

04.03.01.01.Syllabus to the Open Competitive Examination

Library Science

(1) Libraries and Librarianship :

- (a) Libraries and history of Libraries, Main Libraries of the modern and ancient world.
- (b) Origin and evolution of the art of writing and other written media including books.
- (c) Origin of printing technology, expansion and the influence of the printing technology on Libraries and the subject of social development.
- (d) Types of Libraries.
 - (i) Special Libraries.
Structure, functions and services of Libraries in the institutions such as Ministries, Departments and cooperation's and Research Libraries.
 - (ii) Academic Libraries.
Structure, functions and service of Libraries in universities and other higher educational institutions.
 - (iii) School Libraries.
 - (vi) Public Libraries.
 - (v) Libraries in Pirivenas, Temples and Libraries in other religious Institutions/monasteries.
- (e) Necessity, significance and role of Library Committees.
- (f) Organizations of professionals in relation to Library field and functions of such organizations (National and international levels) (Sri Lanka, India, America, Great Britain.).
- (g) Buildings of Libraries : Planning and other aspects to be considered.
Establishment of a Library in an existing building, organization or improvement.
- (h) Conservation and preservation of Library equipment.
- (i) Disaster and Disaster Management.

(2) Organization of information and knowledge:

- (a) Objective and benefits of Book classification.
- (b) main classification methods applied in the Libraries in Sri Lanka ; Dewey decimal classification, Universal Decimal classification.
- (c) Objectives of cataloguing, Anglo American cataloguing rules (AACR).
- (d) Bibliographical Description.
- (e) Compilation of entries using AACR-2.

(3) Library Resources and information services:

- (a) Various Library Resources.
- (b) Improving collections, Policies for improving collection and importance.
- (c) Acquisition process including selection of Library Resources :
 - (i) Principles and sources of the selection of library resources ;
 - (ii) Technological services including acquisition process, processing ;
 - (iii) Stock Taking, and weeding process.
- (d) Publishing, copy right and censorship.
- (e) Current Awareness Services.
- (f) Awareness program for readers.
- (g) Public relations and Publicity for Libraries.

(4) Information Communication Technology:

- (a) Application of computer technology in Libraries, significance and productivity of information technology in Library activities and functions

Intelligence Test:

This paper will be designed to assess the candidates' capacity for comprehension, Quantification and perception of time space relations by measuring candidates inference, and responses to problems presented in verbal, numerical and spatial contexts.

General Knowledge:

This paper will be designed to assess the candidates awareness and understanding of social, cultural, educational, political, economic and any other relation factors operating at National, regional and global environment of organizations as well as our society and also to assess general knowledge of candidates in Library Science and the library field

04.03.01.02. Syllabus to the Limited Competitive Examination

Library Science :

(1) Libraries and Librarianship :

- (a) Libraries and history of Libraries.
- (b) Reader Services.
- (c) Commencement and evolution of books, various documents and non printed media.
- (d) Organizations of professionals :
 - (i) Sri Lanka Library Association.
 - (ii) American Library Association and British Library Association.
- (e) Types of Libraries :
 - (i) Libraries in schools and Academic institutions.
 - (ii) Libraries in Ministries and departments of the government.
 - (iii) Public Libraries.
- (f) Library committees.
- (g) Conservation and Preservation.

(2) Knowledge and organizations of Information :

- (a) Classification of books and objective and benefits of the same
- (b) Basic rules of classification of books
- (c) Dewey decimal classification
- (d) cataloguing and objectives of cataloguing
- (e) Anglo American Cataloguing Rules - 2
- (f) Entries and books description
- (g) Types of catalogues

(3) Library Resources and Information Services :

- (a) Various Library Resources
- (b) Selection of Library Resources and the selection process
- (c) Acquisition and Acquisition process
- (d) Processing

(e) Board of Survey and Weeding process

(4) Information Communication Technology

(a) Effects of information Technology or Library Services

Intelligence Test :

This paper will be designed to assess the candidates' capacity for comprehension, Quantification and perception of time space relations by measuring candidates' inference and responses to problems presented in verbal, numerical and spatial contexts.

General knowledge :

This paper will be designed to assess the candidates awareness and understanding of social, cultural, educational, political, economic and any other relative factors operating at National, regional and global environment of organizations as well as our society and also to assess general knowledge of candidates in Library science and the library field.

