf M cj:yf / dxTj, ;+/If0f If]qx? tyf jg ljgfzsf sf/0f / ;+/If0fsf pkfox? .

       !=% vlgh ;Dkbf M vlgh ;Dkbf ;DjGwL ;fdfGo hfgsf/L .

       !=% g]kfnsf k|d'v lxd lzv/x?, tfntn}of, em/gf, e~Hofª, .

**@= Oltxf; / ;+:s[lt**

  @=! sf}lzsL ;Eotf, afudtL ;Eotf, u08sL ;Eotf, s0ff{nL ;Eotf af/] hfgsf/L

  @=@ ljZjsf k|d'v P]ltxfl;s 36gfx? – DofUgfsf6f{, k'ghf{u/0f, cf}Bf]lus j|mflGt, k|yd / låtLo ljZjo'4 af/] hfgsf/L

 @=# cfw'lgs g]kfnsf] Oltxf; -k[YjLgf/fo0f zfxb]vL xfn;Dd .\_

  @=$ g]kfnsf] ;f+:s[lts, wfld{s Pj+ df}lns k/Dk/f, hfthflt, efiffefifL, snf / ;flxTo ;DaGwL 1fg

  @=% g]kfnsf d't{ / cd't{ ;Dkbfx? tyf ;+/If0fsf pkfox? .

   @=^ ;f+:s[lts ;Dkbfsf] lsl;d, ljz]iftf, dxTj .

**#= ;+j}wflgs Joj:yf / ;/sf/**

          #=! g]kfnsf] jt{dfg ;+ljwfg -efu !,@,#,$ / cg';"rL ;a} .\_

 #=@ ;+3Lotf / g]]kfndf ;+3Lotf zf;g k|0ffnL .

          #=# s]Gb|Lo / :yfgLo ;/sf/ tyf ;'zf;g .

          #=$ gful/s r]tgf÷lzIff, gful/s ;dfh nufot gful/sx?sf] bfloTj / st{Jo .

          #=% sfg"gsf] cy{ / dxTj tyf sfg"gsf ;|f]tx? .

          #=^ sfg"gL /fHosf] cjwf/0ff / dxTj, nf]stGqsf ljz]iftfx? .

          #=& ;dfj]zLs/0f, ;dfg'kflts k|ltlglwTj / ;sf/fTds lje]b .

**$ g]kfnsf] ljsf; k"jf{wf/ tyf cfly{s cj:yf M** ljsf;sf k"jf{wf/x? -s[lif, pBf]u, Jofkf/, ko{6g, oftfoft, ;+rf/, lzIff, :jf:Yo, ljB't, cflb\_ ah]6 / ljsf; of]hgf .

**% hg;+Vof / jftfj/0f**

         %=!  hg;+Vof, Zfx/Ls/0f, a;f]jf; -aF;fO{;/fO{\_, cflb .

 %=@, kfl/l:ylts k4lt, lbuf] ljsf;, h}ljs ljljwtf, hnjfo' kl/jt{g, jftfj/0f tyf k|b'if0f .

**^= lj1fg / k|ljlw**

^=! lj1fg / k|ljlwsf] dfgj hLjg / ;dfhdf k/]sf] k|efj

^=@ qmdljsfz, j+zf0f', :jf:Yo / /f]u af/] ;fdfGo hfgsf/L

**&= cGt/f{li6«o ;DaGw tyf ;+3÷;+:yf**

&=! ;+o'Qm /fi6«;+3 M cª\u, ljlzi6Ls[t ;+:yf / ultljlwx? .

&=@ If]qLo ;+u7g M ;fs{ / lad:6]s,  .

**\*=**  /fli6«o / cGt{/fli6«o dxTjsf /fhgLlts, ;fdflhs, cfly{s, j}1flgs, ;f+:s[lts, v]ns"b, k'/:sf/, snf, ;flxTo, ;+uLt, cflb nufot ;d;fdlos 36gf tyf gljgtd ultljlwx? .

  b|i6Jo M– k|yd kq ;fdfGo 1fg tyf ;fdflhs cWoogsf kf7\oqmdsf PsfO{x?af6 oyf;Dej lgDgfg';f/ k|Zgx? ;f]lwg]5 M–

|  |  |  |
| --- | --- | --- |
| **PsfO** | **ljifoa:t'** | **c+sef/** |
| ! | g]kfnsf] e"uf]n ;DaGwL hfgsf/L | ^ |
| @ | Oltxf; / ;+:s[lt | ^ |
| # | ;+j}wflgs Joj:yf / ;/sf/ | ^ |
| $ | g]kfnsf] ljsf; k"jf{wf/ tyf cfly{s cj:yf | ^ |
| % | hg;+Vof / jftfj/0f | ^ |
| ^ | lj1fg / k|ljlw | ^ |
| & | cGt/f{li6«o ;DaGw tyf ;+3÷;+:yf | ^ |
| \* | /fli6«o / cGt{/fli6«o dxTjsf ;d;fdlos 36gf tyf gjLgtd ultljlwx? | \* |
| **hDdf k|Zgx?** | | **%)** |

**låtLo kq M— ;]jf ;DaGwL**

1. **k':tsfno lj1fg / k':tsfno**
   1. k':tsfno lj1fgsf] kl/ro, p2]Zo, cfjZostf / dxTj
   2. 1fgsf] juL{s/0f (Knowledge Classification)
   3. k':tsfno lj1fgsf] k|d'v l;4fGtx?
   4. g]kfndf k':tsfnosf] Oltxf;
   5. g]kfndf k':tsfnosf] :j?k / ljsf;
   6. g]kfndf k':tsfnosf] l:ylt / g]kfnsf dxTjk"0f{ k':tsfnox? -s]lGb|o k':tsfno lq=lj=, /fli6«o k':tsfno, s]z/ k':tsfno, dbg k'/:sf/ k':tsfno, ;fj{hlgs k':tsfno\_
   7. k|sfzgu[xsf nflu k':tsfnosf] dxTj
2. **k':tsfno ;+rfngsf] sfo{ k|0ffnL ;DaGwL hfgsf/L** 
   1. k':tsfnodf k':ts k|flKt (Acquisition)
   2. k':tsfnodfk':ts 5gf}6 Pj+ v/Lb ug]{ t/Lsf
   3. k':ts btf{ ug]{ t/Lsf
   4. k':ts k|flKt tyf e'QmfgL ug]{ t/Lsf
   5. k':ts n]gb]g (Circulation)
   6. k':ts n]gb]g ug]{ ljlwx?
   7. u|Gy;"rL (Bibliography) sf k|sf/x?
   8. g]kfn /fli6«o jfª\do;"rL ;Dkfbg tyf k|sfzg ;DaGwL 1fg
   9. ;Gbe{ ;]jfsf] dxTj / cfjZos ;fdu|Lx?
   10. ;Gbe{ ;]jfsf] k|sf/
   11. ;Gbe{ ;fdu|L (Reference Service) sf] 5gf}6 k|lqmof
3. **k':tsfno ;+u7g tyf Joj:yfkg**
   1. k':tsfno ejgsf] ?k/]vf (Layout)
   2. k':tsfno sd{rf/L Joj:yf / k|lzIf0f
   3. k':tsfno jh]6 th'{df
   4. k':tsfnosf] ef}lts ;fwg / cGo pks/0fx?
   5. k':tsfno / cGo ;"rgf s]Gb|;+usf] ;DaGw
4. **juL{s/0f k|0ffnL (Classification System) / ;"rLs/0f k|0ffnL (Cataloguing System)**
   1. juL{s/0fsf] kl/efiff, l;4fGt, p2]Zo, cfjZostf / sfo{x?
   2. juL{s/0f k|0ffnLsf k|sf/x? – DDC (Dewey Decimal Classification) / CC (Colon Classification)
   3. ;"rLs/0fsf] kl/efiff, p2]Zo / cfjZostf
   4. ;"rLs/0fsf] ef}lts :j?k
   5. AACR/2 (Anglo American Cataloguing Rules/2) sf ljz]iftfx? / ;f] cg'?k ul/g] sfo{x?
5. **k':ts / kqklqsf Joj:yfkg** 
   1. kqklqsfsf] 5gf}6 k|lqmof / ;+sng Joj:yf
   2. kqklqsfsf] dxTj
   3. k':tssf] ;+/If0f ljlw Pj+ ;'/Iffsf pkfox?
   4. lhNbjGbL (Binding) sf] p2]Zo / cfjZostf
   5. lhNbjGbLsf] k|sf/
6. **k':tsfnodf ;"rgf tyf ;~rf/ k|ljlwsf] k|of]u** 
   1. k':tsfnodf sDKo"6/ k|of]u ;DaGwL ;}4flGts Pj+ Jojxfl/s 1fg
   2. >Jo b[Zo ;fdu|Lx?sf] ;+sng / k|of]u
   3. ljB'lto sf/f]jf/ P]]g, @)^#
   4. k|ltlnlk clwsf/ ;DaGwL P]g, @)%(
   5. Concept of E-library, Online database, CD-ROM database, Webpage design
   6. E-Library Management Software e.g. CDS/ISIS or WINISIS

o; kq÷ljifo lnlvt k/LIff of]hgf / k/LIff ;f]lwg] k|Zg ;+Vof b]xfo adf]lhd x'g] 5 .

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **kq** | **ljifo** | **k"0ff{Í** | **ptL0ff{Í** | **k/LIff k|0ffnL** | | **k|Zg;+Vof x cÍ** | **;do** |
| låtLo | ;]jf ;DaGwL | !)) | $) | ljifout | nfdf] pQ/ | % k|Zg x !% cÍ Ö &% cÍ | # 306f |
| 5f]6f] pQ/ | % k|Zg x % cÍ Ö @% cÍ |