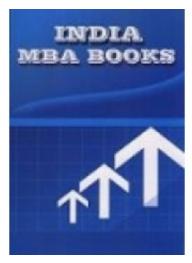
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UNIT-1: Concept, Need and purpose of Preservation and Conservation

Preservation Policy

Weeding out Policy of Library Materials

UNIT-2: Palm leaves and Birch Bark: Their Nature and Preservation

Preservation of Manuscripts, Books, Periodicals, Newspaper, Pamphlets

Preservation of Non-Book Materials: CDs, Tapes, Maps and globes, Microfilms

and Microfiches

UNIT-3: Digital Preservation: Meaning and scope.

Preservation of Digital data

Binding: Concept, Need and Types

UNIT-4: Environmental Hazards-Temperature, Humanity, Water, Light, Air-Pollution,

Smoke and Dust.etc.

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