

ANNEXURE-III

SCHEME OF EXAMINATION

Written Examination (Objective Type)	No. of Questions	Duration (Minutes)	Maximum Marks
Paper-I: General Studies And General Abilities	150	150	150
Paper-II: Library & Information Science (M.Li.Sc. Level)	150	150	300*
* Paper-II: Each Question carries two marks			
TOTAL			450

Name of the Papers	Language Of Examination
Paper-I: General Studies and General Abilities	Bilingual i.e., English and Telugu
Paper-II: Library & Information Science (M.Li.Sc. Level)	English Only

SYLLABUS

PAPER-I: GENERAL STUDIES AND GENERAL ABILITIES

1. Current affairs – Regional, National and International.
2. International Relations and Events.
3. General Science; India's Achievements in Science and Technology.
4. Environmental issues; Disaster Management- Prevention and Mitigation Strategies.
5. Economic and Social Development of India and Telangana.
6. Physical, Social and Economic Geography of India.
7. Physical, Social and Economic Geography and Demography of Telangana.
8. Socio-economic, Political and Cultural History of Modern India with special emphasis on Indian National Movement.
9. Socio-economic, Political and Cultural History of Telangana with special emphasis on Telangana Statehood Movement and formation of Telangana state.
10. Indian Constitution; Indian Political System; Governance and Public Policy.
11. Social Exclusion; Rights issues such as Gender, Caste, Tribe, Disability etc. and inclusive policies.
12. Society, Culture, Heritage, Arts and Literature of Telangana.
13. Policies of Telangana State.
14. Logical Reasoning; Analytical Ability and Data Interpretation.
15. Basic English. (10th Class Standard)

PAPER-II: LIBRARY & INFORMATION SCIENCE (M.LI.SC STANDARD)

Unit-1: Foundations of Library and Information Science

Five Laws of library Science; Types of Libraries and their functions; Library Movement in Telangana, Important libraries in Telangana; Library legislation in India; Library Extension Services; Library Association in India, UK and USA - ILA, IASLIC, SIS, LA and ALA; National & International organizations promoting Library Development- RRRLF, NASSDOC, NISCAIR (CSIR-NIScPR), DESIDOC, IFLA and UNESCO

Unit-2: Information, Communication and Society

Data, Information and Knowledge; Information as a Resource / Commodity; Role of Information in Socio-Economic Development; Information Society, Knowledge Society; Knowledge Management; Information Life Cycle - Generation, Collection, Storage and Dissemination; Communication -Channels, Barriers; National Knowledge Commission; Intellectual Property Rights; Copyright; Right to Information Act; Scholarly Communication – Open Access; Open Educational Resources; Creative Commons

Unit-3: Information Sources

Source of information-Primary, Secondary and Tertiary; Documentary and Non-documentary; Reference Sources- Dictionaries; Encyclopaedias; Geographical Sources; Biographical Sources; Year Books / Almanacs, Directories and Handbooks; Statistical sources; Bibliographies, Union Catalogues, Indexing and Abstracting Periodicals; Serial Publications; E-Documents - e-Books; E-Journals; Databases- Bibliographic; Numeric; and Full text

Unit-4: Information Services

Information services- Bibliographic services, Indexing and Abstracting services, CAS, SDI, Document Delivery Services, Referral services; Online Services – Virtual Reference etc; User Education and User Studies; Information. Seeking Behaviour and Information Needs; Information Literacy.

Unit-5: Information Processing (Classification and Cataloguing)

Organization of knowledge/information; Modes of formation of subjects; Library classification-Canons, Laws and Principles; Notation & Mnemonics; Fundamental categories; Call Number; Common isolates; Library classification Schemes-DDC, UDC, and CC; Library Cataloguing-Canons, Laws and Principles; Library catalogue codes- CCC and AACR-II, RDA; FRBR; Bibliographic standards: ISBD, MARC, CCF, and MARC-21; Indexing Systems-Pre-Coordinate, Post-Coordinate; Vocabulary control - Thesaurus, Lists of Subjects Headings; Information Storage & Retrieval (ISAR): Search Strategies; Boolean Operators; Evaluation of ISAR Systems

Unit-6: Library Management

Management-Principles, Functions, Schools of Thought; Organizational Structure; Planning ; Decision making; Systems study-Analysis, evaluation and design; Collection Development (Books, Serials, Non-book, Material)- Principles of book selection; acquisition procedures; ISBN, ISSN; DOI; Maintenance; Preservation & Conservation; Human Resources Management; Financial Management-Resources generation, Budgeting, Cost and Cost-Benefit analysis; PERT, CPM; Library Buildings, equipment & furniture; Marketing information products and services; Total Quality Management (TQM); MIS

Unit-7: Fundamentals of Information Technology

Information Technology –Software and Hardware; storage devices; Software – Operating Systems ; Application Software; Client-Server Technology; Different types of Servers.; Communication Technology – Telecommunications; Modem; Router; Wi Fi; Transmission Media; Networking Concepts – Topologies- LAN, MAN, WAN; Communication Tools and Techniques – Fax, E-mail, Tele Conferencing, Video Conferencing, Voice Mail. Hyper Text and Hyper Media. Standards; Protocols and Formats; Interoperability; Internet Basics – WWW; Web Browsers; Search Engines; Internet Connectivity; Data Security- Computer Viruses.

Unit-8: Library Automation and Networks

Library Automation -Areas of Automation; Hardware and Software selection; OPAC; Resource Sharing and Library Networks-ERNET, NICNET, DELNET, INFLIBNET; OCLC; Library Consortia; Information systems- INIS, AGRIS, PUBMED, INSPEC; Software for Library Automation; Artificial Intelligence & Expert Systems; Social Media -Academic Social Networks

Unit-9: Digital Libraries

Digital Library Initiatives; Digitization – Software & hardware; Standards; File formats; Metadata; Digital Collection Management – e-books; e-journals; Databases; Electronic Thesis & Dissertations; Resource Discovery – Federated Search; Search engines; search tools & techniques; Digital Rights Management, copyright & plagiarism

Unit-10: Research Methodology

Types of Research; Research Process; Research Design; Scientific Method – Spiral of Scientific Method; Hypothesis, Data Collection; Sampling techniques; Methods of Research-Historical , Case Study, Survey, experimental method etc.; Data Analysis & Interpretation; Citation Style Guides / Manuals; Reference Management Software- End Note, Zotero, Mendeley etc. Report Writing; Bibliometrics, Scientometrics and Webometrics, Altmetrics.

ANNEXURE – IV

INSTRUCTIONS TO CANDIDATES:

A) GENERAL INSTRUCTIONS TO CANDIDATES

- 1) Candidates are directed to follow the Commission's Website (<https://www.tspsc.gov.in>) regularly to know the latest developments regarding the Recruitment, dates of Examination, calling of candidates for verification of Certificates/ Medical Boards, Results etc.
- 2) The Hall Ticket must be presented for entry into the examination hall alongwith one original valid Photo identification card issued by Government i.e., Passport, Pan Card, Voter ID, Aadhaar Card, Government Employee ID or Driving License etc., without fail.
- 3) Candidates are strictly not allowed inside the Examination centre after closing the gate.
- 4) **EDIT OPTION TO THE CANDIDATES:** The applicants should follow the TSPSC website regularly to utilize the edit option to rectify the mistakes viz., Biodata particulars/Data corrections / Omissions etc., in the application, if the facility is given by the Commission. If the edit option facility is not utilized by the candidates, the TSPSC is not responsible and the data already available is treated as final. After the due date, Data corrections through Online/Paper representations or Corrections on the Nominal Rolls in the examination hall will not be accepted under any circumstances. No correspondence will be entertained in this matter.
- 5) There will be a common examination for Paper-I i.e., General Studies as decided by the Commission, whenever required.
- 6) The candidates must note that his/her admission to the examination is strictly provisional. The mere fact that an Admission to the examination does not imply that his/her candidature has been finally cleared by the Commission or that the entries made by the candidate in his/her application have been accepted by the Commission as true and correct. The candidates have to be found suitable after verification of original certificates; and other eligibility criteria. The Applicants have to upload his/her scanned recent colour passport photo and signature to the Application Form. Failure to produce the same photograph, if required, at the time of verification, may lead to disqualification.
- 7) The candidates are not allowed to bring any Electronic devices such as Smart / Mobile phones, Calculators, tablets, iPad, Bluetooth, pagers, watches to examination centre. Loaning and interchanging of articles among the candidates is not permitted in the examination hall and any form of malpractice will not be permitted in the exam hall.
- 8) The candidates are expected to behave in an orderly and disciplined manner while writing the examination. If any candidate takes away Answer Sheet of OMR based examination, the candidature will be rejected. In case of impersonation/ disorder/ rowdy behavior during Examination, cases shall be booked in the Police Station concerned, apart from disqualifying his /her candidature.
- 9) Candidates trying to use unfair means shall be disqualified from the selection. No correspondence whatsoever will be entertained from the candidates.