



## Bachelor of Library and Information Science

### Literature Survey based Report OR Library Survey based Report

Internship for students is an important component of the curriculum. It provides an opportunity to observe the working of a library and information centre. It helps the learners to apply their learning into the workplace. However, in situations where the learner does not have a library and information centre nearby or due to some unavoidable situations cannot undergo an internship, s/he can opt for one of the below two mentioned alternatives.

- Literature Survey based Report

OR

- Library Survey based Report

#### (A) Literature Survey based Report

Literature forms the basis of any scholarly writing. Hence, it is important for the learners to learn and write a literature survey based report. There are three types of sources, viz, primary, secondary and tertiary. While undertaking a literature survey you would need to use all of these. For choosing a topic for a literature survey also need to refer to the literature. Moreover, it should be an area of your interest. Some of the illustrative areas from which you can choose are as follows:

- Libraries- Changing Trends
- Digital Libraries, Institutional Repositories
- Artificial Intelligence Applications in Libraries
- Information Resources- OA, OER
- Digital Information Services
- E- resources
- NEP 2020 and Libraries

You may use the following broad structure for the report:

1. Introduction
2. Aims and Objectives
3. Scope and Limitations
4. Themes and Subthemes (Mention themes and subthemes related to your topic).
5. Discussion and Criticism
6. Conclusion
7. References and Bibliography- References need to be provided as per APA standards.

You may prepare a report of about 5,000 words. Please note that your report will be checked for plagiarism at the time of evaluation. It should not exceed a limit of 10%.

#### **(B) Library Survey based Report**

The purpose of an internship is to give you an opportunity to be aware and acclimatize yourself to real work in a library and information centre. As an option if you undertake a library survey, it should be done in a structured format with the purpose to know and present the following about the library:

- History
- Mission and Objectives
- Organisational Structure
  - Place of Library in the Organisation
  - Sections
- Collection
  - Print
  - Electronic
- Services Provided
  - On-campus
  - Off-campus/ Outreach
- Collaboration with other organisations/ Networking/ Networks
- Staff
- Website
- Social Media Presence

You may choose a library for a survey which has viability in view of the above points of description. It should have been established for at least five years to allow scope for study. Please note that you have to present a report on the above lines for **FIVE** libraries.

An illustrative list of the libraries is as follows:

1. National Library
2. University Library
3. Library of an institution like- IIT, IIM, NIT, IISER or an institution of national repute

You may prepare a report of about 5,000 words. Please note that your report will be checked for plagiarism at the time of evaluation. It should not exceed a limit of 10%.

**Evaluation:** Evaluation of the literature survey-based report and library survey-based report will be done on the basis of your report submitted (70%) and viva voce (30%).

