

FUNDAMENTALS OF LIBRARY SCIENCE



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Kripa Drishti Publications, Pune.

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Book Title: Fundamentals of Library Science

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Price: ₹599

1st Edition

ISBN: 978-81-19149-20-9



Published: Oct 2021

Publisher:



Kripa-Drishti Publications

A/ 503, Poorva Height, SNO 148/1A/1/1A,
Sus Road, Pashan- 411021, Pune, Maharashtra, India.

Mob: +91-8007068686

Email: editor@kdpublishations.in

Web: <https://www.kdpublishations.in>

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PREFACE

Libraries are democratic institutions that exist for the enjoyment and benefit of all. As a result, the best strategies for promoting library use have received a lot of attention in recent years. How can libraries entice more people to visit? How can all classes have access to the facilities for using them? The best ways to help people who want to use libraries and time-saving strategies for readers and library staff are a couple of the issues that need to be addressed.

S. R. Ranganathan outlined the fundamentals of running a library system in his 1931 theory, “**The Five Laws of Library Science**” The laws are widely acknowledged as the cornerstones of the philosophy of many librarians from around the world. According to Ranganathan's *The Five Laws of Library Science*, these rules are as follows:

1. Books are for use.
2. Every person his or her book.
3. Every book its reader.
4. Save the time of the reader.
5. A library is a growing organism.

The purpose of the **Fundamental of Library Science** Book is to cultivate students' capacity for critical thought, particularly with regard to the objectives of libraries and information centres. in order to prepare students for careers in libraries and information services. to teach students how to manage information resources (both printed and digital). to make information sources easier to provide and access. to teach students how to access, manage, service, and archive information using information technology tools and techniques. to advance library and information science's current state of knowledge through extension, research, and publication efforts.

Abbreviations

Action for Development Libraries Programme (ALP)

American Library Association (ALA)

Associate of the Library Association (ALA)

Association of Special Libraries and Information Bureaux (ASLIB)

Bank for International Settlements (BIS), the Council of Europe (COE)

CD-ROM (Computer Disc-Read Only Memory)

Chartered Institute of Library and Information Professionals (CILIP)

Common Wealth Library Association (COMLA)

Conference of Allied Ministers of Education (CAME)

Copyright and Other Legal Matters (CLM)

Current Awareness Service (CAS)

Current Awareness Service (CAS)

Curriculum Development Committee (CDC)

Distance Education Council's (DEC)

District Youth Resource Centre (DYRC)

Educational and Cultural Organisation (ECO)

Electronic Information for Libraries (EIFL)

Emerging Trends and Technologies in Libraries and Information Services (ETTLIS)

European Bureau of Library, Information, and Documentation Associations (EBLIDA)

Fellow of the Library Association (FLA)

Headquarters (HQ)

Human Development Index (HDI)

Indian Association of Special Libraries and Information Centres (IASLIC)

Indian Association of Teachers of Library and Information Science (IATLIS)

Indian Institute of Library and Information Science (ILIS)

Indian Library Association (ILA)

Indian National Bibliography (INB)

Information And Communication Technology (ICT)

Information and Communications Technology (ICT)
Information Communication Technology (ICT)
International Criminal Police Organisation (INTERPOL)
International Federation of Library Associations (IFLA)
International Federation of Library Associations (IFLA)
International Labour Organisation (ILO)
Joint Council of Library Associations of India (JOCLAI)
Library and Information Management (LIM)
Library and Information Science (LIS)
Local Library Authority (LLA)
Master of Management of Library and Information Science (MMLIS)
National Knowledge Commission (NKC)
Non-Governmental Organisations (NGOs)
Online Public Access Catalog (OPAC)
Organisation for Security and Cooperation in Europe (OSCE)
Preservation and Conservation (PAC)
Satinder Kaur Ramdev Memorial Trust for Advancement of Librarianship
(SATKAL)
Selective Dissemination of Information (SDI)
Special Libraries Association (SLA)
State Library Planning Committee (SLPC)
United Kingdom (UK)
United Nations (UN)
United Nations Educational, Scientific, and Cultural Organisation (UNESCO)
United Nations Educational, Scientific, and Cultural Organisation (UNESCO)
University Grants Commission (U.G.C)
University Grants Commission (UGC)
World Intellectual Property Organisation (WIPO)
World Summit on the Information Society (WSIS)

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Pune - 411021, Maharashtra, India.
Mob: +91 8007068686
Email: editor@kdpublications.in
Web: <https://www.kdpublications.in>

Price: ₹ 599

ISBN: 978-81-19149-20-9



9 788119 149209