

ಪ್ರಾದೇಶಿಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ, ಮೈಸೂರು
क्षेत्रीय शिक्षा संस्थान, मैसूरु
REGIONAL INSTITUTE OF EDUCATION, MYSURU
(National Council of Educational Research and Training)

**CERTIFICATE COURSE IN SCHOOL LIBRARY
[CCSL]**

Programme with a focus on professional skills and competencies required for organization and management of school library in the digital environment



Offered by

REGIONAL INSTITUTE OF EDUCATION
(National Council of Educational Research and Training)
Manasagangothri,
Mysuru-570 006

ABOUT REGIONAL INSTITUTE OF EDUCATION, MYSURU (RIEM)

The Regional Institute of Education, Mysuru (RIEM), India, founded on August 1, 1963, is one of five such institutions established by the National Council of Educational Research and Training (NCERT), New Delhi. The RIEM caters to the educational needs of the southern states of Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Telangana and Union territories (Lakshadweep and Puducherry). Its main functions are developing curriculum and curricular materials, designing and organizing pre-service and in-service teacher education programmes, conducting and promoting educational research, acting as a clearing house for ideas and information on all matters relating to school education.

RIE LIBRARY

The Institute Library serves as a resource center to meet the needs of faculty, students, researchers and teacher educators of Southern States of India. It has over 83,000+ documents on various disciplines. The main collection of the library is in the field of Education, Teacher Education, Science Education, Social Science Education and Language Education. The collection comprises Books, Encyclopedias, Dictionaries, Atlases, Maps, Back Volumes of Journals, Annual Reports, Year books, Seminar & Conference proceedings, Educational Surveys & Reports, M.Ed. and Ph.D. dissertations and NCERT publications. The library is subscribed to several national and international journals both print and online. It also subscribes to important e-resources including ONOS, N-List, and NCERT E-Library. The library is fully automated using KOHA Open Source Software. The Online Public Access Catalogue (OPAC) is provided for easy searching and retrieval of library documents. The detailed information about the RIE Library is available at <https://riemysore.ac.in/about-library> and <https://libraryriem.weebly.com/>

ABOUT THE COURSE

Certificate Course in School Library (CCSL) is an online programme along with two face-to-face contact programmes of five (5) days each, designed for the target group working in the school education system as Teacher librarians, Library In-charge and Librarians in school libraries. This is a 20-credit course of Six months' duration organized under two modules. However, the registration for the programme is valid for a maximum period of two years. The programme is designed on e-Learning platform, wherein the major instructional inputs are provided online on the Moodle platform.

THE TARGET GROUP

- The Certificate Course in School Library is intended for the Librarians, Library In-charge, Teacher Librarians and Prospective librarians working in the State government and non-government private Schools.
- They may also be Librarians, Teacher Librarians and Library In-charges working in school education systems such as BRC, DIET, CTE, IASE and SIE/SCERT.

OBJECTIVES

The objectives of the Certificate Course in School Library are to develop essential professional skills and competencies among the participants to:

- Plan and acquire a relevant collection for the school libraries.
- Organize and manage the school library effectively and efficiently using ICT.
- Provide better library services to school children and teachers in the web environment.
- Nurture reading among school children and initiate collaborative learning.
- Promote the use of Web Resources among the school children and teachers.
- Organize Information literacy programmes for the benefit of students and teachers for the effective use of Digital and Web Resources.

DURATION

- The course is of six months' duration, structured into two modules. Each module includes a 5-day contact classes at the RIE Mysuru campus, while the remaining classes will be conducted online during weekends.
- Courses may also be spread out over a maximum period of Two years for those who could not complete course work within Six months.

ELIGIBILITY

- The candidates aspiring to join the certificate course should have a Bachelor's degree in any discipline with fair knowledge in computer and Internet.
- The Candidates must be working in the school education system of Southern states and UTs (Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Telangana, Lakshadweep and Puducherry).

REGISTRATION FEES

- Candidates working in non-government private Schools need to pay registration fee of Rs 3000/-
- No Registration fees for States / UTs deputed Candidates working in government schools.

NOTE

- Only candidates working in Non-Government Private schools in the States/UTs of Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Telangana, Lakshadweep and Puducherry are requested to fill the Online Application Form.
- Candidates working in State government schools of Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Telangana, Lakshadweep and Puducherry are Deputed by the School education department of the respective States/UTs.

APPLICATION FORM: <https://libraryriem.weebly.com/ccsl.html>

TRAVEL AND ACCOMODATION

- Travel allowance to all participants will be reimbursed upon submission of train tickets restricted to AC-3 tier/Sleeper booked through IRCTC, and bus tickets through the state road transport corporation as per NCERT Norms
- Accommodation facilities will be arranged to all participants by RIE Mysuru.

PROGRAM OUTLINE

The Certificate Course in School Library is organized under 2 modules, 6 blocks and 18 units.

Module	Blocks	Units
Module I: School Library: Collection, Organization and Management	Block CSL-01: Fundamentals of School Library	Unit 1: School Library: An Introduction
		Unit 2: School Librarianship: Roles, Responsibilities, Skills and Competencies
		Unit 3: School Library Infrastructure: Standards and Practices
	Block CSL-02: Collection Development in School Libraries	Unit 4: Collection Development: Principles, Policies and Procedures including Selection Tools
		Unit 5: Strategies and acquisition processes
		Unit 6: Print and Electronic Resources for a School Library
	Block CSL-03: School Library Organization and Management	Unit 7: School Library Management
		Unit 8: Classification, Cataloging and Physical Processing
		Unit 9: Introduction to School Library Automation
Module II: School Library: Activities, Services and Technologies	Block CSL-04: School Library Activities	Unit 10: Activities to inculcate and enhance Reading habits
		Unit 11: Collaborative Learning
		Unit 12: Promotion, Publicity and Advocacy
	Block CSL-05: Planning and Designing of School Library Services	Unit 13: School Library Services
		Unit 14: Introduction to Web based Library Services
		Unit 15: Library Instruction and Information Literacy
	Block CSL-06: Technologies for a School Library	Unit 16: Web based Tools for a School Library
		Unit 17: Blog and Social Networking for a School Library
		Unit 18: School Library Automation- practice

TRANSACTION METHODOLOGY

- The CCSL is offered as an online programme for the period of Six months.
- Participants will access specially designed learning materials via moodle/online.
- Participants are required to complete the assigned activities for each unit according to the instructions provided.

SCHEME OF EVALUATION:

Sl. No.	Items of Assessment	Weightage
1.	Formative Assessments (Objective)	100
2.	Online Quiz on the Blocks (2 Quiz X 10 marks X6 MCQs)	120
3.	Assignments (1 No. X10 marks X6)	60
4.	Portfolio Assessment = 60 marks	60
5.	Field Report = 100 marks (80 marks for Report + 20 marks for Presentation)	100
6.	Summative Assessment (Subjective)	100
7.	Classroom Participation (10marks X6)	60
	Total	600

**The Field Report shall be completed within 6 months i.e., within the stipulated time of the course.*

AWARD OF THE CERTIFICATE

The certificate shall be awarded at the end of the programme to those participants, who have fulfilled all conditions and requirements.

Award of grades and grade points shall be done in the following manner.

Letter Grade	Grade Point	Percentage Range
O (Outstanding)	10	≥80.00
A+ (Excellent)	9	70.00- 79.99
A (Very Good)	8	60.00- 69.99
B+ (Good)	7	55.00- 59.99
B (Above Average)	6	50.00- 54.99
C (Average)	5	45.00- 49.99
P (Pass)	4	40.00- 44.99
D (Promoted)	3	30.00- 39.99
F (Fail)	0	<30.00
Ab (Absent)	-	-

**A candidate obtaining Grade 'F' shall be considered failed and will be required to reappear in the Examination.*

CONTACT DETAILS

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