Syllabus for the Recruitment Examination

Sl. No.	Exam	Syllabus	Marks
1	**Library & Information Assistant, NIEPVD, Dehradun**	**Section-I** Basic Mathematic Skills Quantitative Aptitude General Knowledge/General Awareness Reasoning, General Intelligence-Verbal, Non-Verbal Language Proficiency-English Comprehension Grammar Hindi- Comprehension Grammar Administration/Administrative Skills-Reservation Rules, CCS-CCA, Establishment, Polity Computer Literacy	**Total -100 Marks** **Total -100 Marks**
		Section-II **Library Science:** **Classification Systems**: Dewey Decimal Classification (DDC), Colon Classification, Library of Congress Classification **Cataloguing** : AACR2 rules, MARC records, different types of catalogues **Library Operations**: Circulation procedures, shelf reading, stock verification **Reference Services**: Reference tools, information retrieval techniques **Library Management Systems (LMS):** basic functions and features of library automation software **Information Sources:** Types of libraries, different information sources like books, journals, databases **Library Laws and Ethics**: Copyright laws, library user rights **Resource Sharing, And Networks**: Resource sharing, Library networks in India, Library consortia DELNET, INFLIBNET, NICNET, INDEST, INFONET, N-LIST	
		Gross Total	**200 Marks**
		Section-III **Braille Knowledge/ proficiency Skill Test (The skill test will be qualifying in nature):** Braille Knowledge Testincluding Reading & Writing in Braille (In Hindi & English) Will be	**Total- 20 Marks**

		conducted at the Institute. (Minimum qualifying marks will be 5 marks out of 20 marks)	