

Nepal Open University  
Faculty of Social Sciences and Education  
Manbhawan, Lalitpur

## **DLIM Curriculum Synopsis**

### **1. Introduction**

Diploma in Library and Information Management is the course designed to produce human resources which will be capable to manage information and library resources. Concerning the growing number of public and private libraries and information centers, NOU has designed the Diploma in Library and Information Management course.

### **2. Learning Outcomes:**

At the end of the course, the students will be able to-

- understand of the library management system
- manage the libraries of various kinds and sizes
- acquire the skills to manage the information
- identify the up-to-date library techniques and technologies.
- demonstrate their (learners) ability to use library resources

### **3. Learning Strategies**

All courses will be delivered using web-based learning management systems (LMS), currently TEAMS and Moodle. Teachers and students will meet virtually via the LMS platform for regular classes at least once every week for sixteen weeks. Students are also expected to spend a substantive number of additional hours on extra-classroom activities, mainly to complete reading and writing assignments.

Our virtual classes are comparable to traditional classes. The LMS system provides a lot of digital tools to make the classes even more effective. Apart from meeting regularly in the virtual classes, students, faculty members and administrators will also meet face-to-face for the purpose of course orientation, mid-term review and final exam.

**4. Learning Resources:** Books, audio/video, online resources, etc.

**5. Eligibility**

The minimum qualification required to apply for the program will be +2 in any discipline with minimum 2<sup>nd</sup> division or CGPA 2.7 in scale of 4.

**6. Course Duration:** Course duration for DLIM program will be of one year spread over two semesters.

**7. Curriculum Framework:**

**Semester I (Core Courses): 15 Credits**

S.N.	Title of the Course	Credit Hours
1.	Foundation of Library & Information Science	3
2.	Library Organization	3
3.	Information Sources and Services	3
4.	Knowledge Organization (Theory+ Practical)	3
5.	Information Technology in Information Centers (Theory + Practical)	3

**Semester II (Core Courses): 15 Credits**

S.N.	Title of the Course	Credit Hours
1.	Library Management	3
2.	Reference Sources and Services	3
3.	Document Description(Theory + Practical)	3
4.	Information Science	3
5.	Internship	3

**8. Examination Systems (Assessment and Evaluation)**

***Internal Examinations***

- Online and offline tests will be used to assess the learners' achievements in a course. The assessment is divided into two levels: Internal and External. The internal assessment will be in nature of formative evaluation. However, the assessment of their progress throughout the semester will be the part of summative evaluation.
- The **40%** of the assessment will be covered by the internal assessment and **60%** by the external assessment.
- The internal examination covers the 40% of the total weightage of the scores or grade. This examination will be conducted by the concerned course professor/tutor. The concerned

faculty can develop the specification grids including the following learning domains: knowledge, skills, comprehension, application, critical and creative thinking skills. The components of Internal Assessment can be e-portfolio, participation, and presentation. The Internal Assessment of special learners (differently abled, and special circumstances (prisoners and learners in rehabilitation centers) shall be managed by the Deans Offices. Internal Assessment marks should be in whole number (integers). In cases of fractional numbers, it will be rounded up to the nearest whole number (for instance, 31.xx will be increased to 32.00).

### **Internal Assessment Scheme**

**The components of Internal Assessment will be as follows:**

S.N.	Components	Marks Distributio n	Assessment tests/tools
1.	e-Portfolio	30	Written assignment, Quiz, Forum, etc.
2.	Participation	5	Face-to-Face, Moodle, etc
3.	Presentation	5	Face-to-Face/Online mode
	Total	40	

### **External Assessment Scheme (on the basis of online mode)**

Exam type	Load
Time-bound Take Away Exam	36
Interview	18
Process Evaluation	6

### **Provision of NQ (“Not Qualified”) Status**

Students failing to secure pass marks in the Internal Examinations will be considered “Not Qualified” to attend the Semester-End Examinations. Students having NQ status will also have to re-register the course and must duly complete all in-semester evaluation processes to appear in a Semester-end examination.

### **Grading System:**

Nepal Open University adopts a four-point (4.0) absolute letter grading system i.e. at each of the levels, the grading system will be from 0 to 4. Types and ranks of letters, their grade points, their equivalent mark ranges and their nomenclatures are given below:

Letter Grade	Grade Point	Marks Range in Percent	Remarks
A	4	$\geq 90$	Outstanding
A-	3.7	80 to $<90$ $\geq 80$	Excellent
B+	3.3	70 to $<80$	Very Good
B	3	60 to $<70$	Good
B-	2.7	50 to $<60$	Satisfactory
C+	2.4	40 to $<50$	Pass
F	Below 2.4	$<40$	Fail