बुन्देलखण्ड विश्वविद्यालय, झाँसी
BUNDELKHAND UNIVERSITY, JHANSI

झाँसी (उ.प्र.) 284128

संदर्भ BU/Lib & Inf/2022/772 A

दिनाँक 27/06/2022

The Minutes of Meeting of BOS

In reference to the BOS of department of ..../ Institute of Library and Information Science, Bundelkhand Univ., held on 27/06/2022 regarding the revision of syllabus in tune with CBCS/NEP-2020 and subsequent approval from Academic Council. This is to certify that the syllabus is 100% revised.

Registrar
Bundelkhand University
JHANSI

HOD/Coordinator
HEAD
Deptt. of Library & Information Science
Bundelkhand University, JHANSI

Summary BOS (2022-23)

DR. S. R. Ranganathan Institute of Library and Information Science

A Meeting of BOS in Library and Information Science was held on 27/06/2022, at 11:00 in Committee hall of administrative block of Bundelkhand University, Jhansi in offline and online mode.

The members were present:

Dr. Ritu Singh (Convenor)

Dr. S. S. Chaukse (External Expert)

Dr (Prof.). M. P. Singh (External Expert)

Dr. (Prof.)A. P. Singh (External Expert)

Dr. (Prof.) Avneesh Kumar (Member NEP Task Force)

Dr. (Prof.) Poonam Puri (Member NEP Task Force)

Dr. (Prof.) C. B. Singh (Dean Arts)

All members discussed and decided that NEP 2020 based CBCS system shall be implemented in both one year courses of Library and Information Science B.Lib & I. Sc.and M.Lib. & I. Sc. Programmes w.e. f. 2022-23.

<u>MASTER OF LIBRARY AND INFORMATION SCIENCE</u>

(M.Lib. & I.Sc).

(One Year Programme of Two Semesters)

Eligibility: Second Class Graduate Degree in B.Lib. & I.Sc.
Intake (Seats): 30
Admission Process: Direct
Syllabus of the Subject: Library and Information Science

(As per guidelines U.P. Government according to National Education Policy-2020)

Effective from - 2022-23

(For both University Campus and Colleges)

Dr. S. R. Ranganathan Institute of Library and Information Science
Faculty of Arts,

Bundelkhand University, Jhansi-284128

MASTER OF LIBRARY AND INFORMATION SCIENCE (MLib.&I.Sc)
(w.e.f. 2022-23)
ONE-YEAR FULL TIME PROGRAMME

M.Lib.& I.Sc.

FIRST SEMESTER

Paper	Course Code	Course Title	Credits	Sessionals In% age	End Sem. %age	Total
I		Knowledge and Communication	04	25	75	100
II		Information Communication Technology Application Theory	04	25	75	100
III		Research Methods and Statistical Techniques	04	25	75	100
IV		Open Elective – IV (A) Academic Library System IV (B) Public Library System IV(C) Special Library System	04	25	75	100
V		Information Technology Application Practical	02	25	75	100
VI		Knowledge Organization Advance Practice – I(Advance AACR-II Cataloguing)	02	25	75	100
	Field Survey of Libraries and Literature Survey		04	25	75	100
			28			700

SECOND SEMESTER

Paper	Course Code	Course Title	Credits	Sessionals	End Sem. %age	Total
VII		Information Storage and Retrieval Techniques	04	25	75	100
VIII		Information Systems & Programs	04	25	75	100
IX		Marketing of Information Products and Services	04	25	75	100
X		Open Elective Open Source Software Application in Libraries IPR Management in Libraries	04	25	75	100
XI		Digital Content Management and Digital Library Practice	02	25	75	100
XII		Knowledge Organization Advance Practice - II (Depth Classification)	02	25	75	100
	Research Project		04			100
			24			700
	Total Credits: 24(I Sem)+24(II Sem)=48 Credits					

MASTER OF LIBRARY AND INFORMATION SCIENCE

Programme Outcomes:

PO-1: LIS Masters who have completed this program are able to understand LIS foundations, theory, laws, thrust areas and practical areas of the discipline and foster critical thinking, ability to design and develop systems and services that provide access to information.

PO-2: LIS Masters having professional competence through life-long learning such as advanced degrees, professional skills and other professional activities related globally to librarianship & society,

PO-3: LIS Masters would be able to function effectively in a multi-disciplinary environment and individually, within a changing societal and environmental context.

PO-4: LIS masters will be able to apply ethical principles and commit to professional ethics and responsibilities and norms of the Librarianship practice. Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.

Programme Specific Outcomes:

PO-1: To integrate theory with practice of Library and Information Science. And create dynamic ways for a variety of users to interact with resources.

PO-2: To analyze information needs to create solutions by applying a variety of tools and technologies;

PO-3: To design and develop systems and ensure the organization, accessibility, and management of library and information resources.

The program includes courses on the theory, practices, perspectives, and tools of management, information technology, education, and other areas to libraries; the collection, organization, preservation, and dissemination of information resources; and the marketing economy of information industry.

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MASTER OF LIBRARY AND INFORMATION SCIENCE
(w.e.f. 2022-23)
ONE-YEAR FULL TIME PROGRAMME

FIRST SEMESTER

Paper	Course Code	Course Title	Course Type	Credits	Maximum wt.100%		Total
					Sessionals in%age	**End Sem. in%age**	
I		Knowledge and Communication	Major	04	25	75	100
II		Information Communication Technology Application Theory	Major	04	25	75	100
III		Research Methods and Statistical Techniques	Major	04	25	75	100
IV		Open Elective – -Academic Library System -Public Library System -Special Library System	Minor Open Elective	04	25	75	100
V		Information Communication Technology Application Practical	Major	02	25	75	100
VI		Knowledge Organization Advance Practice – I(Advance AACR-II Cataloguing)	Major	02	25	75	100
	Field Survey of Libraries and Literature Survey			04	25	75	100
				24			

M.Lib.& I.Sc.

PAPER I

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title: KNOWLEDGE AND COMMUNICATION (Theory)	
Major Compulsory Theory Paper	Credits:4	
Max. Marks: 25+75	Min. Passing Marks:40	

Course Outcomes

After studying this paper, students shall be able to:

1. Explain the nature and attributes of universe of knowledge
2. Illustrate knowledge as mapped in different classification schemes.
3. Aware with the concept of knowledge, information and communication.
4. Illustrate knowledge about various information management systems and information society.
5. Review current trends in Knowledge management in libraries.

UNIT I

- Universe of Subject: Attributes and Structure
- Modes of Formation of Subject
- Different types of subjects
- Universe of Subjects as mapped in major schemes of Library Classification: CC, DDC and UDC
- Modes of thinking: Authority-centered, Speculative and Positivistic

UNIT II

- Data – Definition, Properties, Types and Scope
- Conceptual difference between Data, Information and Knowledge
- Information- Definition, Characteristics, Need, Types
- Theories and Approaches of Information
- Information Diffusion Process

UNIT III

- Information Generation: Modes & Forms
- Communication – Definition & Kinds and Process
- Barriers of Communication
- Channels and Modes of Communication
- Trends in Scientific Communication

M.Lib.& I.Sc.

UNIT IV

- Knowledge Management: Definition, Concepts,
- Principles and Tools of Knowledge Management
- Role of Librarians in Knowledge Management
- Promoting Agencies of Knowledge

UNIT V:

- Information Society and Information Industry
- Library and Information Policy at the National Level.
- Right to Information in Indian context
- Intellectual Property Rights and Indian copyright Acts
- Recent Trends in knowledge Management

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended Books

- Ahuja, B.N. and S.S. Chopra, (1989), *Communication*, New Delhi: Surjeet Publications.
- Beniger, J. R. (1988). Information and Communication: The New Convergence. *Communication Research, 15* (2), 198-218.
- Ziman, J. M. (1969). Information, Communication, Knowledge. *Nature, 224* , 318-324.
- Raman Nair, R.: Accessing Information through Internet. New Delhi: Ess Ess Publication, 2002.
- Bavakutty, M. & Others (2003) Information Access, Management and Exchange in the Technological Age. New Delhi: Ess Ess Publication, 2003.
- Ramesh Babu, M. & Gopalakrishnan, S.(2004) Information Communication. Library and Community Development. New Delhi: B. R. Publishing,
- Khan, M. T. M.(1997) Information Organisation and Communication. New Delhi: Ess Ess Publication.
- Ramamurthy, C. R.(2001) Information Security: A Source Book for Librarians. New Delhi: Authors Press, 2001.
- Mahapatra, P. K. and Chakrabarti, B.(2002) Knowledge Management in Libraries. New Delhi: Ess Ess Publication
- Sharma, C. K.(2007) Information Technology. New Delhi: Atlantic.
- Siddiqui, J. A.: Knowledge, Information and Communication. New Delhi: Shree Publishers

M.Lib.& I.Sc.

PAPER II

Programme: M.Lib.&I.Sc.	Programme Code : 1009
Course Code:	Course Title: INFORMATION COMMUNICATION TECHNOLOGY APPLICATION: THEORY
Major Compulsory Theory Paper	Credits:4
Max. Marks: 25+75	Min. Passing Marks:40

Course Outcomes

After studying this paper, students shall be able to:
- Understand the concepts of Networking and Web technology.
- Aware about different library Software available for Library Automation,
- Gain knowledge about Digital Library, and Content management software.
- Make the students aware about recent trends in libraries.

UNIT I

- Network: Concept, Types, Media, and Topologies,
- Hardware and software of networking
- Data Networks: ISDN, DSL, Broadband, Wireless Networking
- Network based library services
- OSI Network Model and TCP/IP Reference Model.

UNIT II

- Internet: Genesis, Connectivity,
- Internet Protocols and Security.
- Web Browsers, Web Search Engines: Types and Evaluation
- Library Security Technology: Bar Code, RFID, Smart Card and CCTV.
- Federated Search and Multimedia Databases Search.

UNIT III

- Implication of WWW on Library Websites, Web OPACs
- Web 2.0 and Web 3.0: Features and Functions
- Web Directories, Subject Gateways, Library Portals, etc.
- Weblogs (blogs) and Library Blogs
- RSS Feeds Technology

UNIT IV

M.Lib.& I.Sc.

- Digitization: Concept and Requirements
- Digital Libraries: Genesis, Definition, Challenges
- Planning, and Implementation of DL
- Metadata: Concept, Types, Metadata Standards: Dublin core
- Study of Digital Library Software: GSDL, DSpace, and so on.
- Protocols: Z39.50 Standard for Retrieval and OAI-PMH

UNIT V
- Digital Content Management System
- Institution Repositories
- Functional Requirements for Bibliographic Records (FRBR)
- Artificial Intelligence and Libraries
- Expert Systems in Libraries
- Recent Trends in ICT

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3. Class attendance.

Recommended Reading

- Bradley ,Phil (2007) How To Use Web 2.0 In Your Library. Facet Publishing, London.

- Clyde ,Laurel (2004) Weblogs And Libraries. Chandos Publishing, Oxford.

- Evans, Woody (2009) Building Library 3.0: Issues In Creating A Culture Of Participation.. Chandos Publishing, Oxford.

- Griffiths ,Peter (2004). Managing Your Internet And Intranet Services: The Information Professional's Guide to Strategy. Ed.2.. Facet Publishing, London.

- Janczewski ,Lech (2000). Internet And Intranet Security Management. Risks And Solutions. Idea, Hershey.

- Kroski, Ellyssa (2008). Web 2.0 For Librarians And Information Professionals.. Neal Schuman Publishers, New York.

- Liu ,Jia (2007Metadata And Its Applications In The Digital Library: Approaches And Practices. Libraries Unlimited, Westport.

- Primary Research Group Staff. (2008) Academic Library Websites Benchmarks. Primary Research Group, New York.

- Vince, J (2004). Introduction to Virtual Reality. Springer, London.

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- Wise ,Richard (200). Multimedia: A Critical Introduction. Routledge, London.

PAPER III

Programme: M.Lib.&I.Sc.	Programme Code : 1009
Course Code:	Course Title: RESEARCH METHODOLOGY
Major Compulsory Theory Paper	Credits:4
Max. Marks: 25+75	Min. Passing Marks:40

Course Outcomes

After studying this paper, students shall be able to:
1. Know research methods and data collection techniques.
2. Understand the data analysis & interpretation.
3. Illustrate research methods, data analysis and tabulation.
4. Develop skills to understand the Bibliometric laws.
5. Develop understanding a b o u t research method and various types of research, prepare research report

UNIT I

- Concept, Meaning, Purpose of Research
- Types of Research - Fundamental and Applied
- Interdisciplinary and Multidisciplinary Approach
- Trends in LIS Research

UNIT II

- Types of Research Design
- Identification and Formulation of Problem
- Literature Review
- Hypothesis: Definitions, Functions, Sources and Types

UNIT III

- Research Methods & Techniques: Scientific ,Historical, and Descriptive Methods
- Survey Methods and Case Study Methods
- Experimental Methods and Sampling
- Data Collection Techniques
- Questionnaire, Interview, Observation, Schedules

UNIT IV
- Presentation of data: Tabular, Graphical & Diagram.
- Descriptive Static-measures of Central Tendency: Mean, Mode and Median
- Measures of Dispersion – Range, Quartile Deviation, Mean Deviation, Variance, Standard Deviation
- Correlation Analysis and Regression Analysis

UNIT V
- Spiral of Scientific Methods (S.R.Ranganathan)
- Bibliometric Studies: Concept and Definition,
- Bibliometric Laws and their Applications
- Scientometrics, Infometrics and Webometrics
- Report Writing ,Types, Structure Style and Contents
- Referencing Styles: APA, MLA etc.

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended Reading

- Alvesson, M and Skoldberg, K Reflexive Methodology: New Vistas In Qualitative Research.(2009) Ed. 2 Rev.Sage Publication, London.
- Busha (C H). Research Methods In Librarianship. 1990. Academic Press, New York.
- Goode (W J) And Hatt (P K). Methods In Social Research. 1982. Mcgraw-Hill, New York.
- Greenfield (T). Research Methods: Guidance For Postgraduates. 1996. Hodder Arnold, London.
- Krishan Kumar. Research Methods In Library And Information Science. Rev. Ed. 1999. Har-Anand Publications, New Delhi.
- Lancaster (F W) And Powell (R R). Basic Research Methods For Librarians. 1985. Ablex Publishing, New Jersey.
- Powell (R R) And Silipigni (C L). Basic Research Methods For Librarians. Ed. 4. 2004. Libraries Unlimited, Westport.
- Singh (S P). Research Methods In Social Sciences: A Manual For Designing Questionnaires. 2002. Kanishka, New Delhi.
- Slater (M), Ed. Research Methods In Library And Information Studies. 1990. Library Association Publishing, London.

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- Young (P V). Scientific Social Survey And Research. Rev. Ed. 4. 1984. Prentice Hall, New Delhi.

PAPER IVA

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title: ACADEMIC LIBRARY SYSTEM	
Minor Open Elective Paper		Credits:4
Max. Marks: 25+75		Min. Passing Marks:40

Course Outcomes:
After completing this course, the students will be able to
1. Understanding of Academic library system.
2. Know Role of UGC in the Development of Academic Libraries
3. Understand the Academic Library networks.
4. Develop skills to understand the handle the Academic library system.

UNIT-I
- Academic Library: Concept, Meaning and Importance
- Development of Academic Library: Pre and Post Independence Period
- Types of Academic Libraries: Definition, Objective & functions,
- Committee & Commissions as Appointed by Government of India
- Role of UGC in the Development of Academic Libraries

UNIT II
- Library Organization and Management: Organizational Structure of an Academic Library.
- Staff: Nature, Size, Selection, Recruitment, Qualification and Training, Responsibility and duty
- Finance: Determination of Finance, Sources of Finance, Types of Budget
  Staff Manual, Budgetary Standards for University

UNIT III
- Collection Development: Meaning, Definition, Needs, Purpose & Pre-Requisites
- Collection Development Policy & Procedure, Weeding out Policy &Central Government Rules and Role of Library Governing Bodies in Collection Development.

UNIT IV
- Resource sharing: Concept and its manifestations
- Library networks and Consortia: Types and functions
- INFLIBNET : Its role, objectives, programmes and present status

M.Lib.& I.Sc.

- Major library consortia initiatives in India
- Problems and Prospects of resource sharing, networks and consortia in India

UNIT V
- Library Authorities: Legislative Authorities, Executive Authorities
- Specific services of Academic Libraries
- Standards, rules ,regulations, guidelines related to Academic Library

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended reading

- Kumar Krishna.(1987), Library organization, New Delhi , Vikash publishing house.
- Yelfand, M.A. (1974) University libraries in Developing countries, Delhi, University of Delhi.
- Trehan, G.L. & Malhan , L.V.(1980) School library management , New Delhi , Sterling.
- Despandey, K.S.(1985),University library system in India, New Delhi, Sterling.
- Ranganathan, S.R. (1973), New educational school library, New Delhi, Vikash publishing house.
- Adiseshaiah, Malcom S. (1992). Role of the Library in the University. University News.30(35),13.
- Gelfand, M.A. (1971). University Libraries for Developing Countries. Paris:UNESCO, 24.
- Ghanch, D.A. (1992). The Library in the University. University News. 30(35), 19-20.
- Gupta, O.P. (1998). Library Services in University and College Libraries in India. New Delhi: Reliance Publishers.
- Lihitkar, Shalini. R. Information Systems & Networks in India. Today& Tomorrow's printer &publishers, New Delhi, 2012.
- Satyanarayana, R. and Rajan, T.N. (1995). Information Networks: Structure and Operation with Reference to India. INICAE, Vol. 4 (2), pp. 155-168.
- University Grants Commission (1988). Development of an Information and Library Network (INFLIBNET) Report of the Inter-Agency Working Group. New Delhi: UGC.

M.Lib.& I.Sc.

PAPER IVB

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title: PUBLIC LIBRARY SYSTEM	
Minor Open Elective Paper	Credits:4	
Max. Marks: 25+75	Min. Passing Marks:40	

Course Outcomes

After completing this course, the students will be able to

1. Understanding of public library system
2. Know Library movement in India with special reference to UP state
3. Understand the knowledge society.
4. Develop skills to understand the handle the Public library system

UNIT I

- Introduction to Public libraries – concept, nature and characteristics
- Role of public libraries in contemporary knowledge society;
- Library movement in India with special reference to UP state
- Public library services and products
- Resource sharing and network activities of public libraries

UNIT II

- Library Organization and Management: Organizational Structure of a Public Library.
- Staff: Nature, Size, Selection, Recruitment, Qualification and Training, Responsibility and Duties
- Finance: Determination of Finance, Sources of Finance, Types of Budget
  Staff Manual

UNIT III

- Collection Development: Meaning, Definition, Needs, Purpose & Pre-Requisites
- Collection Development Policy & Procedure, Weeding out Policy & Central Government Rules and Role of Library Governing Bodies in Collection Development.

UNIIT IV-

- State Government as an Agency Role
- Central Government as an Agency Role
- Raja Rammohan Roy Library Foundation

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- Local Bodies-Municipalities and Panchayats
- UNESCO Public Library Manifesto

UNIT V

- Library Legislation in India

- Model Public Library Bills/Acts in India

- Comparative Study of the Public Libraries Acts

- Standards and norms for public libraries

  Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
  Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended Books

- Khanna, J.K. (1987),Library and Society, Kurukshetra, Research Publication.

- Mangla, P. B. (1993). India: World Encyclopedia of Library and Information services, edited by Robert Wedgeworth, 3rdEd. Chicago: American Library Association. Ministry of Education and Culture,

- Verma, L.N.& Agrarwal U.K.(Ed) .(1994), Public library services in India, Udaipur , Himanshu Publication.

- Greenwood. Majumdar, Bhalla, S., Chander, S. C., Ramesh (2003). Compendium of Select Government Reports on Library & Information Services in India. New Delhi: Central Secretariat Library.

- Wan & Ashraf, Zahid (2008). Development of Public libraries in India: Library Philosophy and Practice. New Delhi.

- UNESCO Public Library Manifesto, 1994. Paris: Unesco, 1995. http://archive.ifla.org/VII/s8/unesco/eng.htm (Accessed on 19.11.2012)

- J. Vijaya, Kumari (2010). Public Library System. New Delhi: Anmol Publication Pvt. Ltd

- Venkatachari, P. N. (1981). Indian Librarianship: Perspectives and Prospects edited by R. N. Sharma. New Delhi: Kalyani Publishers.

- Guruswamy Naidu ,N. Public Library Finance. New Delhi, ESS Pub. 1990.

- Ramesh Babu, B, (Ed) et al., (2003) National Seminar on New Public Library in the Information Age. Chennai: Foundation for Information and Communication.

- Ekbote, Gopalrao (1987). Public Libraries System. Hyderabad: Ekbote Brothers.

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- RRRLF. A Comprehensive plan for rural libraries in India. Calcutta, RRLF, 1995.
- Sharma,Pandey, S.K. : Development of Public Libraries in India. New Delhi.
- Sharma, Pandey S. K. Public libraries in India. New Delhi: Ess Ess Publication, 1987

PAPER IV C

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title: : SPECIAL LIBRARY SYSTEM	
Minor Open Elective Paper	Credits:4	
Max. Marks: 25+75	Min. Passing Marks:40	

Course Outcomes

After completing this course, the students will be able to

1. To understand various Technical Activities, Functions and Services in Research and technical Libraries.
2. Awareness its need and purpose
3. Know its different system and structure
4. Awareness its tools and techniques used in Research and Technical Library System

UNIT-I
- Special /Research and Technical Libraries Objectives and Functions
- History and Development of Libraries
- Role of Special Libraries and its Relationship with Parent Organization
- Types and Functions of Special Libraries

UNIT II
- Library Organization and Management: Organizational Structure of a Special Library.
- Staff: Nature, Size, Selection, Recruitment, Qualification and Training, Responsibility and Duties

UNIT III
- Collection Development: Meaning, Definition, Needs, Purpose & Pre-Requisites
- Collection Development Policy & Procedure, Weeding out Policy & Central Government Rules and Role of Library Governing Bodies in Collection Development.

UNIT IV
- Finance: Determination of Finance
- Sources of Finance, Types of Budget
- Staff Manual, Budgetary Standards
- Resources of Special Library

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- Services of Special Library

UNIT V

- Agencies and their Role in the Promotion and Development of Research and Technical Libraries
- Role of Plagiarism in Research and Development

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance

Recommended Reading

- Auger (C P): Information Sources In Grey Literature (Ed. 3, 1994) Bowker, London.

- Chapman (Liz): Managing Acquisitions In Library And Information Services (2001) Library Associations, London.

- Grogan (N): Science And Technology: An Introduction To The Literature (Ed. 4, 1982) Clive Bingley, London.

- Hernon (Peter) And Whitman (John R): Delivering Satisfaction And Service Quality: A Customer-Based Approach For Libraries (2001) American Library Association, Chicago.

- Lawes (Ann), Ed. Management Skills For The Information Manager (19930 Gower Publishing, London.

- Raitt (David): Ed. Libraries For The New Millennium (1997) Library Association, London.

- Saha (J): Special Libraries And Information Services In India And The Usa (1969) Scarecrow, New York.

- Scammell (Aw): Ed. Handbook Of Special Librarianship And Information Work (Rev. Ed. 7, 1997) Aslib, London

- Singh (S P): Special Libraries In The Electronic Environment (2005) Book Well, New Delhi. 10. Strauss (L J): Scientific And Technical Libraries: Their Organization And Administration (Ed. 2, 1972) Beckey And Hayes, New York.

PAPER V

Programme: M.Lib.&I.Sc.	Programme Code : 1009
Course Code:	Course Title: INFORMATION COMMUNICATION TECHNOLOGY APPLICATION: PRACTICAL
Major Compulsory Practical Paper	Credits:4
Max. Marks: 25+75	Min. Passing Marks:40

Course Outcomes:

After completing this course, the students will be able to

1. Understand the concept of ICT with practical approach

2. Understand the need and importance of ICT for access;

3. Creation of web page designing with hands on practice

4. Know the effective use of Internet tool with different type of search strategy

5. Understand the applications of Citation Management Software

UNIT I

- Web Page Designing: HTML & CSS
- Internet: Search Engine
- Databases of various subject areas and their searching

UNIT II

- Library Management System (Open Source and any available Commercial software) KOHA/SOUL
- Digital Library Software : GSDL/D-Space
- Citation Management Software : Zotero / Mendeley

Recommended Reading

- Bates (Chris). Xml In Theory And Practice. 2003. John Wiley, Chichester.
- Bradley (Phil). How To Use Web 2.0 In Your Library. 2007. Facet Publishing, London.
- Cox, (Christopher N). Federated Search: Solution Or Setback For Online Library Services. 2006. The Haworth Press, Philadelphia.
- Donnelly (V). Designing Easy-To-Use Websites: A Hands-On-Approach To Structuring Successful Websites. 2000. Addison-Wesley, Boston.
- Lowery (Joseph W). Dreamweaver Mx Bible. 2002. Wiley Publishing,

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Indianapolis.

- Lynch (P J) And Horton (S). Web Style Guide: Basic Design Principles For
  Creating Web Sites. Ed.3. 2009. Yale University Press, London.

- Mcclelland (Deke). Photoshop 7 Bible. 2003. Wiley Publishing, New York.

- Simmons (Curt). Microsoft Office Front Page 2003 Bible With Cdrom. 2003. Wiley
  Publishing, Indianapolis.

- Ullman (Larry). Building A Web Site With Ajax: Visual Quickpro Guide. 2007.
  Peachpit Press, Berkeley.

- Witten (Ian H), Boddie (Stefan) And Thompson (John). Greenstone Digital Library
  User's Guide. 2006. New Zealand Digital Library Project, New Zealand.

PAPER VI

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title: INFORMATION PROCESSING & RETRIEVAL (ADVANCED CATALOGUE- PRACTICES)	
Major Compulsory Practical Paper	Credits: 2	
Max. Marks: 25+75	Min. Passing Marks:40	

Course Outcomes:
After completing this course, the students will be able to-
1. Explore advance features of AACR-II.
2. Provide the practical cataloguing skills for various non-print library resources according to AACR-II.
3. Know the assigning the subject headings using standard tools.

UNIT I

- Practical cataloguing of Complex Periodical and documents involving complicated corporate author headings according to AACR-II

- Cataloguing of complicated cases of multivolume works and composite works according to AACR-II.

UNIT II

- Cataloguing of Non-Book Material according to AACR-II- Cartographic material, sound recording, motion pictures, microforms, video recording Computer files, Web Resources, Graphic Materials etc.

Recommended Reading

- AMERICAN LIBRARY ASSOCIATION. Anglo-American Cataloguing Rules. (Latest Edition). Library Association, London.
- LIBRARY OF CONGRESS SUBJECT HEADINGS (Latest Edition). Library of Congress, Washington.
- WILKIE (Chris). Managing film and video collections. 1999. ASLIB, London.

FIELD SURVEY PROJECT

Objectives:

(i) To train the students in practical librarianship in the working environment of the library.

(ii) To train them in preparing the Report in a prescribed format based on their practical training and learning.

Note: - Each student shall have to undergo a field survey of a library, selected by the department for a period given and submit report before starting First Semester Term End Examination.

Marks divided into Report and Viva Voice (75+25)

M.Lib.& I.Sc.

SECOND SEMESTER

Paper	Course Code	Course Title	Credits	Sessionals	End Sem. %age	Total
VII		Information Storage and Retrieval Techniques	04	25	75	100
VIII		Information Systems & Programs	04	25	75	100
IX		Marketing of Information Products and Services	04	25	75	100
X		Open Elective 6899 I- Open Source Software Application in Libraries 6899 II- IPR Management in Libraries	04	25	75	100
XI		Computerized Cataloguing Practical	02	12	38	50
XII		Knowledge Organization Advance Practice - II (Depth Classification)	02	12	38	50
	Research Project		04			100
			24			600

PAPER VII

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title:	INFORMATION STORAGE AND RETRIEVAL TECHNIQUES (THEORY)
Major Compulsory Practical Paper		Credits:4
Max. Marks: 25+75		Min. Passing Marks:40

Course Outcomes:
After completing this course, the students will be able to-
1. Understand the concepts, theories, various types, of IRS
2. Illustrate parameters of Information Retrieval Systems.
3. Make the students aware of the indexing & vocabulary control techniques.
4. Aware about resource searching through print and electronic media.

M.Lib.& I.Sc.

UNIT I

- Fundamentals of Retrieval System: Nature and Characteristics.
- Objective and Design of Information Storage and Retrieval System.
- Information Storage and Retrieval Models.
- Compatibility and Evaluation of ISAR System
- Thesaurus: Need, Structure and Construction

UNIT II

- Tools of Information Retrieval
- Subject Heading Lists, Indexing, Abstracting,
- On-Line retrieval, Universal Bibliographical Control

UNIT III

- Subject Indexing: Concept and Development.
- Pre-coordinate Indexing System: Chain Indexing, PRECIS and POPSI.
- Post-Coordinate Indexing: Uniterm Optical Coincidence, Edge-notched Card System, KWIC and KWOC. Evaluation of Indexing Systems
- Citation Indexing

UNIT IV

- Search Techniques and Information Retrieval
- Search Strategy: Boolean Operations, Proximity Search, Heuristic Search, Navigational Search etc., Search Process,
- Internet Searching and Meta Search Engines

UNIT V

- Man and Machine Retrieval System.
- Data Mining,
- Data Harvesting
- Semantic Web
- Recent Trends in Information Retrieval

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended Reading

M.Lib.& I.Sc.

- Chowdhury (G G). Introduction To Modern Information Retrieval. 1999. Library Association, London.

- Cleveland (Donald B) And Cleveland (Ana D). Introduction To Indexing And Abstracting. 2001. Libraries Unlimited, Colorado.

- Foskett (A C). Subject Approach To Information. Ed.5. 1996. Library Association, London.

- Gosh (S N) And Satpathi (J N). Subject Indexing System: Concepts, Methods And Techniques. 1998. Iaslic, Calcutta.

- Korfhage (R R). Information Storage And Retrieval. 1997. John Wiley, New York, Usa.

- Lancaster (F Wilfred). Vocabulary Control For Information Retrieval. Ed. 2. 1985. Information Resource Press, Arlington.

- Lancaster (F Wilfred). Indexing And Abstracting In Theory And Practice. Ed. 3. 2003. University Of Illinois, Urbana.

- Rowley (J). The Basics Of Information System. Ed. 2. 1996. Library Association, London.

- Soergel (D). Indexing Languages And Thesauri: Construction And Maintenance. 1974. John Wiley And Sons., New York.

- Walker (G) And Janes (J). Online Retrieval: A Dialogue Of Theory And Practice. 1993. Libraries Unlimited, Englewood, London.

PAPER VIII

Programme: M.Lib.&I.Sc.	Programme Code : 1009
Course Code:	Course Title: INFORMATION SYSTEMS AND PROGRAMMES
Major Compulsory Practical Paper	Credits: 4
Max. Marks: 25+75	Min. Passing Marks: 40

Course Outcomes:
After completing this course, the students will be able to-
1. Understand the concepts, theories, various types, of IRS
2. Illustrate parameters of Information Retrieval Systems.
3. Make the students aware of the indexing & vocabulary control techniques.
4. Aware about resource searching through print and electronic media.

UNIT I

- Information Systems: Basic Concept, Types, Characteristics.
- Different Types of Information Centers: Data Bank, Data Centre, Referral Centre, Clearing House and Invisible Colleges, etc.
- Archives & Translation Pools: Functions & Services

M.Lib.& I.Sc.

UNIT-II

- Study of National Information Systems in India
- Programmes and Activities of INFLIBNET and DELNET.

UNIT III

- Study of International Information Systems:
- Programmes & Activities of OCLC and IFLA etc.

UNIT IV

- Resource sharing : Concept and its manifestations
- Library networks and Consortia: Types and functions
- Major library consortia initiatives in India E-ShodSindhu, CERA, CSIR e journal etc.
- Problems and Prospects of resource sharing, networks and consortia in India

UNIT V

- Licensing and Agreements
- IPR and Copyright
- Copyright in digital environment
- Plagiarism
- Recent trends

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises

Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended Reading

- Atherton (Pauline). Handbook For Information System And Services. 1997. Unesco, Paris.
- Baman (P). Studies On Information Systems, Services And Programs In India And Abroad. 1993. Ajanta, Delhi.
- Barua (B P). National Policy On Library And Information Systems And Servicesfor India: Perspectives And Projections. 1992. Popular Prakashan, New Delhi.
- Burch (J G) And Grudnitski (G). Information Systems: Theory And Practice. 1986. Wiley, Singapore.
- Kent (A). Resource Sharing In Libraries: Why, How, When Next Action Step. 1974. Marshal Dekker, New York.
- Kochtanek (T R) And Matthews (J R). Library Information Systems: From Library Automation To Distributed Information Access Solutions. 2002. Librariesunlimited, West Westport.

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- Neelameghan (A) And Prasad (K N), Eds. Information Systems, Networks And Services In India. 2 Vols. 1998. Ranganathan Centre For Information Studies, Chennai.
- Rowley (J). The Basics Of Information System. Ed 2. 1996. Library Association, London.
- Vickery (B C). Information Systems. 1973. Butterworths, Washington.

PAPER IX

Programme: M.Lib.&I.Sc.		Programme Code : 1009
Course Code:	Course Title: MARKETING OF INFORMATION PRODUCTS AND SERVICES	
Major Compulsory Theory Paper	Credits: 4	
Max. Marks: 25+75	Min. Passing Marks: 40	

Course Outcomes:

After completing this course, the students will be able to-
1. Understand the concept of Marketing and LIS Marketing, its Objectives need and Benefits.
2. Elaborate meaning and types of Relationship Marketing, Service Marketing
3. Highlight salient features of different types of Information Consolidated Products.Aware about recent marketing trends in libraries.

UNIT I

- Marketing: Concept, Definitions, Need,
- LIS Marketing Concept, Objectives and Benefits.
- Marketing Environment, Producer of Inf. Product & Services,
- Marketing Mix and 7ps of Marketing Mix in LIS
- Consumer- Buyer Behavior, Maslow theory of motivation.

UNIT II

- Marketing Strategic Planning
- SWOT analysis of Libraries
- Marketing Research: Concept, types, Research Process,
- Product Planning Concept.

UNIT III

- Products and Brand Management
- Market segmentation
- Targeting and positioning the Market

M.Lib.& I.Sc.

- Relationship Marketing, Service Marketing
- Digital Marketing, E-marketing , Web Marketing

UNIT IV

- LIS Products and Services as a Marketable Commodity
- Packaging and Repackaging: Concept, Need and Purpose
- Information Consolidation Products (ICP): Concept, Need and Purpose.
- Different Types of Information Products.

UNIT V

- Pricing, Distribution Channels and Communication Strategies
- Advertising, Sales Promotion, Public Relations
- Trans-border data flow: agencies in TBDF, types of TBDF, barriers in BDF
- Policies related to Marketing of Information products and services
- Recent trends in LIS Marketing

Methodology: Lectures, self study, case studies, assignments, experimental learning exercises
Sessional assessment: will be based on 1.Test 2. Assignment 3.Class attendance.

Recommended Reading

- Bakewell (K G). Managing User-Centred Libraries And Information Services. Ed. 2. 1997. Maxwell, London.
- Butcher (Helen).Meeting Manager's Information Needs.1998. Aslib, London.
- Carpenter (J) And Davies (R). Quantification Of The Overseas Consulting Market For Professional Consultancy Services In Librarianship And Information Science And Information Management. 1992. Research And Development, British Library, London.
- Coote (Helen) And Batchelor (Bridget). How To Market Your Library Services Effectively. Ed. 2. 1997. Aslib, London.
- Gupta (D K), Et Al. Marketing Library And Information Services: International Perspectives. 2006. K.G. Saur, Munich.
- Helinsky (Z). A Short-Cut To Marketing The Library. 2008. Chandos Publishing, Oxford.
- Jain (Abhinandan K), Et Al. Marketing Information Products And Services: A Primer For Libraries And Information Professionals. 1999. Tata Mcgraw-Hill, New Delhi.
- Kotler (Philip). Marketing Management. Ed.12. 2002. Prentice Hall, Delhi.
- Kotler (Philip) And Armstrong (Gary). Principle Of Marketing. Ed. 7. 1996. Prentice-Hall Of India, New Delhi.
- Rowley (Jenifer). Information Marketing. 2001. Ashgate, London.