

## **STUDENT SUPPORT SERVICE**

### ***Open Learning Development Centre (OLDC)***

The Department of Distance & Continuing Education, Campus of Open Learning has established an Educational Technology Lab, Open Learning Development Centre (OLDC) as a resource Centre at Academic Research Centre, Opp. GTB Khalsa College, University of Delhi, Delhi-110007. It has been providing technical and resource support to develop not just basic skills but also advanced expertise in the field of Distance and Open Education. OLDC has laboratories for audio-video e-content development. There is a well-equipped studio which contains all the modern equipment to address the present needs of open and distance education/online education.

### ***Computer Laboratory***

The SOL has the computer laboratory for BLISc and MLISc computer practical sessions. All the computers are well-connected with the university's dedicated Internet connection through a Local Area Network (LAN).

### ***Audio- Visual Aids***

A plethora of efforts are consistently made to develop student-friendly audio/video study/support materials. The students are facilitated with online lectures on the SOL's website, itself.

### ***Library***

SOL has a resourceful library at the main campus for the students. The library has a very good collection of textbooks, magazines, general books, journals and reference books. The following services/facilities are provided in the library:

- Registration & Renewal of membership
- Lending service
- Reference Service
- Reading Room facility
- Book Bank facility
- N-List (National Library and Information) Services
- DELNET (Developing Library Network) Services
- EOC (Equal Opportunity Cell) for visually impaired students
- Web OPAC Service

The book/books are issued for a fortnight (15 days) only. The timings of the Library (subject to change) are as follows:

**09.00a.m. to 5.30 p.m.: (Except Sundays and holidays)**

Library Registration will be available between 09.00 a.m. to 5.30 p.m. on all working days.

All students are advised to get themselves registered with the Library within TWENTY DAYS OF THE ALLOTMENT of their Admission number. Students can become members of the Library by submitting the fee receipt along with their Identity Card.

Students shall carry their Identity Card on every visit to be shown at the library gate. If this card is lost by the student, a duplicate can be obtained from the SOL on payment of Rs. 30/-. If any book(s) issued is/ are lost, the students will be required to replace it by the latest edition of the book(s).

Reference Books and Magazines are not issued under any circumstances.

- **Book Bank**

SOL has established a Students' Aid Fund to help economically weaker students in the form of text book/books or lump sum grants to defray the expenses of education. No stipend or scholarship shall be given out of this fund. The criteria for availing books from the book bank is the same as in the case of fee concession.

### ***Study Material***

- As per DEB guidelines, preparation and provision of providing the study material without any cost to all the students of Department/School is a mandatory requirement. Accordingly, the syllabus for such papers of the course is divided into a suitable number of lessons. These lessons are prepared by experienced teachers and cover the entire course prescribed by the University of Delhi. The soft copy of the study material is available on SOL Website. The printed study material is either sent by post or distributed at SOL.
- As per the directions of the competent authority, Rs. 400/- waive-off will be given towards the Admission Fees, to those students who do not opt for the study material in the paper form. However, the study material will still be available on SOL's website without any charges.
- An amount of Rs. 600/- will be charged from the students who wish to take study material in paper form, after having taken a rebate of admission if they have taken Rs. 400/- at the time of submission of admission fee.

### ***Academic Counselling Session (ACS)***

Academic Counselling Sessions conducted on Sundays/Gazetted holidays. Moreover, Department/School also conducts few batches on regular weekdays at their regional centres to provide maximum face to face counselling sessions to the students. Local students may be provided D.T.C. destination bus pass facility (Single Route) till end of the Examination from their residence to the Department/School (North Campus) or South and West Regional Centre.

### ***Project Activity***

In order to provide practical understanding of the subject, project activity is a mandate part of the BLISc and MLISc programme as it not only provides field exposure but also enhances the practical/field/research understanding of the learners.

### ***Identity Card***

Every student is required to have an Identity Card of the Department/School. The student can download the same from SOL website <https://sol.du.ac.in>.

### ***Student Counselling Facility***

Members of the teaching departments are available to solve the academic problems of the students on all working days as per schedule given on the website.

## **COURSES OFFERED**

The Department offers the following courses:

- **Bachelor of Library and Information Science (BLISc)**
- **Master of Library and Information Science (MLISc)**

### ***Learning Objectives of the Programme:***

The objectives of the course are:

- to disseminate knowledge of basic principles, philosophy and professional ethics of librarianship;
- to acquaint the students with skills for the processing of information, its organisation and retrieval;
- to aware the students of management of Library and Information Centres;
- to teach students about the activities and purposes of libraries and information centres in a changing social, cultural, technical, and economic environment;
- to provide fundamental computer knowledge and its application in library and information activities;