



# V.V.GIRI GOVT. KALASALA

**DUMPAGADAPA, W.G.Dist., (via) AKIVIDU - 534 235**

Accredited by NAAC @ B+

**College Code : AKNU323**



Dr. K. SUJATHA, M.Sc., Ph.D.,  
PRINCIPAL  
Cell : 9440230091

E-mail : gdcdumpagadapa.jkc@gmail.com  
Website : www.dumpagadapa.ac.in

## CIRCULAR

Dt:28.10.2022

Ref: Minutes of the meeting of the IQAC point 4 held on 12.10.2022

As per the reference cited above, our college IQAC resolved to approve the following certificate course for the following Telugu & English departments given in the table below. It has approved the course syllabus, course duration from 30-40 hours to be finished with in 3 months i.e (November, 2022 to January, 2023), Brochure to be circulated course and exam to be conducted, attendance and marks statement to be maintained and certificate of completion to be provide at the end of the course.

S.No.	Name of the department	Title of the certificate course	Course code	Remarks
1	Telugu	Journalism	TEL-CC-JLS	
2	English	Communicative English	ENG-CC-CE	
3	Library Science	Library & Society	LB-CC-LS	
4	Physical Education	Yoga for health and wellness	PED-CC-YHW	

*K. Sujatha*

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Website : [www.dumpagadapa.ac.in](http://www.dumpagadapa.ac.in)

## STUDENT ENROLLMENT LIST

Name of the department: Library Science

Duration of the course: 37 hrs

Title of the certificate course: Library & Society

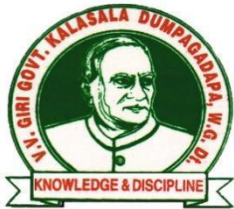
Course code: **LB-CC-LS**

S.no	Name of the student	Class	Roll number	Signature
1	Ch Renuka	1 <sup>st</sup> B.A	223236201001	Ch. Renuka
2	Ch Surya Kumari	1 <sup>st</sup> B.A	223236201002	Ch. Surya Kumari
3	G Lakshmi Durga	1 <sup>st</sup> B.A	223236201003	G. Lakshmi Durga
4	G Sobha Rani	1 <sup>st</sup> B.A	223236201004	G. Sobha Rani
5	K Naveen Kumar	1 <sup>st</sup> B.A	223236201005	K. Naveen Kumar
6	K Jerisha	1 <sup>st</sup> B.A	223236201006	K. Jerisha
7	K Rani	1 <sup>st</sup> B.A	223236201007	K. Rani
8	Md Rehana	1 <sup>st</sup> B.A	223236201008	M.D Rehana
9	M Noha Parminash	1 <sup>st</sup> B.A	223236201009	M.N. Parminash
10	N Raju	1 <sup>st</sup> B.A	223236201010	N. Raju
11	Sk Ahmad Bibi	1 <sup>st</sup> B.A	223236201011	Sk. Ahmed Bibi
12	V Madhavi	1 <sup>st</sup> B.A	223236201012	V. madhavi

V. P. Raju

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## **FOUNDATIONS OF LIBRARY AND LIBRARY MANAGEMENT**

### **PAPER-I BLISc SYLLABUS**

#### **UNIT-I**

#### **LIBRARY AND SOCIETY:**

1. Kinds of libraries, five laws of library Science: Library moments in Andhra Pradesh  
Library legislation in India with Special reference to Andhra Pradesh.

#### **UNIT-II**

#### **PROFESSIONAL ASSOCIATIONS:**

2. Library Education in India. Role of National Organization ILA, ITALIS, RRRLF and UNESCO.

#### **UNIT-III**

#### **MANAGEMENT PRINCIPLES AND FUNCTIONS**

- 3.. Manpower Requirements staff formula-Job Analysis

#### **UNIT-IV**

#### **LIBRARY BUILDING**

3. Furniture and Equipment Library Budget

#### **UNIT-V**

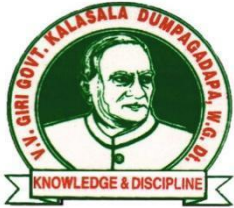
#### **CIRCULATION AND MAINTENANCE**

5. Circulation work and Methods-stock verification and weeding of collection

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Name of the department: Library Science

Duration of the course: 37 hrs

Title of the certificate course: Library & Society

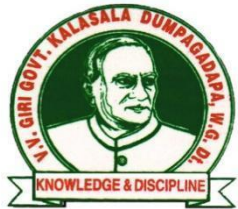
Course code: LB-CC-LS

CERTIFICATE COURSE ON: LIBRARY & SOCIETY																																										
S.NO	NAME OF THE STUDENT	NOVEMBER																												DECEMBER												
		3	4	5	7	9	10	11	14	15	16	17	18	19	21	22	23	25	26	29	30	1	2	3	5	6	7	8	12	13	14	15	17	19	20	21	22	23				
1	Ch Renuka	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
2	Ch Surya Kumari	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
3	G Lakshmi Durga	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
4	G Sobha Rani	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
5	K Naveen Kumar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
6	K Jerisha	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
7	K Rani	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
8	Md Rehana	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
9	M Noha Parminash	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
10	N Raju	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
11	Sk Ahmad Bibi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
12	V Madhavi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			

*V. P. Rao Refu*

*K. Sujatha*

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## **FOUNDATIONS OF LIBRARY AND LIBRARY MANAGEMENT**

### **PAPER-I BLISc QUESTION PAPER**

#### **COURSE OUTCOMES :**

1. Create Awareness On Types Of Libraries And Role Of Library In Society
2. Develops reading habit in the library
3. Develops management skills
4. How to verified in stock verification in library

#### **ANSWER THE ALL QUESTIONS GIVEN BELOW:**

**MARKS: 5X5=25**

1. Explain five laws of Library Science
2. Explain Role of RRRLF
3. Describe Management and Leadership
4. Explain Library Budget and Annual Report.
5. Explain methods of stock verification.

*V. Thano Refu*

*K. Sujatha*

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## Exam-Absentee statement

Name of the department: Library Science

Duration of the course: 37 hrs

Title of the certificate course: Library & Society

Course code: LB-CC-LS

S.no	Name of the student	Roll number	Signature of the student
1	Ch Renuka	223236201001	Ch. Renuka
2	Ch Surya Kumari	223236201002	ch. surya Kumari
3	G Lakshmi Durga	223236201003	Gr. Lakshmi Durga
4	G Sobha Rani	223236201004	Gr. Sobha Rani
5	K Naveen Kumar	223236201005	K. Naveen Kumar.
6	K Jerisha	223236201006	K. Jerisha
7	K Rani	223236201007	K. Rani
8	Md Rehana	223236201008	Md. Rehana
9	M Noha Parminash	223236201009	MN. Parminash.
10	N Raju	223236201010	N. Raju
11	Sk Ahmad Bibi	223236201011	SK. Ahmadh Bibi
12	V Madhavi	223236201012	v. madhavi

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## Student Marks Statement

Name of the department: Library Science

Duration of the course: 37hrs

Title of the certificate course: Library & society

Course code: **LB-CC-LS**

S.no	Name of the student	Class	Marks obtained	Remarks
1	Ch Renuka	1 <sup>st</sup> B.A	20	Passed
2	Ch Surya Kumari	1 <sup>st</sup> B.A	23	Passed
3	G Lakshmi Durga	1 <sup>st</sup> B.A	21	Passed
4	G Sobha Rani	1 <sup>st</sup> B.A	23	Passed
5	K Naveen Kumar	1 <sup>st</sup> B.A	19	Passed
6	K Jerisha	1 <sup>st</sup> B.A	20	Passed
7	K Rani	1 <sup>st</sup> B.A	22	Passed
8	Md Rehana	1 <sup>st</sup> B.A	23	Passed
9	M Noha Parminash	1 <sup>st</sup> B.A	21	Passed
10	N Raju	1 <sup>st</sup> B.A	22	Passed
11	Sk Ahmad Bibi	1 <sup>st</sup> B.A	21	Passed
12	V Madhavi	1 <sup>st</sup> B.A	22	Passed

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## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR. MRS. CH.LAKSHMI DURGA

CLASS: 1<sup>ST</sup> B.A REGISTERED NO: 223236201003 HAS SUCCESSFULLY COMPLETED

A CERTIFICATE COURSE OF 37 HOURS ON "LIBRARY & SOCIETY" CONDUCTED BY

DEPARTMENT OF LIBRARY SCIENCE FROM 03-11-2022 TO 23-12-2022

*V. Thirumala Rao*  
COURSE CO-ORDINATOR

*Chiranjeevi Anil Duni*  
IQAC CO-ORDINATOR

*K. Sujatha*  
PRINCIPAL  
V.V. Giri Government Kalasala  
DUMPAGADAPA  
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## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR. MRS. CH.RENUKA

CLASS: 1<sup>ST</sup> B.A REGISTERED NO: 223236201001 HAS SUCCESSFULLY COMPLETED

A CERTIFICATE COURSE OF 37 HOURS ON "LIBRARY & SOCIETY" CONDUCTED BY

DEPARTMENT OF LIBRARY SCIENCE FROM 03-11-2022 TO 23-12-2022

*V. Thirumala Rao*  
COURSE CO-ORDINATOR

*Chiranjeevi Anil Duni*  
IQAC CO-ORDINATOR

*K. Sujatha*  
PRINCIPAL  
V.V. Giri Government Kalasala  
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## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR. MRS. CH.SURYA KUMARI

CLASS: 1<sup>ST</sup> B.A REGISTERED NO: 223236201002 HAS SUCCESSFULLY COMPLETED

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*V. Thans Refu*  
COURSE CO-ORDINATOR

*Chigga Anil Dni*  
IQAC CO-ORDINATOR

*K. Sujatha*  
PRINCIPAL  
V.V. Giri Government Kalasala  
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## CERTIFICATE OF COMPLETION

THIS IS TO CERTIFY THAT MR. MRS. G.SOBHA RANI

CLASS: 1<sup>ST</sup> B.A REGISTERED NO: 223236201004 HAS SUCCESSFULLY COMPLETED

A CERTIFICATE COURSE OF 37 HOURS ON "LIBRARY & SOCIETY" CONDUCTED BY

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*V. Thans Refu*  
COURSE CO-ORDINATOR

*Chigga Anil Dni*  
IQAC CO-ORDINATOR

*K. Sujatha*  
PRINCIPAL  
V.V. Giri Government Kalasala  
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