VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY
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Syllabus

Department of PG Studies in Master of Library and Information Science

(I to IV Semester)

Choice Based Credit System

With effect from 2016-2017

Table of Contents

Credits Matrix for
Master of Library and information Science [MLISc] Program
WEF 2016-17 Academic Year

First Semester

Code	Title	Credits	Marks IA	Marks Exam	Total Marks
MLISH 101	Foundations of Library and Information Science.	4	30	70	100
MLISH 102	Information Sources	4	30	70	100
MLISH 103	Information Processing & Retrieval– I: [Cataloguing & Classification Theory]	4	30	70	100
MLISH 104	Information Technology Basics	4	30	70	100
	Total Hard core credits	**16**			
MLISS 105	Information Processing & Retrieval – I: Cataloguing & Classification Practical.	4	30	70	100
MLISS 106	Scholarly Communication	4	30	70	100
	Total Soft core credits	**04**			
	Total credits for Semester I [Hard core 16 + Soft core 04]	**20**			

Credits Matrix for
Master of Library and information Science [MLISc] Program
WEF 2016-17 Academic Year

Second Semester

Code	Title	Credits	Marks IA	Marks Exam	Total Marks
MLISH 201	Management of Libraries and Information Centres	4	30	70	100
MLISH 202	Information system and services.	4	30	70	100
MLISH 203	Information Processing & Retrieval – II: Practical, UDC and AACR-2	4	30	70	100
MLISH 204	Library and users	4	30	70	100
	Total Hard core credits	**16**			
MLISS 205	Academic Libraries system.	4	30	70	100
MLISS 206	Public Library system	4	30	70	100
	Total Soft core credits	**04**			
MLISOE 207	Information Literacy	4	30	70	100
	Total credits for Open Elective	**04**			
	Total credits for Semester II [Hard core 16 + Soft core 04+OE 04]	24			

Credits Matrix for
Master of Library and information Science [MLISc] Program
WEF 2016-17 Academic Year

Third Semester

Code	Title	Credits	Marks		Total Marks
			IA	Exam	
MLISH 301	Information Communication	4	30	70	100
MLISH 302	Library Automation and Networking	4	30	70	100
MLISH 303	Library Automation practical and Tour.	4	30	70	100
MLISH 304	Research Methods and statistical Techniques.	4	30	70	100
	Total Hard core credits	**16**			
MLISS 305	Conservation and Preservation of Information Resources	4	30	70	100
MLISS 306	Information consolidation and Re-packaging.	4	30	70	100
	Total Soft core credits	**04**			
MLISOE 307	Digital Library	4	30	70	100
	Total credits for Open Elective	**04**			
	Total credits for Semester III [Hard core 16 + Soft core 04+OE 04]	24			

Credits Matrix for
Master of Library and information Science [MLISc] Program
WEF 2016-17 Academic Year

Forth Semester

Code	Title	Credits	Marks		Total Marks
			IA	Exam	
MLISH 401	E - Publishing and Web technology	4	30	70	100
MLISH 402	Digital Library	4	30	70	100
MLISH 403	Marketing of Information products and services.	4	30	70	100
MLISH 404	Project work	4	30	70	100
	Total Hard core credits	**16**			
MLISS 405	Digital Library practical	4	30	70	100
MLISS 406	Webometrics, Informatics, Scientometrics.	4	30	70	100
	Total Soft core credits	**04**			
	Total credits for Semester IV [Hard core 16 + Soft core 04]	20			

MLIS-H 101: Foundations of Library and Information Science.

Sub Code: MLISH 101	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To acquaint students with basic philosophy of Library and Information Science

➡ To understand the role and evolution of Library as a social institution

Module I: **Principles of Library and Information Science and its Social Institution.**   **10 Hours**

Social and Historical Foundations of Library- Different types of Libraries- their distinguishing features and functions- Role of Library in formal and Informal Education- Five Laws of Library Science- Implications of Five Laws in Library and Information Centres Activities- Latest Trends in Five Laws of Library and Information Science

Module II: **Library Development**   **12 Hours**

Role of Central Govt. in Development of Libraries in India with Special Reference to Karnataka- Development of Public Libraries in Karnataka after the enactment of KarnatakaPublic Library (KPL) Act, 1965.

Module III: **Laws Relating to Libraries and Information Centre's**   **12 Hours**

Library Legislation- need, purpose, and essential features- Library Legislation in India- problems and prospects- Overview of Public Library Acts in Indian States- Detailed study of Karnataka Public Library Act 1965.- Press and Registration Act and Delivery of Books (Public Libraries) and News Paper Act, 1954 and 1956- Copyright Act and Intellectual Property (IPR)

Module IV: **Library and Information Science Profession and Professional Associations.**   **16 Hours**

Attributes of a Profession- Librarianship as a Profession- Professional Ethics and Qualities- Professional Education and Research- Professional Associations- Objectives and Functions- Role of Professional Associations in the Development of Library and Information Centre's and Professionals.
- Regional Library Associations- Objectives, Functions and Activities, KALA
- National Library Associations- Objectives, Functions and Activities, ILA, IATLIS, IASLIC- International Library Association- Objectives, Functions and Activities, IFLA, ALA, LA.- Promoters of Library and Information Services, National Level: RRRLF, International Level: UNESCO

Module V: Public Relations and Extension Activities   10 Hours

Concept, Definition, and Scope- Facets and Programmes- Publicity and Extension, Outreach Activities;- Library Path Finders (Guides)

Selected Readings:

1. Burahohan, Alka. (2000) Various aspects of librarianship and Information Science. New Delhi:Ess Ess,

2. Greer, R. Grover, R. & Fowler, S. (2013) Introduction to the Library and Information Professions, Ed.2. Libraries Unlimited.

3. Isaac, K. A. (2004)Library Legislation in India: A Critical Comparative Study of State LibraryActs. Ess Ess.

4. Khanna, J. K. (1987)Library and Society. Kurukshetra: Research Publisher.

5. Kumar, P. S. G. (2000) Indian Library Chronology, Ed. 2 Bombay: Allied.

6. Kumar, P.S.G. (2011) Foundations of Library and Information Science. Paper I of UGC ModelCurriculum. B.R. Publishing Corporation.

7. Kumar, P.S.G. (1997) Fundamentals of Information Science. Delhi: S. Chand.

8. Patel, Jashu., Kumar, Krishna. (2004) Libraries and Librarianship in India. London: Greenwood Press.

9. Ramaiah, L. S. (2010) Re-Invention of Librarianship: Its Multiple Facets. New Delhi: Ess Ess,

10. Ranganathan, S. R. (2006)The Five Laws of Library Science. Bangalore: Ess Ess.

11. Rout, R.K. (1999) Ed. Library Legislation in India. New Delhi: Relience.

12. Sharma, Devendra. (2014) Information Technology, Ranganathan's Five Laws & University Libraries. Lambert Academic Publishing.

13. Surendra Singh and Sonal Singh. (2002)Ed. Library, Information and Science and Society. NewDelhi: Ess Ess.

14. Venkatappaiah, Velega. (2007) Public Library Legislation in the New Millennium. Bookwell,

15. www.netugc.com.

Master of Library and Information Science: Semester I

MLIS-H 102: Information Sources

Sub Code: MLISH 102	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- ➡ To familiarize students with a broad range of standard reference and Information Sources (Documentary), Non-documentary, Institutional and Human sources of Information).
- ➡ To develop skills for handling information sources.

Module I: **Introduction to Information Sources and** **10 Hours**
Types of Information Sources

Information Sources: Meaning, Definition, Nature, Evolution, Characteristics, Functions, Importance and Criteria for Evaluation and Limitations. - Primary, Secondary and Tertiary sources of information. - Documentary Sources and Non –Documentary Sources, Human and Institutional sources,- Non–print and Electronic sources.

Module II: **Primary, Secondary and Tertiary Sources** **16 Hours**

(Print and Electronic Versions)

Periodicals, Technical reports, Patents, Standards and Specifications, Theses and Dissertations, Conference and Seminar publications, Trade literature, etc. - Dictionaries, Encyclopedias, Yearbooks and Almanacs, Biographical sources, Bibliographies, Geographical sources, Current sources, Statistical information sources, Handbooks and Manuals, Abstracting and Indexing periodicals, Annual reviews etc.

Module III: **Tertiary Sources (Print and Electronic Versions)** **10 Hours**

Directories, Guides to subject literature, Bibliography of bibliographies, Monographs, Union catalogues, Textbooks, etc.

Module IV: **Non documentary Sources and their** **12 Hours**

Electronic Versions

a) Human Sources: Technological gatekeepers, Invisible collages, Consultants,Experts/resource persons, Extension workers, Representatives of firms, Personalhome pages ,Weblogs and others.
b) Institutional / Organizational Sources: Government ministries and departments,R& D organizations, Learned societies, Publishing houses, Broadcasting stations, Archives, Data banks, Information analysis centers, Referral centers, Institutional web sites, etc.

Module V: Non – Print and Electronic Sources   12 Hours

Microforms, Audio visual materials, Optical media based databases, Online databases, List servers, Open access resources, Internet sources, E-books, EJournals, E-Thesis , E-News papers, Blogs, Wikis, Subject Gateways and Portals.

Selected Readings:

1. Alan Poulter, Gwyneth Tseng and Goff Sargent: (2007). The Library and Information Professional's Guide to the World Wide Web. London: Facet Publishing.

2. Bopp, Richard E & Smith, Linda C.: (2010). Reference and information services: an Introduction, 3rd ed. Colorado, Libraries Unlimited.

3. Cassell, Hay Ann & Hiremath, Uma: (2011). Reference and information services in the 21st Century: an introduction. London, Facet Publishing.

4. Craven, Jenny (ed.): (2008). Web accessibility: practical advice for the library and information Professional. London, Facet Publishing.

5. G. G. Chowdhury and Sudatta Chowdhury. (2012). Information Sources and Searching on the World Wide Web. London: Facet Publishing,

6. Gopinath, M.A: (1984). Information Sources and Communication Media. DRTC Annual Seminar, Bangalore.

7. Katz, (William A). (1987). Introduction to reference work: reference service and reference Process. V.2. Ed. 5. McGraw-Hill, New York.

8. Krishna Kumar: (2002).Reference service, 5th rev. Ed. New Delhi, Vikas Publishing .

9. Kumar, P.S.G. (2004). Information Sources and Services. Delhi: B. R. Publishing.

10. Mukherjee, A. K.: (1975). Reference work and its tools, 3rd. ed. Calcutta, World Press.

11. Ranganathan, S. R.: (1961). Reference service, 2nd ed. Bombay, Asia Publishing House. Rao, I.K.R: Electronic Sources of Information, DRTC Annual Seminar,

12. Sewasingh: (2010). Hand book of International Sources on Reference and Information, Crest publishing , New Delhi.

13. Sharma, J. S. & Grover, D.R. (1987). Reference Services and sources of information. New Delhi: EssEss Publications.

14. Sheehy, E. P. (Ed). (1986). Guide to reference books. 10th ed. Chicago: ALA.

15. Walford, A.J: (1990).Guide to Reference Materials, London, Library Association, 3Vol

Master of Library and Information Science: Semester I
MLIS-H 103: Information Processing & Retrieval – I: Cataloguing & Classification Theory.

Sub Code: MLISH 103	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- ➡ To help students to develop an understanding of organizing information sources.
- ➡ To understand the principles and practices of document description including electronic documents.

Module I: Knowledge Organization   10 Hours

History and Development of Classification: Knowledge Classification,
- Library Classification: Meaning, definitions, nature, purpose and importance.- General Theory of Classification:
□ Descriptive Theory
□ Dynamic Theory
- Major Contributions by S.R. Ranganathan to classification Theory.

Module II: Design and Development of Classification Schemes   12 Hours

Normative Principles of Classification: Basic laws, Fundamental laws, Canons,Principles and Postulates.- Species of Library Classification: Enumerative, Almost Enumerative, Almost Faceted, Rigidly Faceted, Freely Faceted Classification.- Standards Schemes of Classification: CC, DDC, UDC
- Trends in Library Classification: KOS in the Internet world, Ontology, Folksonomy. Taxonomy Categories.

Module III: Bibliographic Description   12 Hours

Cataloguing – Meaning, Definition, Need, Purpose and Functions of Library Catalogue.- Evolution of Catalogue- Physical Forms : Inner Forms and Outer Forms- Different kinds of entries- Cataloguing codes, AACR2 (latest Edition)
- Resource Description and Access (RDA)- Types of Catalogue: Cooperative and Centralized Cataloguing, Union Catalogue- Standardization of Bibliographic Description: ISBD (M), ISBD(S), ISBD(G),ISBD (NBM) and ISBN- Recent Trends in Library Catalogue: Online Public Access Catalogue (OPAC)- Bibliographic Record Format – MARC21, UNIMARC, CCF

Module IV: Normative Principles of Cataloguing and Subject Heading   18 Hours

Background and Development of Normative Principles.- General Normative Principles: Laws.- Specific Normative Principles of Library and Information Science.- Specific Normative Principles of Cataloguing: Canons.- Impact of Normative Principals, Laws and Canons on Library Cataloguing. - Meaning,

Purpose and Objectives of Subject Cataloguing.- Design and Construction - Sears list of Subject Heading,- Specific Indexing Techniques: Chain Indexing, Preserved Context Index System (PRECIS), Postulate-based Permuted Subject Indexing (POPSI), Computer Aided Subject System (COMPASS). - Subject Headings: General – Sears List of Subject, Library of Congress Subject List; - Subject oriented: MeSH, SHE.

Module V: Meta Data   **08 Hours**

Meaning Definition, Purpose and Importance of Metadata - Basic Features of Metadata - Types of Metadata - Elements of Metadata- Metadata Standards: Dublin Core, Mark 21.- Benefits of Metadata for Libraries and Users.

Selected Readings:

1. American Library Association (2013). RDA 2013 Revision: Resource Description & Access. Chicago: American Library Association.

2. Anglo American Cataloguing Rules. 2nd Edition 2002 Rev. (2002). Chicago: America Library Association.

3. Anglo American Cataloguing Rules. 2nd Edition Rev. (1998). New Delhi, Oxford.

4. Cabonero, D. A. and Dolendo, Russell B. (2013) Cataloging and Classification Skills of Library and Information Science Practitioners in their Workplaces: A Case Analysis. Library Philosophy and Practice,

5. Dhyani, Pushpa. (1998). Library Classification: Theory and Practice. New Delhi: Vishwa Prakashan.

6. Joint Steering Comm (2015) Ed. RDA: Resource Description and Access. London: Facet Publishing.

7. Krishan Kumar (2004). Theory of Library Classification. New Delhi: Vikas.

8. Kumar, P. S. G. (2003). Knowledge Organization, Information Processing and Retrieval Theory. Delhi: BR Publications.

9. Maxwell, Robert L. (2013) Maxwell's Handbook for RDA: Explaining and Illustrating RDA: Resource Description and Access Using MARC21. New York: ALA Edition.

10. Shawne D. Miksa (2015). Introduction to Resource Description and Access: Cataloguing and Classification in the Digital Era. London: Facet Publishing.

11. Ramalingam, M. S. (2000). Library Cataloguing and Classification Systems. Delhi: Kalpaz.

12. Ranganathan, S. R. (1955). Headings and Canons. Madras: S Vishwanathan.

13. Ranganathan, S. R. (1988). Classified Catalogue Code. Madras, UBSPD.

14. Ranganathan, S. R.. (1950.) Library Catalogue: Fundamentals and procedures. Madras:LA.

15. Ranganathan, S. R. (1999). The Five Laws of Library Science. Bangalore: Sarada Ranganathan Endowment for Library Science.

16. Ranganathan, S. R. (1957-58). Prolegomena to Library Classification. Ed2, London: LA.

17. Sinha, S. C. and Dhiman, A. K. (2002). Prolegomena to Universe of Knowledge. New Delhi: Ess Ess.

18. Ranganthan S. R. (1998) Elements of Library Classification. Bangalore: Sarada Ranganathan Endowments for Library Science.

19. Shichao Zhang, Chengqi Zhang, and Xindong Wu. (2004). Knowledge Discovery in Multiple Databases. New York: Springer.

20. Srivastav AP (1993) Theory of Knowldege Classification. New Delhi: Sage.

21. Sumangala Jha. (2013). Knowledge Organization, Information and Retrieval. New Delhi: Anmol.

22. Beghtol W. B. (2004). Knowledge Organization and Classification in International Information Retrieval. London: Routledge.

23. Chowdhury, G. G. & Chowdhary, S. (2001). Information Sources and Searching on the World Wide Web. London: Facet Publishing.

24. Chowdhury, G. G. & Chowdhary, S. (2001). Searching CD-ROM and Online Information Sources. London: Facet Publishing.

Master of Library and Information Science: Semester I
MLIS-H 104: Information Technology Basics

Sub Code: MLISH 104	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To introduce the structure of universe of knowledge
- To understand the principles and practices of document description including electronic documents.

Module I: Information Technology - Introduction to Computer   12 Hours

Meaning, Definitions, Evolution, Scope, Components, Functions, Benefits and Applications - Meaning, Definitions, Evolution, Scope, Components, Functions, Benefits and Applications.

Module II: Computer Architecture   10 Hours

Components of a Computer: Central Processing Unit, Input and Output Devices, Internal and External Storage Devices.

Module III: Software   12 Hours

System Software: Purpose, Operating Systems – Microsoft Windows, LINUX, UNIX, Open Source Operating Systems.- Application Software: Word Processors, Spreadsheets, Internet Browsers,- DBMS, Anti-Virus Programs, Sharewares, Web Designing Tools, HTML Editors.

Module IV: Data Representation and File Organization   14 Hours

Data representation in computers- Number Systems: Binary, Decimal, Octal and Hexadecimal (Addition, Subtraction of Number Systems) - File Concepts, Methods, Functions, Sequential, Inverted, Indexed, and other methods.

Module V: Overview of Programming Languages   12 Hours

Concept, Need, Examples - Machine, Assembly and High level programming languages - Programming Concepts: System Analysis, Algorithms and Flow-Charts

Selected Readings:

1. Alexander, Tom and Mathew, Joe. (2012).Computer and Information Technology, New Delhi; Neha Publishers & Distributors.

2. Arvind Kumar. Ed. (2006). Information Technology for all (2vols.). New Delhi, Anmol,

3. Bansa, S. K. (2005).Information Technology and Globalisation, New Delhi: A. P.H.

Publishing Corporation.

4. Bansandra, S. K. (2002). Computer Today, New Delhi, Golgitaia.

5. CA Praveen Jain. (2015) IT Information Technology, New Delhi, Jain Publishing.

6. Chandwani, M. and Jain A. (2014). Computing and Informatics. , New Delhi, Jain Publishing.

7. Decson, Eric. (2000). Managing with Information Technology, Great Britan, Kogan Page Ltd,

8. Dinesh, Madan (2015). Information Technology a Complete Reference, New Delhi, Jain Publshing.

9. Forrester W. H. and Rowlands, J.L. (2002). The Online searcher's compainion, London, Library Association.

10. Gupta, Vikas. (2005).Rapidix Computer Course, New Delhi, Pustak Mahal

11. Hunter and Shelly (2003).Computers and Common sense, New Delhi, Vikas, Kailash

12. Chandra Das, (2012). Application of Information Technology in Libraries, JBA New Delhi.

13. Rowely, Jennifer. (2001). Information System, Ed.2, London, Clive Bingley.

14. Satyanarayana, R. (2005). Information Technology and its facets. Delhi, Manak

15. Sunders, R. (2000). Computer Today Ed. 2, John Wiley.

16. Taxali, Ravikant. (2006). PC software made easy, New Delhi.

17. Abraham, Silberschatz. (2006). Ed 7th. Operating System Principles, Peter Baer Galvin.

18. Dhamdher, D. M. (2012).Operating Systems A Concept Based Approach, New Delhi; Jain Publshing.

19. Edward Jones, Microsoft Word 2010: An Introduction [Kindle Edition]: Amazon Digital Services.

20. Jason A. Clark. (2015). Responsive Web Design in Practice (Library Technology Essentials) [Kindle Edition], Publisher: Rowman & Littlefield Publishers.

21. Mehmet Zahid Sobaci ((2014).) Ed. Social Media and Local Governments: Theory and Practice (Public Administration and Information Technology): Springer.

22. Narendra, Dodiya. (2015). 10 Pillars of Library and Information Science: Pillar 8: Information Technology. New Delhi: Ess Ess Publications.

23. Robert, Kraut. (2006). Computers, Phones, and the Internet: Domesticating Information

Technology, Malcolm Brynin, Sara Kiesler, New York, Oxford University Press.

24. Rocco, Agrifoglio. (2015). Knowledge Preservation Through Community of Practice: Theoretical Issues and Empirical Evidence (Springer Briefs in Information Systems). Publisher: Springer.

25. Sudeepa Banerjee, (2014). Internet as a Media, New Delhi; Jain Publshing.

Master of Library and Information Science: Semester I
MLIS-S 105: Information Processing & Retrieval – I:
Cataloguing & Classification Practical.

Sub Code: MLISS 105	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:
- ➡ To train the students in the methods of description of various sources.
- ➡ To develop knowledge and skills cataloguing special documents (Printed and Non-printed) by using standard cataloguing systems

Module I: Classification of Documents (DDC latest edition).   12 Hours

Identification of Specific Subjects of the Documents- Classification of documents representing simple, compound and complex subjects.

Module II: Classification of Documents (DDC latest edition).   10 Hours

Use of Standard sub-division (table 1) in DDC. - Use of tables in DDC: From table -2 to table 7. - Assigning Book Number - Web Dewey.

Module III: Cataloguing of Documents   12 Hours

Cataloguing of Simple Documents- Cataloguing of Complex Documents

Module IV: Cataloguing of Documents   14 Hours

Cataloguing of Serials

Module V: Cataloguing of Documents   12 Hours

Subject Cataloguing- Assigning Subject Headings Using at least one standard list of Subject Headings (Sears list of subject Heading/ Library of Congress Subject Headings)

Selected Readings:

1. Bell, J. (1998). Dewey for Windows Guide. Albeny NY: Forest Press

2. Kumar, P. S. G. (1990). Practical Guide to DDC 20. Nagpur: Dattsons.

3. Kumar, P. S. G. (2003). Knowledge Organization Information Processing and Retrieval Practice. New Delhi: BR

4. Moore, J. A. Ed. (2002). Practical Reading: Processing Information. Boston: Addison Wesley.

5. Sahu, R. (2012). DDC in Library Science. New Delhi: Random Publishing.

6. Sanjay Kaushik (2012). DDC: A Practical Manual of 23rd Edition. New Delhi: Ess Ess Publication.

7. Satija MP (2001). Exercises in the 19th Edition of the DDC. New Delhi: Concept Publishing.
    Satija MP (2013). Dewey Decimal Classification 19th Edition (1979) to Edition 23rd (2011).New Delhi: Ess Ess.

8. Satija MP (2013). The Theory and Practice of the DDC System Second Edition. New Delhi: Chandos Publishing House Cambridge.

9. Sharma, C. K. (2008). Practical Handbook of Dewey Decimal Classification. New Delhi: Antlantic.

10. Spink, A. (2012). Information Processing and Retrieval in Library and Information Science. New Delhi: Gaurav.

11. Takahira, Y. (2009). Practical Aspects of Knowledge Management. New York: Springer.

Master of Library and Information Science: Semester I
MLIS-S 106: Scholarly Communication

Sub Code: MLISS 106	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To enable students to gain hands on experience on Scholarly communication .

➡ To facilitate students to observe, understand and practice use of IT in a selected Libraries and Information Centers.

Module I: **Republic of Science and Scholarship**   **10 Hours**

Republic of Science and Scholarship: Foundations of Science and scholarship. Principles and paradigms of scientific culture/scholarship: Historical perspective of scholarly communication systems. Scholarship and scholarly traditions

Module II: **Evolution of Internet/Electronic publishing**   **12 Hours**

Study of journals, their functions, working and processes. The importance of scientific and professional societies in journal publishing; the peer review process; the migration of peer review journals from print to Web–based; Serials pricing crisis phenomena.

Module III: **Open Access Movement**   **12 Hours**

Rise of Internet as game changer in scholarship, communication, and daily lives.- Evolution of Internet/Electronic publishing; Web 2.0 and the mergence of Wikipedia; slideshare; You Tube; blogs and others as mainstream media. E-Science, Open Data and cyber Infrastructure.

Module IV: **Copyrights issues**   **14 Hours**

 Open Access Movement: understanding OA—concepts, principles, ideology and philosophy of Open Source, Open Content; Open Educational Materials and Open Access to scientific literature; the Green and Gold route to OA. Familiarity with the people and organizations behind the OA movement.
- Study of Open source software for IR and DL: DSpace; Eprints ; Fedora ; Kete

Module V: **12 Hours**

Copyrights issues. Understanding copyrights. Creative Commons. Licensing issues.- Scientometrics and metrics of scholarly ommunication. Innovations in measuring Science and scholarship. Mapping Science and tools and parameters: usage and influence factors.

Selected Readings:

1. Derricourt, R.(1996). An author's guide to scholarly publishing, Princeton, N.J. : Princeton University Press.

2. Andersen, D.L.(2004). Digital scholarship in the tenure, promotion, and review process. Armonk, N.Y. : M.E. Sharpe.

3. Donohue, J. C. (1974). Understanding scientific literatures: bibliometric approach, Cambridge, MIT Press.

4. Gabriel, Michael. (1989). A guide to the literature of electronic publishing: CD-ROM, desktop publishing, and electronic mail, books and journals, Conn. : Jai Press.

5. http://www.Library.cornell.edu/scholarlycomm/openaccessday.html

6. Machlup, F. and others Eds.(1980). Information through the printed word : The dissemination of scholarly, scientific, and intellectual knowledge. 1978-1980. . New York : Praeger Publishers.

7. Nisonger, T. E. (2007). Journals in the core collection: Definition, identification, and applications. *The Serials Librarian, 51*(3-4), 51-73.

8. Rowlands, I. and Nicholas, D. (2005). New journal publishing models: an international survey of senior researchers. London, CIBER, 2005. Available at http://www.ucl.ac.uk/ciber/ciber_2005_survey_final.pdf

9. Rowlands, I. *et al. (2004).* Scholarly Communication in the digital environment: what do authors want? London, CIBER. Available at: http://www.ucl.ac.uk/ciber/ciber-pa-report.pdf.

10. Saha, S. *et al*. (2003). Impact factor: a valid measure of journal quality? *Journal of the Medical Library Association* 91: 42-6. Available at http://www.pubmedcentral.nih.gov/picrender.fcgi?artid=141186&blobtype=pdf

11. Gorman, G.E.(2005). Scholarly publishing in an electronic era. 2005. London: Facet Pub.

12. Schroter, S. (2005). Perception of open access publishing: interviews with journal authors.

13. *British Medical Journal*, 330: 756. http://dx.doi.org/10.1136/bmj.38359.695220.82

14. Medford, N.J.(2000).The web of knowledge: a festschrift in honor of Eugene Garfield. N.J., Information Today.

15. Tibbitts, G. (2006). Measuring quality in journal publishing: new and emerging methods.

16. Presentation at International Academy of Nurse Editors conference, London, August 2003. Available at:

http://www.blackwellpublishing.com/press/files/2006_08August03_INANE_

17. Conference_London_GTV2.ppt

Master of Library and Information Science: Semester II
MLIS-H 201: Management of Libraries and Information Centres

Sub Code: MLISH 201	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To familarise students with the concept of Management and its approach.
➡ To make them understand the managerial work and skills in library environment.

Module I: Management   10 Hours

Concept, Meaning, Definitions and Scope;- Management Schools of Thought;- Functions and Principles of Management;- Scientific Management, Principles of Scientific Management and their application to Library and Information Centres- Organizational Structures

Module II: Library House Keeping Operations   12 Hours

Different Sections of Library and Information Centre- Book Selection and Acquisition: Purpose, Objectives, Need and Functions. Book Selection Tools and Principles of Book Selection- Technical Processing- Serial Control, Circulation Control, Maintenance etc.- Stock Verification: Policies, Procedures and Methods - Online Bookshops: Identification, Advantages, Online Book Shops Vs Traditional Book Shops. URLs - Collection Development and Management Policies, Procedures. - Archiving- Conservation-Preservation, Print and non-print materials

Module III: Human Resource Planning, Management and Development   12 Hours

Human Resource Planning: Meaning, Definitions and Planning Process.
- Human Resource Management: Meaning, Definitions and Functions.
- Job Description, Analysis and Job Evaluation; - Recruitment procedures;
- Motivation, Delegation, and Decision Making;- Training and Development
- Performance Appraisal- Leadership Qualities

Module IV: Financial Management and System Analysis and Design   14 Hours

Concepts, Meaning and Definitions - Study of a System - Performance Evaluation of Library and Information Centres - Performance Measurement
- Management of Information systems (MIS): Concept, Use - Project Management, PERT / CPM.

Module V: Planning and Reporting   12 Hours

Concept, Definition. Need, and Purpose; Types - Policies and Procedures, MBO - Building and Space Management in Libraries and Information Centres
- Library Statistics - Library Committees: Importance, Types and Functions
- Library Rules and Regulations - Annual Report: Compilation, Contents and Style

Selected Readings:

1. Beardwell, Ian and Holden, Len. Ed. (1996). Human Resource Management: Contemporary Perspective. New Delhi: McMillan.

2. Besterfield, D. H. (2011). Total Quality Management. Prearson, New Delhi.

3. Brophy, Peter and Courling Kote. (1997). Quality Management for Information and Library Managers. Bombay: Jaico.

4. Bryson, J. O. (1996). Effective Library and Information Management. Bombay: Jaico.

5. http://www.egyankosh.in/book.php?course=MLIS&uid=1.

6. Iyer, V. K. (1999). Library Management of Staff Training and Development. Delhi: Rajat.

7. Krishna Kumar. (1987). Library Administration and Management. Delhi: Vikas.

8. Krishnamurthy, R. (1997). Library Management. New Delhi: Commonwealth.

9. Kumar P.S.G. (2003). Management of Libraries and Information Centres. Paper V of UGC Model Curriculum. Delhi: B.R Publishing Corporation.

10. Paliwal, P.K. (2000). Compendium of Library Administration. New Delhi: Ess Ess.

11. Pankl, V., & White, D.T. (2010). Recruitment, Development, and Retention of Information Professionals: Trends in Human Resources and Knowledge Management. Business Science Reference.

12. Sengar Sunita & Singh, R K. (2009). Human Resource Management in Libraries. Shree Publisher & Distributors. New Delhi.

13. Sengar, S., & Singh, R. K. (2009). Human Resource Management in Libraries. Shree Publisher and Distributors.

14. Siwatchi, Ajit Singh. (2004). Library Management: Leadership style Strategies and

15. Organizational climate. New Delhi: Shree.

16. Stueart, R.B., Morner, C. J. & Moran, B.B. (2012). Library and Information Centre

17. Management. Ed. 8, Libraries Unlimited.

18. www.netugc.com.

Master of Library and Information Science: Semester II
MLIS-H 202: Information system and services.

Sub Code: MLISH 202	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➧ To acquaint with the students with basic concepts of computers and other information technologies.

➧ To provide skills in using computers and communication technologies.

Module I: Information Systems   10 Hours

Basic concept, Types, Characteristics and components. Planning and Organisation of Information Systems.- Different kinds of documents: Dictionaries, Encyclopedias, Ready Reference Sources, Statistical Sources, Geographical sources, Biographical sources, Patents, Stadards, Theses, Reports, Standards and Specifications, etc.

**Module II: Libraries, Documentation, Planning, Designing and   12 Hours
Evaluation of National and International Information
Systems.**
Data Banks, Information Analysis Centres, Documentation Centres, Document Delivery/Reprographic Centres, Archives and Museum, Referral Centres, Clearing House. - Evaluation Criteria for National and International Information Systems.

Module III: National and International Information Systems and Services   12 Hours

NAPLIS (National Policy on Library and Information Systems). NISCAIR, DESIDOC, NASSDOC, SENDOC, INFLIBNET, NISSAT. - UNESCO-PGI, AGRIS, INIS, INSPEC, DEVSIS, MEDLARS, ICSU, BIOSIS, UNISIST.

Module IV: Reference Service   14 Hours

Meaning, Definition and Scope.- Need and Purpose of Reference Service.
- Types of Reference Service: Short Range and Long Rang - Reference vis-à-vis Information Service. - Information Alerting Services: CAS, SDI, Paper Clipping Service, Indexing service, Abstracting service. etc.

Module V: Open Access Initiatives   12 Hours

Open access: Concept, Need, Characteristics and Types. - Open Access Initiatives in India. - Evolution of Institutional repositories - Institutional repositories-concepts and issues - Repositories and Open Archives - Implementing institutional repositories - Institutional repository software-Key features and functionality. - IR and Case Studies. - Document Delivery Services.

Selected Readings:

1. Asija, Sunitha. (1998). Documentation services in India: A review of some selected documentation centres. New Delhi, Academic Publications.

2. Barua, Brahmanda Pratap. (2002). National Policy on Library and Information Systems and Services for India. Bombay: Popular Prakashana.

3. Burch, J. C. and Stretev, F. R. (2004). Information Systems: Theory and Practice.

4. Colin, H. Ed. (2006). Management Information Systems in Library and Information Services. London: Tayler Graham.

5. Goyal, D.P. (2014). Management Information Systems. New Delhi: Vikas.

6. Harris, Colin. (2006). Management Information Systems in Libraries and Information Services.New York Tyler Graham.

7. Jawadekar. (2013). Management Information Systems: A Global Digital Enterprise Perspective. Delhi: McGraw Hill Education (India).

8. Kaushik P. (2006). Library Infomarion services and Systems. New Delhi: Anmol Publications.

9. Keyes, Jessica. (2010). Information Services and Systems (Best Practices). New York: Auerbach Publications.

10. Kochtanek, Thomas R. and Mathews, Joseph R. (2004). Library and Information Systems:

11. From Library automation to distributed information access solution. West Port: Libraries Unlimited.

12. Krishna Kumar. (1977). Reference service. New Delhi.

13. Lucas, Amy. Ed. (1990). Encyclopedia of Information Systems and Services. Detroit Gale Research.

14. Murdick, Rober G. et. Al. (1996). Information Systems for Modern Management. 3red ed. New Delhi: Prentice Hall.

15. Neelameghan A. and Prasad, K.N. Eds. (2005). Information systems and services in India. Bangalore, SRELS.

16. Osbern, Larry N. and Nakamura, Margeret. (2004). Systems Analysis for Librarians and Information Professionals . 2nd ed. Englewood: Libraries Unlimited.

17. Ranganathan, S. R. (1967). Reference Service. Bombay: Asia.

18. Sadagopan, S. (2014). Management Information Systems. Delhi, PHI Learning.

19. Sing, Gurudev. (2013). Information Sources Services and Systems, Delhi: PHI Learning Private Limited.

20. Wiseman, H. M. (1972). Information Systems, Services and Centres. New York: Becker and Hanyes.

Master of Library and Information Science: Semester II
MLIS-H 203: Information Processing & Retrieval – II:
Practical, UDC and AACR-2

Sub Code: MLISH 203	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To help students to develop an understanding of organizing information sources.
- To understand the principles and practices of document description including electronic documents.

Module I: **Universal Decimal Classification (UDC)** **10 Hours**

Introduction to the Structure of UDC- Use of Common Auxiliaries- Use of Special Auxiliaries- Construction of the Class numbers- Filing Order and Citation Order- Assignment of Book Numbers

Module II: **Cataloguing of Non Book Materials according to AACR-2** **12 Hours**

Cataloguing of Cartographic Materials

Module III: **12 Hours**

Cataloguing of Microforms

Module IV: **14 Hours**

Cataloguing of Sound Recordings, Motion Pictures and video Recordings

Module V: **12 Hours**

Cataloguing of Electronic Resources

Selected Readings:

1. Bose, H. (1988). Universal Decimal Classification Theory and Practice. United Kingdom: Stosius Inc/Advent Books Division.

2. British Standards Institution (2003). Universal Decimal Classification. United Kingdom: British Standards Institution.

3. Kalinina, E. & Smirnova, A. I. (1986). Vocabulary of Terms on UDC Theory & Practice. Russia: All-Union Institute.

4. Khanna, J. K.(2009). Universal Decimal Classification. Agra:Y. K. Publishers

5. Raju, A. A. N. (2007). Universal Decimal Classification (IME – 1993): Theory and Practice: A Self Instructional Manual. New Delhi: Ess Ess Publisher.

6. Satyanarayana, V. V. V. (1998). Universal Decimal Classification: A Practical Primer. New Delhi: Neha Publishers.

7. Sehgal, R. L. (2002). An Introduction to UDC. New Delhi: Ess Ess.

8. Singh, K. P. (2013). UDC A Manual for Classification Practical and Information Resources. New Delhi: Today Tomorrows.

Sub Code: MLISH 204	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To introduce the structure of universe of knowledge
- To understand the principles and practices of document description including electronic documents.

Module I: Information users and their needs   10 Hours

Category of User Communities: Students, Teachers, Scientists and Technologists, Research and Development Personnel, Planners, Policy Makers, Ethnic groups and other professionals- Need and Information Needs: Meaning, Definition, Distinction between need, want, demand and requirement- Types of Information Needs- Information Seeking Behavior: Meaning, Definition, Different Models of ISB

**Module II: User Studies, Methods and Techniques of conducting user   12 Hours
studies in Library and Information Centre**

Meaning, Definitions and Importance- Planning and organization of User Studies- Case Studies- Information Use Studies- Quantitative and Qualitative Techniques- Survey Methods: Techniques of data collection- Questionnaire, Interview, Observation, Diary, Record Analysis and Citation Studies
- Sampling: Types of sampling

Module III: User Education   12 Hours

Meaning, Definitions and Importance- User Education in the electronic environment- Different methods of conducting User Education- Evaluation of User Education Programs (UEP)- Resource Based Instruction

Module IV: Life Long Learning   14 Hours

Meaning, Definition, Importance- Life Long Learners- Major Drivers of lifelong learning

Module V: Global perspectives   12 Hours

Development of IL Standards and Guidelines: National and International
- National Information Literacy Missions, Forums and Task forces
- Integration of Information Literacy at different levels of education
- Information Literacy in India

Selected Readings:

1. Alvite, L. and Barrionuevo, L. (2011). Libraries for Users: Services in Academic Libraries. Oxford: Chandos Publishing.

2. Biblarz, D., Bosch, S. and Sugnet, C. (2001). Guide to Library User Needs Assessment for Integrated Information Resource Management and Collection Management. Maryaland: Scarecrow Press, Inc.

3. Eisenberg, M. B., Lowe, C. A. and Spitzer, K. L. (2004). Information Literacy: Essential Skills for the information age. London: Libraries Unlimited.

4. Eisenberg, M. B., Lowe, C. A. and Spitzer, K. L. (2004). Information Literacy: Essential Skills for the information age. London: Libraries Unlimited.

5. Ford, N. (2015). Introduction to Information Behaviour. London: Facet Publishing.

6. Ford, N. (2015). Introduction to Information Behaviour. London: Facet Publishing.

7. Grassian, E. S., Kaplowitz J. R. (2009). Information Literacy Instruction: Theory and Practice. Chicago: Neal-Schuman Publishers, Inc.

8. Grassian, E. S., Kaplowitz J. R. (2009). Information Literacy Instruction: Theory and Practice. Chicago: Neal-Schuman Publishers, Inc.

9. Henry, M. and Morgan,S.(2002). Practical strategies for modem academic library. London: Aslib-IMI.
   Kawatra, P. S. (1997). Library user studies: Manual for librarians and information scientists. Mumbai, Jaico.

10. Kumar, P. S. G. (2004). Library and Users: Theory and Practice. Delhi: B. R. Publishing Corporation.

11. Lushington, N. (2002). Libraries Designed for Users: A 21st Century Guide. Chikago: Neal-Schuman Publishers.

12. Lushington, N. (2002). Libraries Designed for Users: A 21st Century Guide. Chikago: Neal-Schuman Publishers.

13. P. Balasubramanian, P. (2011). Users and Uses of Library. New Delhi, Deep and Deep Publications Pvt. Ltd.

14. Ruthven, I and Kelly, D. (2011). Interactive Information-seeking Behaviour and Retrieval. London: Facet Publishing.

15. Spiller, D. (2000). Providing Materials for Library Users (6th Ed.). Chicago: Library

Association Publishing.

16. Trehan, G. L. (1985). College library management: Academic library system, service and use. New Delhi: Sterling.

Master of Library and Information Science: Semester II
MLIS-S 205: Academic Libraries system.

Sub Code: MLISS 205	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To provide an understanding of need for library and information service support to different types of Public Libraries.

➡ To help students to understand the nature of information sources, Information users and Information services in Libraries.

Module I: **Academic Libraries, Evolution of Higher Education and**   **10 Hours**

Libraries in India

Meaning, Definition, Importance, Functions.- Types of Academic Libraries. School, College, University Libraries- Role of Libraries in Higher Education. - Higher Education and Libraries in India before independence and after independence.- Role of Academic Libraries in the present electronic environment.- Challenges of Academic Libraries.

Module II: **University Grants Commission (UGC), Collection**   **12 Hours**

Development and Management in Academic Libraries

Establishment of UGC.- Role of UGC in the Development of Academic Libraries. - Ideal Characteristics of Academic Library collection- Meaning and Definitions of collection development.- Book selection procedure.- Collection development policy in the digital environment.- Problems of collection development.- Copyright uses in the digital environment.

Module III: **Academic Library Services**   **12 Hours**

Digital Reference Services (DRS).- Current Awareness and SDI Service (CAS & SDI)- E-mail Altering Services.- Electronic Document Delivery Services (EDDS)- Database Services.- User Education and Information Literacy.

Module IV: **Academic Library Management**   **14 Hours**

Human Resource Development (HRD) and Financial management in Libraries.- HRD: Meaning, definitions and importance.- Manpower planning and training: Continuing Education Programmes(CEPs) for Librarians.
- Financial Management: Types of Budgeting, Lumpsum Budget, Zero Based Budget (ZBB) and Program Planning Budgeting System (PPBS).

Module V: Library Networking   **12 Hours**

Library/ Information Networking: Definition, need and importance.
- Information Network Development in India: DELNET, INFLIBNET,
VIDYANET, ERNET.- Library Consortia: Emerging Trends.

Selected Readings:

1. Deshpande, K. S. (1985). University Library System in India. New Delhi: Streling Publishers Pvt. Ltd.
2. Dhiman, A. K. (2002). Academic Libraries. New Delhi: Ess Ess Publications.
3. Flemming, H. (1990). User Education in Academic Libraries. London: The American Library Association.
4. Mathews, B. (2009). Marketing Today's Academic Library: A Bold New Approach to Communicating with Students. Chicago: American Library Association.
5. Petruzzelli, B. W. (2006). Real-Life Marketing and Promotion Strategies in College Libraries: Connecting With Campus and Community. London: Routledge.
6. Budd, J. M. (1998). The Academic Library: Its Context, Its purpose and Its operation. Englewood, Colorado: Libraries Unlimited.
7. Dayal, B. (2011). Managing Academic Libraries Principles and Practice. New Delhi: Isha Books.
8. Kumar, P. S. G. (2004). Information Sources and Services: Theory and Practice. Delhi: B. R. Publishing Corporation.
9. Mitchell, E. and Seiden, P. (2015). Reviewing the Academic Library: A Guide to Self-Study and External Review. Chicago: American Library Association.
10. Petruzzelli, B. W. (2006). Real-Life Marketing and Promotion Strategies in College Libraries: Connecting With Campus and Community. London: Routledge.
11. Rajasekharan, K. and Nair, R. (1992). Academic library effectiveness. New Delhi: Ess Ess Publications.
12. Kaul, H. K. (1999). Library resource sharing and networks. Delhi: Virgo Publication.

Master of Library and Information Science: Semester II
MLIS-S 206: Public Libraries system

Sub Code: MLISS 206	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To provide an understanding of need for library and information service support to different types of Academic Libraries.

➡ To help students to understand the nature of information sources, Information users and Information services in College and university Libraries.

Module I: Public Libraries, Collection Development and Management   10 Hours

Meaning, Definitions, Origin, Objectives and Functions- UNESCO Public Library Manifesto: 1972, 1994 and 2004.- Role of Public Libraries in Modem Society.- Growth and Development of Public Libraries in USA, UK and India. - Steps in collection development: Selection and Acquisition of different types of documents including non-book materials.

Module II: Organization and Management of Information Resources   12 Hours

and Services

Organization of Library, Staff Manual, Statistics, Work Measurement and Standards.- Organization of Information Resources.- Planning and Organization of various types of Information services to the different.

Module III: Human Resource Planning, Management and Study of   12 Hours

Library Legislation

Nature, Size, Selection and Recruitment, Qualifications, Training and Education, Duties and Responsibilities, Service conditions, motivation and control. - Library Legislation: UK, USA and India.- Karnataka Public Libraries Act, 1965 and its features.- Comparative and Critical Study of Public Library Acts in India.

Module IV: Financial Management   14 Hours

Financial resources of Public Libraries, Mobilization and Estimation of Public Library Finance. - Budget: Meaning, Definitions and Functions. - Different types of Budget and Application of PPBS in Public Libraries.

Module V: Library Automation and Library Users   12 Hours

Computerization of different divisions, networking: National and Regional Levels.- Resource sharing: Problems and Prospects. - Study of Users and their needs, User Education and Public Library Standards.

Selected Readings:

1) Beardwell, Ian and Holden, Len. Ed. (1996). Human Resource Management: Contemporary.

2) Perspective. New Delhi: McMillan. Bilal, D. (2014). Library Automation: Core Concepts and Practical Systems Analysis. Ed. 3. Libraries Unlimited.

3) Iyer, V. K. (1999). Library Management of Staff Training and Development. Delhi: Rajat.

4) Kesavan, B.S. (1961). National Library of India, Calcutta. National Library.

5) Krishnamurthy, R. (1997). Library Management. New Delhi: Commonwealth.

6) Kumar, M. G., & Sethunath, (2012). V S. Public Libraries. Crescent Publishing Corporation.

7) McCloven, L.R. (1951). Public Library Extension, Paris. UNESCO.

8) Mittal, R.L. (1971). Public Library Law, Delhi: Metropolitan.

9) Ranganathan, S.R. (1950). Library Development Plan: A 30 year Programme for India with Draft Library Bill, Delhi: Delhi University.

10) Tiwari, P. (2010) Library Automation. Aph Publishing Corporation.

11) Venkatappaiah, Velega. (2007).Public Library Legislation in the New Millennium. Bookwell.

12) White, Carl M. Ed. (1964). Bases of Modem Librarianship. New York: Pergmon, 1964.

13) Goulding, Anne. (2012). Public Libraries in 21st Century: Defining Services and debating the future. Ashgare. United Kingdom.

14) www.netugc.com.

15) http://www.egyankosh.in/book.php?course=MLIS&uid=1

Master of Library and Information Science: Semester II
MLIS-OE 207: Information Literacy

Sub Code: MLIS-OE 207	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To help students to understand the nature of information sources Information users and Information services in Bio-Medical Libraries and Information Centers.

➡ To provide an understanding of need for library and information service support to medical health & welfare areas.

Module I: Information Literacy (IL)   10 Hours

Fundamentals of IL: Meaning, Definitions and Concepts - History and Evolution - Need and Importance - Information Literacy and Libraries

Module II: Types of Information Literacies   12 Hours

Technology Literacy- Media Literacy- Computer Literacy- Digital Literacy

Module III: Information Literacy Standards, Guidelines and Models   12 Hours

ALA, ACRL and IFLA Guidelines- Information Literacy Standards
- Elliss model, Kuhlthau model, SCONUL and Empowering 8TM models
- Partners of Information Literacy

Module IV: Life Long Learning and Information Literacy   14 Hours

Meaning, Definition, Importance- Life Long Learners- Major Drivers of lifelong learning- Role of Information Literacy in higher education- Role of information literacy in research- Impact of Information Literacy skills on Learning and Reading Habits.

Module V: Trends in Information Literacy Research and major IL   12 Hours
Initiatives,Programmes

Current Trends and Research in Information Literacy
- Integration of Information Literacy at different levels of education
- Global Perspectives of Information Literacy
- Information Literacy Initiatives and Programmes in India.

Selected Readings:

1. American Library Association (2006). Information Literacy Competency Standards for Higher Education. Available at: www.acrl.org

2. American Library Association Final Report of Presidential Committee on Information

3. Literacy. (1989). Final Report. Chicago: Author. www.ala.org/at/nill/littsthtml

4. Association of college and Research Libraries (2000). Information Literacy Competency standards for higher education. Available at: www.ala.org

5. Barker, K. and Londsale, R. Ed. (1994). Skills for life: the value and meaning of literacy. London: Taylor Graham.

6. Bruce, C. (1997). The seven faces of Information Literacy. Adelaide(AU): Auslib Press.

7. Cox, C. and Lindsay, E. (2008). Information Literacy Instruction Handbook. Chicago, IL: Association of College and Research Libraries.

8. Doyle, C. S. (1994). Information Literacy in an information society: A concept for the information age. Syracuse, NewYork: ERIC Clearinghouse on Information and Technology.

9. Eisenberg, M. B., Lowe, C. A. and Spitzer, K. L. (2004). Information Literacy: Essential Skills for the information age. London: Libraries Unlimited.

10. Gilster, P. (2007). Digital Literacy. NewYork: Wiley.

11. Godwin, P. And Parker, J. Ed. (2008). Information Literacy Meets Library 2.0. London: Facet Publishing.

12. Grassian, E. S., Kaplowitz J. R. (2009). Information Literacy Instruction: Theory and Practice. Chicago: Neal-Schuman Publishers, Inc

13. 1Kuhltahu, C. C. (1987). Information Skills for an Information Society: A review of

14. Research. Syracuse, NewYork: ERIC Clearinghouse on Information Resources.

15. Martin, A. and Madigan, D. Ed. (2006). Digital Literacies for learning. London: Facet Publishing. UNESCO (n.d.), "Information Literacy". http://portal.unesco.org/ci/en/ev.php.

Master of Library and Information Science: Semester III
MLIS-H 301: Information Communication

Sub Code: MLISH 301	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To introduce the structure of universe of knowledge
- To understand the principles and practices of document description including electronic documents.

Module I: **Data, Information and Knowledge**   **10 Hours**

Data: Types, Nature and Characteristics- Information: Nature, haracteristics, Value and Notion of Information- Knowledge: Nature, Types, Value and Characteristics features- Inter-relation of Data, Information and Knowledge

Module II: **Information Management and Knowledge Management**   **12 Hours**

Information Management: meaning, definitions and value- Role of new Information Manager- Knowledge Management: meaning, definitions and types of knowledge- Need for Knowledge Management- Difference Between Information Management and Knowledge Management- Knowledge Management Models

Module III: **Information Science Communication**   **12 Hours**

Information Generation and Communication- Channels and Levels of Communication- Barriers of Information Communication- Communication Modes and Models- Information Science: meaning, definitions- Origin, Development and Evolution of Information Science- Theoretical Foundations and Framework of Information Science- Physical and Cognitive Paradigms
- Education for Library and Information Science Professionals

Module IV: **Information Society**   **14 Hours**

Genesis, Development and Evolution of Information Society- Changing Role of Library and Information Centres in the Information Society- Issues of Information Society: Social, Political and Economical- Policies relating to Information: Right to Information and Intellectual PropertyRights
- Concept of Freedom, Censorship, Data Security and Fair Use- National and International Information Policies and Programmes: UAP, UBC

Module V: **Economics of Information and Information Economics**   **12 Hours**

Economics of Information and Information Economics- Information as a Resource and Factors of Production- Economics of Information Sources and Production

Selected Readings:

1. Ackerman, Mark S. [et al.]. (2003). Sharing Expertise: Beyond Knowledge Management. Boston: MIT Press.

2. Debons, Anthony (et al). (1988). Information Science: An Integrated View. Boston, Mass.: G K Hall.

3. Dhiman, Anil Kumar and Sharma, Hemant. (2009). Knowledge Management for Librarians. New Delhi: Ess Ess.

4. Haravu L. J. (2002). Lectures on Knowledge Managemeant: Paradigms, Challenges and Opportunities. Bangalore:Sarada Ranganathan Endowment for Library Science.

5. Kamalavijayan, D. (2005). Information and Knowledge Management. New Delhi: Macmillan.

6. Kumar P.S.G. (2004). Information and Communication (Kumar's Curriculum Series in Library and Information Science) Paper IX of UGC model Curriculum. B. R. Publishing Corporation.

7. Rao, Madan Mohan. (2003). Leading with Knowledge: Knowledge Management Practices in Global Infotech Companies. New Delhi: McGraw Hill.

8. Sahu, Ashok Kumar. (2008). Information Management in New Millennium: Opportunities and Challenges for Library Professionals. New Delhi: Ess Ess.

9. Satyanaraana, N. R. and Satyanarayana, R. ed. (1996). Problems of information Science.

10. Taher, Nasreen. (2005). Knowledge Management: From Rhetoric to Reality. Hyderabad: ICFAI University Press.

11. Vickery, B.C. and Vickery, A. (1994). Information Science theory and practice.

12. Webster, F. (2002). Theories of the Information Society. 2nd ed. London: Routledge.

13. Wolpert, S. A. and Wolpert, J. F. (1986). Economics of Information.

14. http://www.egyankosh.in/book.php?course=MLIS&uid=1.

15. www.netugc.com

Master of Library and Information Science: Semester III
MLIS-S 302: Library Automation and Networking

Sub Code: MLISS 302	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To familiarize the students about Information technology and its application to Library and Information work.

➡ To give a basic knowledge about the Software aspects and Library automation packages.

Module I: Library Automation   **10 Hours**

Library automation: Definition, Need, Purpose and Advantages. Historical development. Planning for Library automation.- Automation of Library operations. Acquisitions, Cataloguing, OPACs, Circulation and Serials control.- Evaluation of Library automation systems. Criteria for evaluation. Evaluation techniques. Study of standards relevant to Library automation.- Application of Barcode and RFID Technology for Library Functions.- Application of Artificial Intelligence to Library and Information Centres

Module II: Network concepts   **12 Hours**

Network concepts: Meaning, and Definition. Digital and analogue signals, Modulation, Frequency, Spectrum, Bandwidth, Multiplexing (FDM, TDM, STDM, and WDM), Asynchronous and synchronous transmission, Transmission Modes - Simplex, Half-duplex and Full duplex channels.- Network devices: File server, Work station, Network Interface Unit, Transmission media, Hub, Repeater, Bridge, Router, Gateway, and Modem.

Module III: Types of computer networks   **12 Hours**

Types of computer networks: Local Area Networks – Concept, Topologies (Bus, Star, Mesh, Tree, and Ring). Wide Area Networks and Metropolitan Area Networks- Concepts, Circuit switching and Packet switching. Difference between LAN and WAN. Wireless Networks – Mobile telephones.- Network architectures. OSI and TCP/IP Reference models.- Internet Technologies: Internet- History and development. World Wide Web (WWW). - Protocols and its functions. Understanding TCP/IP.

Module IV: Network Security Issues and Measures   **14 Hours**

Network Security Issues and Measures: Understanding the following issues in Network security-Security requirements and attacks, Confidentiality with conventional encryption, Message authentication and hash functions, Public-key encryption and digital signatures. Fire walls and anti- virus software.

Module V: Library Networks   12 Hours

Historical Developments of Library Cooperation and Networking.- Library Networks: Study of the functions and activities of OCLC, RLIN, BLAISE, ERNET, JANET, NICNET, INFLIBNET,DELNET, BALNET, MANLIBNET.

Selected Readings:

1. Andrew S. T. & David J.W. (2011). Computer networks. Boston: Pearson Prentice Hall.

2. Balakrishnan, S.(2000). Networking and the future of Libraries. New Delhi: ESS ESS. Barcode basics. http://www.makebarcode.com/info/info.html

3. Bose, K.(1994). Information networks in India: Problems and prospects. New Delhi: ESS ESS.

4. Carter, R.(1987). The Information technology hand book. London: Henemann.

5. Chapman, E.A.(1970). Library systems analysis guidelines. New York: John Wiley.

6. Dhiman, A.K.(2003). Basics of Information technology for librarians and Information scientists. ESS ESS .

7. DRTC(1999). Library networks in India (Seminar Papers). Bangalore, DRTC, ISI.

8. Haravu, L.J.(2004). Library automation: design, principles and practice. London: Allied publishing.

9. Jeanne, F.M. (2006). A librarian's guide to the Internet: A guide to searching and evaluating Information. Oxford: Chandos publishing.

10. Kaul, H K(1992). Library networks: an Indian experience. New Delhi: DELNET.

11. Kumar, P.S.G. (2004). Information technology: Applications (Theory and Practice). DelhiL: B.R. Publishing.

12. Lucy, A. T.(2005). An introduction to computer based Library system. 3rd Ed. Chichester: Wiley.

13. Patnaik, S.(2001). First text book on Information technology. New Delhi: Dhanpat Rai.

14. Ravichandra Rao (1996). Library automation. New Delhi: New Age International.

15. Rich, E. and Knight K.(1994). Artificial Intelligence, 2nd Ed. New Delhi: T.M.H.

16. Richard J.(2006). The institutional repository. Oxford: Chandos publishing.

17. Vishwanathan, T.(1995). Communication technology. New Delhi: T.M.H.

18. Zorkoczy, P .(2005). Information technology: An introduction, London: Pitman.

19. http://www.inflibnet.ac.in

20. http://www.delnet.nic.in

21. http:// www.oclc.org

Master of Library and Information Science: Semester III
MLIS-H 303: Library Automation Practical and Tour

Sub Code: MLIS-H 303	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To enable students to gain hands on experience using computers and communication technology.

➡ To design and develop database using any 0 the available software packages.

Module I: **10 Hours**

Acquaintance, hands on experience and work assignment with any two of the library software packages: SOUL, EASYLIB, LIBSYS

Module II: **12 Hours**

NewGenLib, Koha, NIC- E-Granthalaya

Module III: **12 Hours**

Acquaintance, hands on experience

Module IV: **14 Hours**

Work assignment with MS-Access

Module V: **12 Hours**

WINISIS

Note :- Education tour is compulsory and every student shall submit library education tour observation Report.

Master of Library and Information Science: Semester III
MLIS-H 304: Research Methods and statistical Techniques.

Sub Code: MLIS-H 304	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To understand the role and importance o research in Library and Information Science.
- To introduce different methods and techniques of research.

Module I: **Research:** **10 Hours**

Meaning and Definition, Need and Purpose; Steps in Research as a Process, Types of Research; Barriers to Research; Identification, selection and formulation of a research problem Hypothesis: Meaning and Definitions, Types, Formulation and Testing of hypothesis; Research Design: Definition, Types and their characteristics; Preparation of a research proposal.

Module II: **Research Methods and Techniques/Tools:** **12 Hours**

Scientific Method, Historical Method; Survey Method, Case Study Method, Experimental Method, Delphi Method, Content Analysis, Informetrics and Scientometrics: Questionnaire; Schedule; Interview; Observation; Scales and Checklist; Library Records and Reports.

Module III: **Sampling Methods and Techniques:** **12 Hours**

Concept of Study Population and Sampling, Need for Sampling, Types of sampling - Random and Nonrandom sampling techniques; Sample Size, Bias and Error;

Module IV: **Data Analysis and Interpretation:** **14 Hours**

Descriptive Analysis, Inferential Analysis and Computer Data Analysis; Interpretation of Data including Statistical Testing of
Hypothesis

Module V: **Research Reporting and Evaluation:** **12 Hours**

Structure, Style and Contents; Guidelines for reporting; Style Manuals – Chicago, MLA, APA; Criteria for Evaluation of a research report; Problems and Prospects of LIS Research in India, Trends in LIS Research, Ethical Issues in LIS Research.

Selected Readings:

1. Busha C H and harter S P. (1993). Research Methods in Librarianship. New York: Academic, Publishing House.

2. Fowler F J (1993). Jr. Survey Research Methods. New Delhi: Sage.

3. Glazer J D and Powell R R. (1992). Qualitative Research in Information Management. Englewood: Libraries Unlimited.

4. Goode Wj and Hatt P K. (1981). Methods in Social Science Research. Auckland: McGraw- Hill.

5. Kin Robert K. (1989). Case Study Research: Design and Methods. New Delhi: sage Publications.

6. Kraft D H and Royce B R. (1991). Operations Research for Libraries and Information Agencies. San Diego, CA: Academic Press.

7. Krishnaswamy O R. (1993). Methodology for Research in Social Sciences. Delhi: Himalayan Lancaster F W. If you want to evaluate Your Library. London: LA.

8. Line M B. (1967). Library surveys. London: Clive-Bingley.

9. McClure Charles R and Hernon Peter Eds.(1991). Library and Information Science Research: Perspectives and Strategies for improvement. NJ, Ablex.

10. Powell R R. (1980). Basic Research Methods for Librarians. Norwood., NJ: Ablex.

11. Simpson I S. (1990). How to Interpret Statistical Data. London: LA.

12. Slater M. (1990). Research Methods in Library and Information Studies. London: LA.

13. Stevens R E (Ed). (1971). Research Methods in Librarianship. London: Clive-Bingley.

Master of Library and Information Science: Semester III
MLIS-S 305: Conservation and Preservation of Information Resources

Sub Code: MLIS-S 305	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To familiarize the students about the conservation and preservation of Information resources .
- To understand the Economic value of information.

Module I: Introduction to concepts of archiving   10 Hours

Introduction to concepts of archiving, Preservation and Conservation. Need and significance of Archiving, Preservation and Conservation of Information Resources.**-** Evolution of writing materials: Clay, Papyrus, Metallic plates, Skin, Parchment, Vellum, Palm leaves, etc. - Their history, Nature, Use as writing materials and their preservation. History of paper making, Different types of paper and their nature.

Module II: Different types of Library materials   12 Hours

Different types of Library materials, their preservation and maintenance: Paper Based materials -Book and Non Book materials, Library Binding, Binding Standards. Other Materials: AN records, Magnetic Plates, Tapes & Diskettes, Microforms, Optical media, Magneto Optical Discs, etc.

Module III: Hazards to Library materials and their preservation   12 Hours

Hazards to Library materials and their preservation: Environmental hazards, Biological hazards and Human being as an enemy of Library materials. Disaster prevention and recovery.

Module IV: Study of various National Archival Initiatives of different   14 Hours

countries

To study various National Archival Initiatives of different countries: NARA of US, Australian National initiatives, Public archives of Canada etc.

Module V: Records Management   12 Hours

Records Management: Concepts and issues involved. Information Resource Management.(include Electronic Resource Management), Code of Ethics for Archivists.**-** Digital Preservation

Selected Readings:

1. Balloffet, N., Hille, J., & Reed, J. A. (2005). Preservation and conservation for Libraries and archives. Chicago: American Library Association.

2. Belicove, M. E., & Kraynak, J. (2007). Internet yellow pages: the fun, fast, and easy way to get productive online. Indianapolis, Ind.: Que.

3. Henderson, K. L. (1983). Conserving and preserving Library materials. Urbana-Champaign, Ill.: University of Illinois, Graduate School of Library and Information Science.

4. Johnson, P. (2009). Fundamentals of collection development and management, 2nd Ed. Chicago: American Library Association.

5. Wynar, B. S., Strickland, S. D., & Graff, S. M. (1999). Library and Information Science

6. annual. Englewood, Colo.: Libraries Unlimited.

Master of Library and Information Science: Semester III
MLIS-S 306: Information consolidation and Re-packaging.

Sub Code: MLIS-S 306	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡️ It explains about user behavior and users information needs.

➡️ To help students to understand the nature of information sources Information users and Information services in Management

Module I: Information Consolidation   **10 Hours**

Concept, Meaning, Definition, Objectives, Characteristics, Components and Functions.

Module II: Indexing   **12 Hours**

Basic Concepts, Need and purpose, Indexing Languages: Types and Characteristics,- Vocabulary Control, Thesaurus: Structure, function and design.- Pre-Coordinate and Post –Coordinating Indexing, Chain Indexing, POPSI,PRECIS,- Key word Indexing: KWIC, KWAC, KWOC- Citation indexing, Automatic Indexing.- Abstracting: Concept, Meaning and definitions, Types and Uses. Abstarcting agencies and services.

Module III: Information Retrieval Process   **12 Hours**

Common features of search process, Steps in creation of a search file, Searchers features, Query search and steps in query formulation,
- Search process –strategies and techniques, Search software, Search engines, Multiple database searching, Tools of Internet Search, Voice search, Image search, Video search engines.

Module IV: Information Repackaging and Consolidation   **14 Hours**

Purpose and criteria's for evaluation, Evaluation experiments: ASLIB, The Crane fields; MEDLARS,SMART.

Module V: Information Repackaging and Consolidation   **12 Hours**

Concept, meaning and utility of repackaging and consolidation of Information products.- Types of Repackaging and Information consolidation of products, Agencies dealing with repackaging, Document delivery and Reprography techniques.- Translation Centers, Bureaux, Machine aided Translation.

Selected Readings:

1. Alberico, Ralph and Micco Mary. (1990). Expert Systems for reference and information retrieval. West port : Meckler.

2. Austin, D. Precis, (1984). A manual of concept analysis and subject indexing. 2nd ed.

3. Baeza-Yates, R. A. and Ribeiro-Neto, B. (2010). Modern Information Retrieval (2nd ed.).Reading, Massachusetts: Addison-Wesley.

4. Barbara Allan. (2002). E-learning and Teaching in library and Information Services. London : Facet Publishing.

5. Bikowitz, W. R. (2000). Knowledge Management. Delhi: PHI.

6. Chowdhruy, G. G. (2003). Introduction to Modern Information Retrieval. 2nd edn. London, Facet Publishing.

7. Cleaveland, D. B., Cleveland, A. D. (1988). Introduction to Indexing and Abstracting. 1983. Crawford, Marshall Jean. Information broking: a new career in information work. London: LA.

8. Ford, Nigel. (1991). Expert Systems and artificial intelligence : An information manager's guide London: LA.

9. James Dearnley and John Feather (2001).The Wired World: An introduction to the theory and practice of the information society. London : Facet Publishing.

10. Jean Atchison & Alan Gilchrist. (1972). Thesaurus construction: a practical manual. London: Aslib.

11. Lancaster, F. W. (1968). Information retrieval systems, characteristics, testing and evaluation. Facet Publishing.

12. Lancaster, F.W. (2003). Indexing and Abstracting in Theory and Practice. London: Facet Publishing.

13. Pandey, S.K. Ed. (2010). Library Information Retrieval. New Delhi, Anmol.

14. Peter Brophy. (2001). The Library in the 21st Century: New Services for Information Age. London: LA.

15. Prasher, R. G. (2000). Information and its Communication. New Delhi: Medallion Press.

16. Seetharama ,S. (1997). Information consolidation and repackaging. Ess Ess, New Delhi.

17. Singhal, Aravind and Rogers, EM. (1989). India's information revolution. New Delhi: Sage.

18. Vickery, B. C. (1970). Techniques of information retrieval. London: Butterworths.

Sub Code: MLIS-OE 307	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- To develop skills for handling information sources.
- To provide practical exposure to different information sources.

Module I: Digital Library   **10 Hours**

Nature, Meaning and Definitions, Objectives, Characteristics, Digital LibraryCollections. Digital Library Services.

Module II: Design and Organisation of Digital Library   **12 Hours**

Architecture, Interoperability, Compatibility, Protocols, Standards and User Interfaces, Ergonomics, Digital Library Technology. Social, Economic and Legal Issues.

Module III: Digital Library Initiatives   **12 Hours**

Evolution of Digital Libraries, DLI-I and DLI-II, E-Lib Programme, Institutional Repositories, Digital Library Initiatives at International level and in India. - Study of GSDL, dSpace and E-Prints.

Module IV: Digital Resource Management   **14 Hours**

Identification, Accessing, Processing, Digitization, Storage and retrieval/usage of Digital Resources. Digital Library Evaluation. Digital Rights Management.

Module V: Overview of Multimedia   **12 Hours**

Nature, Meaning and Definition, Historical Development, Branches of Multimedia: Web Designing, Animation. - Formats: Visual-Image Formats, Audio-Image Formats, Internet-Related Formats,

Selected Readings:

1. C. Xavier. (2000). World Wide Web Design with HTML. New Delhi: TMH, 2000.

2. Cooper. Michael D. (1996). Design of Library Automation System: File Structure, Data Structures and Tools. New York: John Wiley.

3. Diane Kresh , (2015). The Whole Digital Library Handbook :9780838909263 , ALA Editions.

4. Diane Kresh, (2015)WHOLE DIGITAL LIBRARY HANDBOOK: 9788184082326, Indiana Publishing House.

5. G. G. Chowdhury. (2013). Introduction to Digital Libraries. London: Facet Publishing.

6. John M. Cohn, Ann L. Kelsey and Keith Michael Fiels . (1998). Planning for library automation: A Practical Handbook – London : Library Association.

7. John M. Coln, AnnL Kelsey, Keith Michael Fiels. (2000). Planning for Automagtion : A How-to-do-it for Librarian. 2nd Ed. [S.I.] : Neal-Schuman.

8. Kausik Bose (2010). Information Networks in India : Problems and Prospects / New Delhi : Ess Ess Publications.

9. Leona Carpenter, Simon Shaw & Andrew Prescott. (1998). Towards the Digital Library.

10. London : LA. Lovecy, Ian. (1984). Automating library procedures: a survivor's handbook. London: Library Association.

11. Paul Pedley. (2010). The invisible Web: Searching the hidden parts of the Internet. London: Aslib.

12. Reynolds, Dennis. (2000). Library Automation: Issues and applications. New York: Bowker.

13. Satyanarayana, N. R. (1995). A manual of computerization of libraries. New Delhi: Viswa Prakashan.

Master of Library and Information Science: Semester IV
MLIS-H 401: E - Publishing and Web technology

Sub Code: MLIS-H 401	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To familiarize the students in understanding the concepts and components of information systems.

➡ To acquaint the students with the nature, functions and activities of information systems at different levels in different levels in different subjects.

Module I: Content: 10 Hours

Types of content. Digital content types, File formats, Encoding systems ASCII, UNICODE and ISCII.

Module II: Programming Languages   12 Hours

Markup Languages, SGML, HTML and XML.

Module III: Page Description Languages   12 Hours

Adobe PDF and Photoshop. Legacy documents- Conversion from analog to digital, OCR Software and Adobe Capture.

Module IV: Electronic Publishing and scholarly communication   14 Hours

Electronic Publishing and scholarly communication, E-journals and e-books. Platforms, Standards and formats. DTP software. Delivery devices. Social, economic, and legal issues in electronic publishing.

Module V: E-Publishing   12 Hours

Use and usability issues. Economics of e-publishing. IPR and copyright issues.

Selected Readings:

1. Karen S. W. Marilynn B, Stone, T. A. (2003). Electronic publishing: The definitive guide. UK: Hard Shell Word Factory.

2. Klostermann, D. (2011). The e-book handbook - A thoroughly practical guide to formatting, publishing, marketing, and selling your e-book. Cambridge: Full Stop.

3. Loton, T. (2011). E-book publishing DIY: the do it yourself guide to publishing e-books, 2nd ed. United States: LOTON tech.

4. Meckler, L. (2011). E-book formatting, self-publishing, marketing tips updated . USA: Linda E meckler on smash words.

5. Sahida, f. k. (2010). Publishing e-book for dummies. USA: CreateSpace .

6. Schuster, C. (2011). E-publishing for writers: Trends and opportunities/Fall 2011 (Kindle Edition ed.). UK: Books to Go Now .

Sub Code: MLIS-H 402	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To understand the role and importance 0 research in Library and Information Science.
➡ To introduce different methods and techniques of research.

Module I: Digital Library   **10 Hours**

Nature, Meaning and Definitions, Objectives, Characteristics, Digital Library Collections. Digital Library Services.

Module II: Design and Organisation of Digital Library   **12 Hours**

Architecture, Interoperability, Compatibility, Protocols, Standards and User Interfaces, Ergonomics, Digital Library Technology. Social, Economic and Legal Issues.

Module III: Digital Library Initiatives   **12 Hours**

Evolution of Digital Libraries, DLI-I and DLI-II, E-Lib Programme, Institutional Repositories, Digital Library Initiatives at International level and in India. - Study of GSDL, dSpace and E-Prints.

Module IV: Digital Resource Management   **14 Hours**

Identification, Accessing, Processing, Digitization, Storage and retrieval/usage of Digital Resources. Digital Library Evaluation. Digital Rights Management.

Module V: Overview of Multimedia   **12 Hours**

Nature, Meaning and Definition, Historical Development, Branches of Multimedia: Web Designing, Animation. - Formats: Visual-Image Formats, Audio-Image Formats, Internet-Related Formats,

Selected Readings:

1. C. Xavier. (2000). World Wide Web Design with HTML. New Delhi: TMH.

2. Cooper. Michael D. (1996). Design of Library Automation System: File Structure, Data Structures and Tools. New York: John Wiley.

3. Diane Kresh , (2015). The Whole Digital Library Handbook :9780838909263 , ALA Editions

4. Diane Kresh, (2015). WHOLE DIGITAL LIBRARY HANDBOOK: 9788184082326, Indiana Publishing House.

5. G. G. Chowdhury.(2013). Introduction to Digital Libraries. London: Facet Publishing.

6. John M. Cohn, Ann L. Kelsey and Keith Michael Fiels , (1998). Planning for library automation: A Practical Handbook – London : Library Association.

7. John M. Coln, AnnL Kelsey, Keith Michael Fiels. (2000). Planning for Automagtion : A How-to-do-it for Librarian. 2nd Ed. [S.I.] : Neal-Schuman.

8. Kausik Bose (2010). Information Networks in India : Problems and Prospects / New Delhi : Ess Ess Publications.

9. Leona Carpenter, Simon Shaw & Andrew Prescott. (1998). Towards the Digital Library. London : Library Association.

10. Lovecy, Ian. (1984). Automating library procedures: a survivor's handbook. London: Library Association.

11. Paul Pedley. (2010). The invisible Web: Searching the hidden parts of the Internet. London: Aslib.

12. Reynolds, Dennis. (2000). Library Automation: Issues and applications. New York: Bowker.

13. Satyanarayana, N. R. (1995). A manual of computerization of libraries. New Delhi: Viswa Prakashan.

14. Yan Quan Liu, Digital Libraries in Theory and Practice : 9781468121483,CreateSpace

15. Yan Quan Liu, Multimedia Design & HCI in Libraries: An Introduction for

16. Information & Library Professionals: 9781478251927 , CreateSpace Independent Publishing Platform.

Master of Library and Information Science: Semester IV
MLIS-H 403: Marketing of Information products and services.

Sub Code: MLIS-H 403	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To enable them to plan and design Automated Systems of Library operations

➡ To introduce about the emerging concept of Digital Libraries and related issues.

Module I: Emergence of Information Society and Knowledge Society   12 Hours

and conceptualization of Information as a Resource:

As a commodity and Information economics, Economics of Information; Growth of Information Industry and Implications on Library and Information Services and Products. Trans border data flow: agencies in TBDF, types of TBDF, barriers in BDF – access, linguistic, legal, economic and cultural (Information Consolidators, Aggregators, and Consortia etc.)

Module II: Marketing concepts   12 Hours

Marketing concepts; - Corporate Mission; Marketing Strategies. Concept of Marketing in Non-profit Organizations **-** Portfolio Management BCG Matrix Model; Product Market Matrix; Product Life Cycle, Pricing Information.

Module III: Marketing Mix   10 Hours

Marketing Mix; Kotler's Four C's; McCarthy's Four P's. Packing, Branding and Advertising

Module IV: Marketing Plan & Research: 14 Hours

Corporate Identity, Marketing plans: Marketing Research. Market Segmentation and Targeting; Geographic and Demographic Segmentation; Behavioral and Psychographics Segmentation; User Behavior and Adoption.

Module V: Marketing Information Products & Services.   12 Hours

Costing and Pricing of Information products and service – objectives and Importance. Influencing factors in pricing. Techniques of pricing.**-** Marketing Information Products & Services.

Selected Readings:

1. Cawkell, A.E., Ed. (1987). Evolution of an Information society. London : ASLIB.
2. Cronin, B(1981). Marketing of Library and Information services. London: ASLIB..
3. Eileen, E. D.S.(2002). Marketing concepts for Libraries and Information services. 2nd Ed. London: Facet Publishing.
4. Jain, A.K and others Ed. (1995). Marketing of Information products and services. Ahmedabad: IIM.
5. Kotler, P. (1975). Marketing for non-profit organization. Prentice-Hall.
6. Saez, E.E. (1993). Marketing concepts for Libraries and Information services.
7. IASLIC (1988). Marketing of Library and Information services (13th IASLIC Seminar papers), Calcutta: IASLIC.

Sub Code: MLISH 404	No. of Lecture Hours per week : 04
Maximum Marks: 100	Internal Marks : 30 and Report Evaluation: 70

Guidelines for Project Work

Objectives:

1. To provide an opportunity for students to apply theoretical concepts in real life situations at the work place;

2. To sensitize students to the nuances of corporate culture and familiarize them with the corporate code of behavior;

3. To enable students to manage resources, work under deadlines, identify and carry out specific goal oriented tasks;

4. To enable students discover their professional strengths and weaknesses and align them with the changing in study of Library and Information Science.;

5. To sharpen domain knowledge and provide cross functional skills.

6. To expose the students to the current study of Library and Information Science.

7. To learn apply multidisciplinary concepts, tools and techniques to solve organizational problems.

8. To understand the processes involved in the working of the various functional departments of the organization.

9. To know the current status of a particular study of Library and Information Science.

10. To create awareness for various research topics in the Library and Information Science .

General Guidelines:

A. **Nature of project work:** The student will have to identify an project work in Library and Information Science that matches the student's area of specialization. Project work is a combination of study and a research project. Students are expected to study the functioning of an organization, identify a problem area and provide suggestions to overcome the problems. No two students of the PG-Department/College shall work on the same topic in the same organization. Students can take field based research in different sectors of the Library and Information Science.

B. No two students of the department/college shall work **on the same problem in the same organization**.

C. Maximum of TWO [02] students of different college can work in the same organization with different topics.

D. **Duration of project work:** The project work shall be for a period of **ONE SEMESTER.** Students are expected to take up the preliminary work such as identifying the organization, finalization of topic and review of literature during the 3rd semester and start the Internship project work.

E. **Guide: Internal guide** of the project work is a full-time faculty member working in **Library and Information Science** department of the VSKU/affiliated colleges where **Master of Library and Information Science** program offered. **External guide** is from the Library Science organization where the student is carrying out his/her project work. Internal guide is expected to be in continuous interaction with external guide during the course of the work. The student must get the

contact details of external guide and ensure both the external guide and internal guide in network.

F. Schedule to be followed before commencement of Internship [During III semester of the Master of Library and Information Science Program]

Activity	Time-line	Remarks
Identifying the Organization and Problem Identification	First two weeks	Student individually identifies an organization and identifies problem for his/her study, according to his/her interest
Problem Statement	3rd week	His/her interests discussed with guide.
Research design	4th week	Discussion with internal guide to decide on suitable design for the research
Synopsis preparation	5th and 6th week	Preparation of synopsis* incorporating the Objectives
Presentation of synopsis	7th and 8th week	The student will present Synopsis with the detailed execution plan to the internship committee** who will review and may a) approve, b) approve with modification or c) reject for fresh synopsis.
Approval status	9th and 10th week	The approval status is submitted to Chairman, Post Graduate Department of **Library and Information Science** who will officially give concurrence for execution of the internship.

Structure of Synopsis

Synopsis is a 3-5 pages hard copy document and to be submitted to the Chairman with the signatures of Internal Guide and the Student.

Page	Content
Page 1	1. Title 2. Contact addresses of student -with details of internal Guide
Page 2	1. Introduction with objectives, 2. Review of articles/literature about the topic with source of information 3. Expected results (300 words).
Page 3	1. Time-Activity Chart
**Composition of the Internship Committee in the department 1. Chairman 2. Domain Expert 3. Internal Guide	

Schedule to be followed during Project Work [In IV semester]

Activity	Time-line	Remarks
Understanding structure, culture and functioning of the organization.	20 Days	Student should understand products /services and problems of the organization.
Preparation of research instrument for data collection	30 Days	Discussion with the guide for finalization of research instrument in his/her domain and submit the same to the guide. (First presentation to Internship Committee)
Data collection and processing	30 Days	Data collected to be edited, coded, tabulated and present for analysis with the guide's suggestions. (Second presentation to Internship

Activity	Time-line	Remarks
		Committee)
Analysis and finalization of report	25 Days	Students must use appropriate and latest statistical tools and techniques for analyzing the data (It is **mandatory** to use latest statistical packages whose results should be shown in the report) (Third presentation to Internship Committee)
Submission of report	15 Days	Final report should be submitted to the university before two weeks of the commencement of theory examination.

G. Format of the Internship report:

  a. **The report shall be prepared using a MS Word** processor with Times New Roman font sized 12, on a page layout of A4 size with 1" margin on all three sides and left with 1.5", double line spacing and only front side print, [no back-to-back print]. The report may not exceed 85 pages.

H. Submission of report:

  a) Students should submit the report in Hard bound "**Navy Blue**" color with Golden Embossing or screen-printing.

  b) Students should also submit the report in electronic form [CD].

  c) Only, in PDF file to the department and colleges where **Master of Library and Information Science** program offered. Colleges in turn shall submit all the reports and CDs of their students along with a consolidated master list with university registration number], Name of the student, and Title of

the report to the Chairman, PG-Department of **Library and Information Science**, VSKUB before the commencement of the theory examinations.

I. Publication of research findings:

a) Students expected to present their research findings in seminars/conferences/technical events/fests or publish their research work in journals in association with their internal guide of the department with VSKU Bellary affiliation as a tag. Appropriate weight age should be given to this in the internal evaluation of the project report.

J. Evaluation:

a) The project report of a candidate shall be assessed for maximum of 100 marks [consisting of 70 marks for report evaluation by the internal and external guide and 30 marks for viva-voce examination.

b) There shall be double valuation; one by internal guide and second by external guide for a maximum of SEVENTY (70) marks based on parameters specified by BOS in **Library and Information Science**.

c) **Internal Evaluation:** The internal guide shall evaluate the report for a maximum of SEVENTY (70) marks based on parameters specified by BOS in **Library and Information Science**.

d) **External Evaluation:** An associate professor or professor level faculty member of other university shall do external evaluation for maximum of SEVENTY (70) marks.

e) The average of internal and external shall be arrived to award final marks for a maximum of SEVENTY (70) marks based on parameters specified by BOS in **Library and Information Science**.

f) **Viva-voce/Presentation:** A viva-voce examination will be conducted for thirty [30] marks at the PG- BOS in Dept. of **Library and Information Science**., VSKU, Bellary and each student is expected to give a presentation of his/her work.

g) The Chairman of the department and an expert appointed by the BOE chairman shall conduct the viva-voce examination.

h) The Candidate who fails to attend and/or fulfil the requirements of the course shall not be eligible and he/she shall re-register for the course when offered.

K. Marks allocation for Internship report:

Sl. No	Aspects	Marks
| **Evaluation by Internal Guide for 70 Marks**		
1	First presentation*	07
2	Second presentation*	07
3	Third presentation*	07
4	Introduction and Methodology	10
5	Industry and Company profile/Profile of the study area	07
6	Theoretical Background of the Study	07
7	Data Analysis and interpretation	15
8	Summary of Findings, suggestions and Conclusion	10
Total		70
* Candidate shall submit the presentation reports to the department and should bring the same on the day of Viva-Voce examination.		

Sl. No	Aspects	Marks
Evaluation by an External Faculty for 70 Marks		
1	Introduction and Methodology	15
2	Industry and Company profile/ Profile of the study area	10
3	Theoretical Background of the Study	15
4	Data Analysis and interpretation	15
5	Summary of Findings, suggestions and Conclusion	15
Total		70

Sl. No	Aspects	Marks
header: **Viva-voce by Chairman and an Expert Drawn from Other University for 60 Marks**		
1	Presentation Skills	05
2	Communication Skills	05
3	Subject Knowledge	05
4	Objective of the study/Methodology	05
5	Analysis using Statistical tools and Statistical Packages	05
6	Findings and appropriate suggestions	05
Total		30

Project Report on

(Title of the Report in Capital Letters with inverted commas)

BY

(Student Name)

(USN)

Submitted to
VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY, **BELLARY**
In partial fulfilment of the requirements for the award of the degree of
Master of Library and Information Science.

Under the guidance of

INTERNAL GUIDE
(Name)
(Designation)

Post-Graduate Department of Library and Information Science., Vijayanagara Sri Krishnadevaraya University,

Jnana Sagara Campus, Vinayaka Nagar, Cantonment, Bellary-583 104

2016-2017

DECLARATION

D E C L A R A T I O N

I, the undersigned, hereby declare that the Project Report entitled "----------------------------------

----------------------------" written and submitted by me to Vijayanagara Sri Krishnadevaraya

University, Bellary in partial fulfilment of requirements for the Award of Degree of Master in

Library and Information Science. under the guidance of _____ is my

original work and the conclusions drawn therein are based on the material collected by myself.

Place: Bellary   Signature

Date: (Name Research Student)

CERTIFICATE

This is to certify that the Project Report entitled "--" which is being submitted herewith for the award of the degree of Master of Library and Information Science of Vijayanagara Sri Krishnadevaraya University, Bellary is the result of the original research work completed by Mr. _____ bearing URN (xxxx), under my supervision and guidance and to the best of my knowledge and belief the work embodied in this Project Report has not formed earlier the basis for the award of any degree or similar title of this or any other University or examining body.

                                                    Signature of Research Guide

Signature of the HOD in Case of affiliated College

Place:

Date:

Signature of the Chairman/Principal

Place: Bellary

Date:

COMPANY CERTIFICATE:

      This certificate is to be obtained on original letterhead of the company by the project student where he/she carried out project work. For example

CERTIFICATE or TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. -------------**has worked in the Library and Information Science department from 7th May 2016 to 7th July 2016 in our organization. During this period, he successfully completed the work assigned to him. He has been sincere, hardworking and punctual in his work. I wish good and prospers carrier for his future.

Signature

[Name of the Person}

Designation with Office Seal

Note: The above-cited content certificate is to be obtained on original letterhead of the company by the project student where he/she carried out project work.

F. CONTENT PAGE

CONTENTS

G. ACKNOWLEDGMENT

A page for Acknowledgment

Here the students can acknowledge for the people who are concern to the work and project. For example:

ACKNOWLEDGMENT

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I am deeply grateful to all authorities of the **Vijayanagara Sri Krishnadevaraya University, Bellary** without their help completion of the project was highly impossible.

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I wish to express a special thanks to all teaching and non-teaching staff members, the **Vijayanagara Sri Krishnadevaraya University, Bellary** for their forever support. Their encouragement and valuable guidance are gratefully acknowledged. I would like to acknowledge my all my family members, relatives and friends for their help and encouragement.

Place: Bellary

Date: **Name of the Student**

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H. LIST OF TABLES

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Table No. 3.2		
Table No. 4.1		
Table No. 4.2		
Table No. 5.1		
Table No. 5.2		

Tables may be more or less depending upon the tables in the each chapter

I. LIST OF FIGURES

A PAGE FOR LIST OF FIGURES

Figures may be more or less depending upon the figure in the each chapter

LIST OF ABBREVIATIONS

All the abbreviations used in the research project should be listed alphabetically here**.**

For example

A[edit]

- A&I - Abstracting and Indexing
- AACR2 - Anglo-American Cataloging Rules, Second Edition
- AALL - American Association of Law Libraries
- AASL - American Association of School Librarians
- ABAA - Antiquarian Booksellers Association of America
- ACRL - Association of College & Research Libraries
- AECT - Association for Educational Communications and Technology
- AHIP - Academy of Health Information Professionals
- ALA - American Library Association
- ANSI - American National Standards Institute
- ASCII - American Standard Code for Information Interchange
- ASIS - American Society for Information Science (and Technology)
- AV - Audio-Visual

- BL - British Library
- BPL - Boston Public Library
- BIP - Books In Print
- BnF - Bibliothèque nationale de France

- CD-R - Compact Disc-Recordable
- CD-ROM - Compact Disc Read-Only Memory
- CD-RW - Compact Disc ReWritable
- CDS - Cataloging Distribution Service (Library of Congress)
- CILIP - Chartered Institute of Library and Information Professionals
- CIP - Cataloging-In-Publication
- CLA - Canadian Library Association
- CLIR - Council on Library & Information Resources
- CNI - Coalition for Networked Information
- CONSER - Cooperative ONline SERials (PCC component)
- CPSO - Cataloging Policy and Support Office (Library of Congress)
- CV - Curriculum Vitae
- CDS/ISIS - Computerised Documentation Services Intregated Set of Information System
- COMLA - Common Welth Library Association

- DDC - Dewey Decimal Classification
- DDS - Document Delivery Service
- DOI - Digital Object Identifier
- DRM - Digital Rights Management
- DVD - Digital Video Disc

- ERIC - Educational Resources Information Clearinghouse

- FDLP - Federal Depotisitory Library Program
- FRBR - Functional Requirements of Bibliographic Records

- GIF - Graphics Interchange Format
- GIS - Geographic Information Systems
- GPO - Government Printing Office
- GUI - Graphical User Interface

- HR - Human Resources
- HTML - HyperText Markup Language
- HTTP - HyperText Transfer Protocol
- HTTPS - HyperText Transfer Protocol Secure

- ISBD - International Standard Bibliographic Description
- ISBN - International Standard Book Number
- ISP - Internet Service Provider
- ISSN - International Standard Serial Number
- IT - Information Technology

- JSTOR - Journal STORage

- KWIC - KeyWord In Context
- KWOC - KeyWord Out of Context

- LAN - Local Area Network
- LC - Library of Congress
- LISA - Library and Information Science Abstracts
- LISA - Library and Information Services in Astronomy

- MARC - MAchine Readable Cataloging
- MARC - Machine Readable Catalogue
- MARC 21 Machine Readable Catalogue 21 Century

- OCLC - Online Computer Library Center
- OPAC - Online Public Access Catalog

- UDC - Universal Decimal Classification
- URI - Unifrom Resource Indicator
- URL - Uniform Resource Locator
- USA PATRIOT Act - Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act
- USB - Universal Serial Bus
- VHS - Video Home System
- WLIC - World Library and Information Congress
- VPN – Virtual Private Network
- WWW – World wide web

- WAN – Wide Area Network

- Z39.50

EXECUTIVE SUMMARY OF THE PROJECT

This page should consist of the executive summary of research project carried out by the project student/researcher.

Master of Library and Information Science: Semester IV
MLIS-S 405: Digital Library Practical

Sub Code: MLIS-S 405	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

- ➡ To provide an understanding of need for library and information service support to different types of Libraries.
- ➡ To help students to understand the nature of information sources, Web metrics, Informatrics & Scientometrics.

Module I:	Digital Library Software:	**10 Hours**
	D-Space	
Module II:	Digital Library Software:	**12 Hours**
	Eprints	
Module III:	Digital Library Software:	**12 Hours**
	Green Stone	
Module IV:	- Content Management Software:	**14 Hours**
	Drupal, Joomla	
Module V:	WordPress	**12 Hours**

Master of Library and Information Science: Semester IV
MLIS-S 406: Webometrics, Informatics & Scientometrics

Sub Code: MLIS-S 406	No. of Lecture Hours per week : 04
Total Credit =04	Internal Marks : 30 and Exam Marks : 70 = 100

Objectives:

➡ To provide an understanding of need for library and information service support to different types of Libraries.

➡ To help students to understand the nature of information sources, Web metrics, Informatrics & Scientometrics.

Module I: Basic concepts of Webometrics   10 Hours

Basic concepts: Webometrics, Informetrics, Scientometrics – Meaning, definitions and scope. Historical development. Study of bibliographic organizations: ISI, NCB, NISTAD.

Module II: Study and application of Classical Bibliometric Laws   12 Hours

Study and application of Classical Bibliometric Laws – Lotka's law of scientific productivity,Bradford's law of scatter, and Zipf's law of word occurrence. Other notable regularities: 80/20 rule,Success-breeds-success model, law of Price.

Module III: Study of the citation concepts   12 Hours

Study of the citation concepts: citation analysis, citation network, citation matrix, bibliographiccoupling, co-citation analysis, Journal Citation Reports,

Module IV: Growth and obsolescence of literature   14 Hours

Growth and obsolescence of literature. Various growth models, the half-life analogy, determination of aging factor and half life, real vs apparent, synchronous and diachronous.

Module V: Science Indicators and Policy   12 Hours

Science Indicators and Policy. Science Indicators. Science Policy Development. Web Impact Assessment. Link Analysis. Trends in informetrics.

Selected Readings:

1. Egghe, L. and Rousseau, R. (2001). Elementary statistics for effective Library and Information services management. London: Aslib,

2. Garfield, E. (1979). Citation Indexing: Its theory and applications in Science, technology and humanities. New York: John Wiley.

3. Meadows, A.J. (1974). Communication in Science. London: Butterworths.

4. Neuendorf, K. (2002). The content analysis guidebook. London: Sage.

5. Nicholas D. and Ritchi, M. (1979). Literature & bibliometrics. London: Clive Bingley.

6. Ravichandra Rao, I.K. (1985). Quantitative methods for Library and Information Science. New Delhi: Wiley Eastern.

7. Thelwall, M. (2009). Introduction to webometrics: Quantitative web research for the social Sciences. Morgan and Claypool Publishers.

Question Paper Pattern for Master of Library and Information Science Semester (CBCS) PG Examinations

Paper Code: Paper Title:

Time: 3 Hours   Max. Marks: 70

Instruction: Answer all Sections

SECTION-A

Answer any **Three** questions   (3X5=15)

    Q1.

    Q2.

    Q3.

    Q4.

    Q5.

    Q6.

SECTION-B

Answer any **Four** of the following questions   (4X10=40)

    Q7.

    Q8.

    Q9.

    Q10.

    Q11.

    Q12.

SECTION-C

Answer any **One** of the following questions   (1X15=15)

    Q13.

    Q14.

Note for Paper setters: Question paper shall be set in English version only