



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

(शिक्षा मंत्रालय, भारत सरकार द्वारा स्थापित)

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(Estd. by Ministry of Education, Govt. of India)

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सूचना / NOTICE

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Pattern and Syllabus of written examination for the post of Junior Library Superintendent (Post Code – 04)

1. The written exam will be of 90 minutes duration.
2. The question paper will have 10 subjective questions wherein all questions are to be answered by the candidate.
3. Each question will be of 10 marks.
4. Candidate is required to answer each question upto a maximum length of 1 page.

Detailed syllabus

Library Science

Library Science Fundamentals

- History and development of libraries
- Library services and functions
- Library Organization and Management
- Library policies and procedures
- Collection development and management
- Preservation and conservation of library materials
- Bibliography and reference services

1. Information Retrieval and dissemination

- Principles of information retrieval
- Information retrieval systems and techniques
- Information Retrieval and document delivery
- Cataloging and classification
- Search engines and web search

- Indexing and abstracting
- Bibliographic control
- Information Sources and services
- Print and electronic resources
- Reference materials and services

2. Library trends and Technology

- Library automation and integrated Library systems
- Digitalization and digitization
- Data Migration and data conservation
- Electronic resources and services
- Social media and libraries
- Open source software for libraries
- Library standard, MARC21, AACR2, RDA etc.
- Web based library services

3. Digital Libraries

- Overview of Digital Libraries
- Architecture of digital libraries
- Digital libraries and repositories
- Digital library software and tools
- Digital library services and application
- Metadata and indexing
- Digital Transformation
- Use of machine learning in libraries

4. Computers and Networking in libraries

- Library networks (OCLC, INFLIBNET, DELNET, etc.)
- Operating system and file management
- Computer networks
- Networking concepts and technologies
- Networking protocols
- Internet and intranet technology for libraries
- Web applications for libraries

5. Library Ethics and Issues

- Ethics in library and information science
- Intellectual property rights
- Privacy and confidentiality
- Professional development and continuing education

6. Information literacy

- Overview of information literacy
- Skills and competencies
- Reference management tools

Reasoning and Mental ability syllabus

1 Verbal Reasoning

- Analogies
- Classification
- Series Completion
- Coding-Decoding
- Blood Relations
- Direction Sense Test
- Alphabet Test
- Number, Ranking & Time Sequence
- Mathematical Operations
- Logical Sequence of Words
- Arithmetical Reasoning

2 Non-Verbal Reasoning

- Series
- Analogy
- Classification
- Analytical Reasoning
- Mirror Images
- Completion of Incomplete Pattern
- Figure Matrix
- Rule Detection

3 Logical Reasoning

- Statement and Assumption
- Statement and Conclusion
- Statement and Argument
- Cause and Effect
- Assertion and Reason
- Courses of Action
- Decision Making
- Input-Output

4 Quantitative Aptitude

- Number System
- HCF and LCM
- Decimal Fractions
- Simplification
- Square roots and Cube roots
- Average
- Ratio and Proportion
- Time and Work
- Percentage
- Profit and Loss
- Simple and Compound Interest
- Mensuration
- Data Interpretation
- Time and Distance

General knowledge syllabus

1 History

- Ancient and medieval history
- Modern history
- World wars
- Indian freedom struggle
- Major historical events and personalities

2 Geography

- Physical geography
- Political geography
- Indian geography
- World geography

3 Science and Technology

- Computer science and information technology

4 Current Affairs

- National and international news
- Government policies and initiatives
- Awards and honours
- Sports events and personalities
- Economic developments
- Important Days and events

5 Politics and Governance

- Indian Constitution and polity
- Political parties and leaders
- International relations
- Public administration and governance

English Syllabus

1 Grammar

- Parts of speech
- Tenses
- Active and passive voice
- Direct and indirect speech
- Articles and determiners
- Prepositions and conjunctions
- Sentence structure and types

2 Vocabulary

- Synonyms and antonyms
- Homonyms and homophones
- Idioms and phrases
- One-word substitutions
- Word formation and spelling
- Reading Comprehension
- Understanding and interpreting written texts
- Skimming and scanning techniques
- Identifying main ideas and supporting details
- Drawing inferences and conclusions

3 Writing Skills

- Paragraph writing
- Essay writing
- Letter writing
- Precis writing
- Report writing