1. **Source of types of information:**
   a. Documentary sources.
   c. A/V and electronic sources.
   d. Human and institutional sources.

2. **Library and society:**
   a. Role of libraries in modern society.
   b. Types of libraries and their objectives.
   c. Laws of library science.
   d. Library association, UNESCO and IFLA

3. **Library cataloguing and classification:**
   a. Need, purpose and functions of library cataloguing and classification
   b. Forms of Catalogue DDC classification system
   c. Indexing of documents.
   d. On-line / automated classification system.

4. **Library information management**
   a. Scientific management of libraries
   b. Planning of space, furniture and human resources.
   c. Library committee, library rules
   d. Financial management

5. **Application of ICT in libraries:**
   a. Need of integrated library system
   b. Library management software based on open sources
   c. Networking, internet and website.
   d. Commercial and freely available databases.
   e. Use of computer technology in library management

6. **Role of libraries in education and research**
   a. Role of libraries in formal, informal and remote education
   b. Role of libraries in research
   d. Research methodology in library science.

7. **Library and information system and services in Nepal**
   a. Academic library system in Nepal.
   c. Bibliographic control mechanism in Nepal.
      - Nepal national union catalogue.
      - Nepalese national bibliographic.
   d. Information literacy in Nepal.