

# **VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY**

**Jnanasagara campus, Vinayakanagara, Cantonment, Bellary -583105**

[www.vskub.ac.in](http://www.vskub.ac.in)

**Department of PG Studies in Master of Library and Information Science**

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## **SYLLABUS**

### **Master of Arts in Library and Information Science**

**With Effect from 2024-25**

**Vijayanagara Sri Krishnadevaraya University, Ballari**

**Master of Arts in Library and Information Science**

**Two Year Post Graduation Programme**

**Structure and Syllabus**

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## **PREAMBLE**

The Master of Library and Information Science is a program designed to meet the challenges of LIS profession. Students in the program are introduced to the roles and functions of libraries. They become familiar with key policy issues and technological trends, and with how these issues and trends affect libraries and information centers of all kinds. Students learn to manage and evaluate collections, respond to the information needs of patrons, and use technology to improve access to information. Students who complete the program are prepared for careers in library administration, public services, technical services, and collection development at public, school, academic, and special libraries.

## **OBJECTIVES OF THE PROGRAMME:**

- To familiarize the students with the advance concepts of library, information and its communication in society.
- To learn the advanced information processing techniques and develop the capability in retrieving the information by applying different search techniques.
- To familiarize the students knowledge about the characteristics of the information resources in society with the introduction of the repackaging and consolidation techniques
- To provide the students advanced knowledge of the application of information technology to information systems and services.
- To develop skills in using computer and communication technology.
- To introduce modern management techniques to students to manage effectively the libraries and information centers.
- To provide the students basic knowledge of the Research Methods and Statistical Techniques.
- To identify and learn the major issues in the development of new technology in the libraries.
- To understand the structure and current development of the subject and to prepare specialized professional manpower in the subject for handling computer or ICT related activities.

## **Program Outcomes:**

The programme specific learning outcomes of Master degree in Library and Information Science include the following:

1. To apply skills in depth knowledge of the basic as well as advanced concepts, principles, theories and laws related with the broad field of Library and Information Science and its
2. sub-fields such as types of libraries, types of information sources, library management, reference and information services.
3. To demonstrate understanding of rationality and procedures of all housekeeping operations of libraries using Information and Communication Technologies in Libraries and Information Centres.
4. To develop skills in managing and carrying out professional activities in various sections of library viz. acquisition, accessioning, classification, cataloguing, and technical processing of documents.
5. To apply skills in provision of various library services such as document circulation, reference and information services, Internet and database searching.
6. To apply managerial skills that offer job opportunities as librarians in different types of libraries in various positions such as Assistant librarian, Deputy Librarians, Librarians, etc. in university libraries and Librarians in college libraries of higher education institutes.
7. To demonstrate professional attitude through commitment for providing every user his/her document/information; ensuring every document/information its user; saving time of the user and enhancing use of reading material and user satisfaction through effective and efficient library services.
8. To apply the core values by honoring diversity and insuring inclusion by treating all patrons such as students, faculties and colleagues with respect and dignity.



## VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY

### Department of Library and Information Science

**Distribution of Courses/Papers in Postgraduate Programme I to IV Semester as per Choice Based Credit System (CBCS) Proposed for PG Programs**

**With Practical**

**I-SEMESTER**

Semester No.	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs.)
				IA	Sem. Exam	Total	L	T	P		
FIRST	DSC1	21LIS1C1L	Foundations of Library and Information Science	30	70	100	4	-	-	4	3
	DSC2	21LIS1C2L	Theory of Cataloguing	30	70	100	4	-	-	4	3
	DSC3	21LIS1C3L	Theory of Classification	30	70	100	4	-	-	4	3
	DSC4	21LIS1C4L	Information Sources	30	70	100	4	-	-	4	3
	SEC1	21LIS1S1LP	Basics of Computer and Internet	20	30	50	1	-	2	2	2
	DSC2P1	21LIS1C1P	Cataloguing of Documents	20	30	50	-	-	4	2	2
	DSC3P2	21LIS1C2P	Classification – DDC	20	30	50	-	-	4	2	2
	DSC4T1	21LIS1C4T	Information Sources : Case Study	20	30	50	-	1	1	2	2
<b>Total Marks for I Semester</b>						<b>600</b>				<b>24</b>	



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### Department of Library and Information Science

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**With Practical**

#### II-SEMESTER

Semester No.	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs)
				IA	Sem. Exam	Total	L	T	P		
SECOND	DSC5	21LIS2C5L	Management of Libraries and Information Centers	30	70	100	4	-	-	4	3
	DSC6	21LIS2C6L	Trends in Cataloguing	30	70	100	4	-	-	4	3
	DSC7	21LIS2C7L	Trends in Classification	30	70	100	4	-	-	4	3
	DSC8	21LIS2C8L	Information Consolidation and Re-packaging	30	70	100	4	-	-	4	3
	SEC2	21LIS2S2LP	Search Strategy And Vocabulary Control	20	30	50	1	-	1	2	2
	DSC6P3	21LIS2C6P	Cataloguing of Non-Book Materials (DSC6)	20	30	50	-	-	4	2	2
	DSC7P4	21LIS2C7P	Classification – UDC (DSC7)	20	30	50	-	-	4	2	2
	DSC8P5	21LIS2C8P	Information Consolidation and Re-packaging (Indexing and Abstracting) – DSC8	20	30	50	-	1	1	2	2
<b>Total Marks for II Semester</b>						<b>600</b>				<b>24</b>	

III- SEMESTER



**VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY**

**Department of Library and Information Science**

Jnana Sagara, Ballari - 583105



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**III – SEMESTER**

**With Practical**

Semester	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs)
				IA	SEE	Total	L	T	P		
THIRD	DSC9	21LIS3C9L	Library Automation and software packages	30	70	100	4	-	-	4	3
	DSC10	21LIS3C10L	Web Technology and E-Publishing	30	70	100	4	-	-	4	3
	DSE1	21LIS3E1AL	Information and Communication Studies	30	70	100	4	-	-	4	3
		21LIS3E1BL	Library Users and User Education								
		21LIS3E1CL	Information system and services								
	DSE2	21LIS3E2AL	Academic Library System	30	70	100	4	-	-	4	3
		21LIS3E2BL	Public Library System								
		21LIS3E2CL	Special Library System								
	GEC1	21LIS3G1AL	Information Literacy	15	35	50	2	-	-	2	2
		21LIS3G1BL	Information Sources & Services								
21LIS3G1CL		Information Systems for Social Sciences									
SEC3	21LIS3S3LP	Research Methodology	20	30	50	L-2/T-2/P-4/L-1 & T-1/L-1 & P-2/T-1 & P-2			2	2	
DSC9P7	21LIS3C7P	Library Automation (DSC9)	20	30	50	-	-	2	2	2	
DSC10P8	21LIS3C8P	Web Technology (DSC10)	20	30	50	-	-	2	2	2	
<b>Total Marks for III Semester</b>						<b>600</b>				<b>24</b>	



# VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY

## Department of Library and Information Science

Distribution of Courses/Papers in Postgraduate Programme I to IV Semester as per Choice Based Credit System (CBCS) Proposed for PG

Programs

**With Practical**

**IV - SEMESTER**

SemesterNo.	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs)
				IA	Sem. Exam	Total	L	T	P		
FOURTH	DSC11	21LIS4C11L	Library Consortia, Networks and Networking	30	70	100	4	-	-	4	3
	DSC12	21LIS4C12L	Digital Library	30	70	100	4	-	-	4	3
	DSE3	21LIS4E3L	1. Information Storage and Retrieval 2. Management of E-Resources 3. Plagiarism and Academic Integrity	30	70	100	4	-	-	4	3
	DSE4	21LIS4E4L	1. Conservation and Preservation of Information Resources 2. Marketing of Information Products and Services 3. Scientometrics	30	70	100	4	-	-	4	3
	GEC2	21LIS4G2L	1. Open Access resources 2. Intellectual Property Rights in Digital Era 3. Internet and Search Engines	20	30	50	2	-	-	2	2
	DSCL	21LIS4C9P	Digital Library Practice – (DSC 12)	20	30	50	-	-	4	2	2
	Project	21LIS4C1R	Research Project	30	70	100	2	-	2	4	2
<b>Total Marks for IV Semester</b>						<b>600</b>				<b>24</b>	

(I-IV semester)-

**Total Marks: 2400**

and

**Total credits: 96**

**DSC – Department Specific Core, DSE – Discipline Specific Elective, SEC – Skill Enhancement Course, GEC – Generic Elective Course, IA – Internal Assessment, SEE – Semester End Examination, L – Lecture, T – Tutorial, P – Practical.**

**Master of Library and Information Science**  
**Semester 1**  
**21LIS1C1L: Foundations of Library and Information Science**

<b>Course:</b> Foundations of Library and Information Science	<b>Course Code:</b> 21LIS1C1L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

**Objectives of the Course:**

1. To introduce the basic concepts of knowledge and its formation.
2. To make the students familiar with Professional Association.
3. To understand the library legislation structure.
4. To understand the process of communication.

**Course Outcomes (COs):**

At the end of the course, students will be able to:

- CO1:** Comprehend the concept of information and the discipline of Library and Information Science
- CO2:** Understand the development of libraries and Classify libraries on the basis of their purpose and functions
- CO3:** Students familiar with fundamental laws of library science. And understand librarianship as a profession
- CO4:** Highlight role, functions and responsibilities of various library promoters/associations at the national and international levels.



<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Library as a Social Institution</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Social and Historical foundations of Library</li> <li>➤ Different types of Libraries – features, functions and services</li> <li>➤ Role of libraries in social, cultural, educational and scientific technical development</li> <li>➤ Information Society: Data, information, and knowledge, concept, meaning, features and Evolution of information society.</li> </ul>	
<b>Unit – 2 Library Development and Five Laws of Library Science</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Development of Libraries in India with special reference to Karnataka. National Knowledge Commission (NKC) and its role.</li> <li>➤ Five Laws of Library Science</li> <li>➤ Implications of Five Laws in Library and Information Activities.</li> </ul>	
<b>Unit – 3 : Library Legislation</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Need, purpose and essential features</li> <li>➤ Library Legislation in India – problems and prospects</li> <li>➤ Overview of Public Library Acts in India</li> <li>➤ Detailed study of Karnataka Public Library Act 1965</li> <li>➤ Press and Registration Act and Delivery of Books (Public Libraries)</li> <li>➤ News paper Act, 1954 and 1956</li> <li>➤ Copyright Act and Intellectual Property Rights (IPR)</li> <li>➤ Right to Information Act</li> <li>➤ Information technology Act 2000.</li> </ul>	
<b>Unit – 4 : Professional Associations</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Professional Associations–Objectives and Functions; Role of Professional Associations in Library Development;</li> <li>➤ National Library Associations-Objectives, Functions and Activities. ILA, IATLIS, IASLIC;</li> <li>➤ International Library Associations–Objective, Functions and Activities IFLA, ALA, LA;</li> <li>➤ Promoters of Library and Information Services, National level, RRRLF, International Level - UNESCO. State Library Association –KALA.</li> </ul>	
<b>Unit – 5 : Library and Information Profession; Extension Activities</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Attributes of a Profession; Librarianship as a Profession; Professional Ethics and Qualities;</li> <li>➤ LIS Education and Research.</li> <li>➤ Public Relations and Extension Activities: Concept, Definition and Scope; Facets and Programmes; Publicity and Extension, Outreach Activities; Library Path Finder's (Guides).</li> </ul>	

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## **21LIS1C2L: Theory of Cataloguing**

<b>Course: Theory of Cataloguing</b>	<b>Course Code: 21LIS1C2L</b>
<b>Teaching Hours/Week (L-T-P): 4 - 0 - 0</b>	<b>No. of Credits: 04</b>
<b>Internal Assessment: 30 Marks</b>	<b>Semester End Examination: 70 Marks</b>

### **Objectives of the Course:**

1. To be acquainted with the process of Library Cataloguing
2. To understand different catalogue codes and standards for bibliographic description.
3. To be acquainted with metadata and its standards
4. To understand Bibliographic Formats and Standards, deriving subject headings.

### **Course Outcomes (COs):**

At the end of the course, students will be able to:

- CO1** : Understand the basic concepts and need, objectives and functions of Library cataloguing.
- CO2** : Learn about the evolution of cataloguing codes and different forms of document cataloguing
- CO3** : Understand the normative principles, laws, canons and principles of library cataloguing along with subject cataloguing
- CO4** : Learn about the resource sharing among libraries with different standards for bibliographic description

Content of Course	56 Hrs
<b>Unit – 1 : Library Catalogue</b>	11
<ul style="list-style-type: none"> <li>➤ Library Catalogue-meaning, definition, need. Purpose and functions of library catalogue.</li> <li>➤ Physical forms, Inner forms; Different kinds of entries</li> </ul>	
<b>Unit – 2 Normative Principles</b>	10
<ul style="list-style-type: none"> <li>➤ Laws</li> <li>➤ Canons</li> <li>➤ Principles of Catalogue</li> </ul>	
<b>Unit – 3 : Subject Headings</b>	12
<ul style="list-style-type: none"> <li>➤ Chain Procedure</li> <li>➤ Sears List of Subject Headings</li> <li>➤ Library of Congress Subject Headings</li> </ul>	
<b>Unit – 4 : Study of major Catalogue Codes</b>	11
<ul style="list-style-type: none"> <li>➤ AACR (latest edition)</li> <li>➤ RDA (Resource Description Access)</li> <li>➤ Filing rules and procedures</li> <li>➤ Online Public Access Catalogue (OPAC)</li> </ul>	
<b>Unit – 5 : Standardization of Bibliographic Description</b>	12
<ul style="list-style-type: none"> <li>➤ ISBD (M), ISBD(S), ISBD (NBM)</li> <li>➤ Metadata-Definition and meaning, types and users.</li> <li>➤ Metadata Standards; UNIMARC, CCF, MARC21, Dublin Core, Z39.50 and Web OPAC</li> </ul>	

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## 21LIS1C3L: Theory of Classification

<b>Course: Theory of Classification</b>	<b>Course Code: 21LIS1C3L</b>
<b>Teaching Hours/Week (L-T-P): 4 - 0 - 0</b>	<b>No. of Credits: 04</b>
<b>Internal Assessment: 30 Marks</b>	<b>Semester End Examination: 70 Marks</b>

### Objectives of the Course:

1. To understand the importance of library classification in organization of knowledge.
2. To understand the subject formation and be acquainted with major schemes of classification.
3. To highlight the importance of canons in the design of classification schemes.
4. To familiarizes students with Current Trends in Library Classification.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : Understand the basic concept of Library classification and Gained knowledge about the concepts of knowledge organization

**CO2** : Students will understand the process related to construct classification number

**CO3** : Student will able to know various systems for classification

**CO4** : To develop skills in document classification and content analysis

<b>Content of Course</b>	<b>56 Hrs</b>
<b>Unit – 1 : Library classification</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Definition, meaning, objectives, purpose and functions</li> <li>➤ General theory of classification</li> <li>➤ Theory of knowledge classification</li> <li>➤ Theory of book classification</li> </ul>	
<b>Unit – 2 : Universe of Knowledge and Postulation approach to classification</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Universe of Knowledge: Structure, attributes,</li> <li>➤ Modes of formation of subjects</li> <li>➤ Planes of work</li> <li>➤ Canons of Classification</li> </ul>	
<b>Unit – 3 : Fundamental categories</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Facet analysis and facet sequence</li> <li>➤ Phase relations</li> <li>➤ Common Isolates</li> </ul>	
<b>Unit – 4 : Notational system</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Meaning, need, functions and types, Call Number, mnemonics.</li> <li>➤ Hospitality in array and chain, Devices</li> </ul>	
<b>Unit – 5 : Study of Dewey Decimal Classification schemes of classification</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Dewey Decimal Classification</li> <li>➤ History and Development</li> <li>➤ Structure and Design</li> </ul>	

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## 21LIS1C4L: Information Sources

<b>Course: Information Sources</b>	<b>Course Code: 21LIS1C4L</b>
<b>Teaching Hours/Week (L-T-P): 4 - 0 - 0</b>	<b>No. of Credits: 04</b>
<b>Internal Assessment: 30 Marks</b>	<b>Semester End Examination: 70 Marks</b>

### Objectives of the Course:

1. To study the different kinds of information sources.
2. To study, evaluate and selection of different reference sources.
3. To understand the different types of reference and information services.

### Course Outcomes (COs):

At the end of the course, students will be able to:

- CO1** : Understand the basic concepts of information sources, its characteristics, difference between information sources and resources, importance of information services for library users
- CO2** : Learn the characteristics of various information sources, its categorization and use in different contexts
- CO3** : acquainted with various reference sources, viz. Dictionary, Thesaurus, Encyclopedia, Yearbook, Almanac, Directory Handbooks, Manuals, biographical information sources; Bibliographies; Indexing and Abstracting periodicals Databases
- CO4** : Evaluation criteria of information sources, selection of sources and develop reference services required for libraries

Content of Course	56 Hrs
<b>Unit – 1 : Information Sources and Types of Information Sources</b>	10
<ul style="list-style-type: none"> <li>➤ Meaning, Definition, importance, Characteristics, Functions, evolutions -both print and non-print.</li> <li>➤ Primary, Secondary and Tertiary sources of information</li> <li>➤ Documentary Sources and Non –Documentary Sources</li> <li>➤ Human and Institutional sources</li> <li>➤ Non–print and Electronic sources.</li> </ul>	
<b>Unit – 2 Primary Sources (Print and Electronic Versions)</b>	11
<ul style="list-style-type: none"> <li>➤ Periodicals, Technical reports, Patents, Standards and Specifications, Theses and Dissertations, Conference and Seminar proceedings, Trade literature</li> </ul>	
<b>Unit – 3 : Secondary Sources (Print and Electronic Versions)</b>	12
<ul style="list-style-type: none"> <li>➤ Dictionaries, Encyclopedias, Yearbooks and Almanacs, Biographical sources, Bibliographies, Geographical sources, Current sources, Statistical, information sources, Handbooks and Manuals.</li> </ul>	
<b>Unit – 4 : Tertiary Sources (Print and Electronic Versions)</b>	11
<ul style="list-style-type: none"> <li>➤ Directories, Guides to reference sources, Bibliography of bibliographies, Monographs, Union catalogues, Textbooks.</li> </ul>	
<b>Unit – 5 : Non documentary Sources and their Electronic Versions</b>	12
<ul style="list-style-type: none"> <li>➤ Human Sources: Technological gatekeepers, invisible colleges, consultants, experts/resource persons, personal home pages, representatives of firms, and others;</li> <li>➤ Institutional / Organisational Sources: Government ministries and departments, R&amp; D organizations, learned societies, publishing houses, archives, data banks, information analysis centers, referral centers, Institutional web sites.</li> </ul>	

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7. Sharma, JS & Grover, DR : Reference Service and Sources, Chicago ALA 1992.
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12. Katz, W.A.: Introduction to reference work, New York, McGraw-Hill, 1992.
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## 21LIS1S1LP: Basics of Computer and Internet

<b>Course: Basics of Computer and Internet</b>	<b>Course Code: 21LIS1S1LP</b>
<b>Teaching Hours/Week (L-T-P): 1 - 0 - 2</b>	<b>No. of Credits: 02</b>
<b>Internal Assessment: 20 Marks</b>	<b>Semester End Examination: 30 Marks</b>

### Course objectives

1. To learn the basic concepts of Information Technology
2. To learn the applications of Information Technology to Library routines and services in Information centers.
3. To know the Networking technology and database management.
4. To extend knowledge with personal computer for word processing, spread sheets and databases.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : attain knowledge of computer hardware and software

**CO2** : create and use various file formats, Multimedia tools, spread sheets, Charts and graphs

**CO3** : understand various computer network and different types of browser

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Information Technology</b>	08
<ul style="list-style-type: none"> <li>➤ Concept, Meaning and components</li> <li>➤ History and Development of Computers, Generations of Computers</li> <li>➤ Types of Computers.</li> </ul>	
<b>Unit – 2 : Computer Hardware and Software</b>	10
<ul style="list-style-type: none"> <li>➤ Computer Hardware: Internal Storage: ROM and RAM; External Storage Devices: Magnetic Devices - Hard Disk and Floppy Disk; Optical Devices: CD, DVD; Pen drive; Input/output Devices.</li> <li>➤ Computer software: Types and categories; System software and Application software</li> <li>➤ Study and Acquaintance with software Packages: MS Office – Word, Excel and PowerPoint</li> </ul>	
<b>Unit – 3 : Basics of Internet</b>	10
<ul style="list-style-type: none"> <li>➤ Internet - Concept, Definition, Origin, Need and Purpose</li> <li>➤ Web Browsers and Search Engines</li> <li>➤ Internet Services</li> </ul>	

**References:**

1. Davies, G B. Introduction to Computers. New York: McGraw- Hill, 1977
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## 21LIS1C1P: Cataloguing of Documents

<b>Course: Cataloguing of Documents</b>	<b>Course Code: 21LIS1C1P</b>
<b>Teaching Hours/Week (L-T-P): 0 - 0 - 4</b>	<b>No. of Credits: 02</b>
<b>Internal Assessment: 20 Marks</b>	<b>Semester End Examination: 30 Marks</b>

### Objectives of the Course:

1. To have hands on practice of cataloguing of different types of books.
2. To have hands on practice of cataloguing and to understand the rules and practices of document description for books and non-book materials according to Anglo American Cataloguing Rules-2.
3. Preparing Catalogue Entries (Main, Added and Reference Entries) for Books and Non-Book Materials including electronic resources using Anglo American Cataloguing Rules- Second revised edition.
4. Practice of assigning Standard Subject Heading.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : prepare accurate and comprehensive catalogue records,

**CO2** : apply the rules of cataloguing standards to prepare catalogue records – main entries, added entries and other entries - for simple documents, and

**CO3** : Demonstrate the ability to identify the subject content of the documents and prepare appropriate entries for effective subject retrieval.

Content of Course	28 Hrs
<b>Unit – 1 : Cataloguing of simple document</b>	09
➤ Cataloguing of single author and joint authored books. ➤ Cataloguing of edited books, multivolume books, and pseudonymous authors.	
<b>Unit – 2 : Cataloguing of uniform titles and serials publications.</b>	10
➤ Cataloguing of uniform titles ➤ serials publications	
<b>Unit – 3 : Cataloguing of corporate authors</b>	09
➤ Government publications, Institutional publications, Society publications, Conference/Seminar proceedings, Workshop materials etc.	

(Each student should maintain Practical Record and submit the same at the time of Practical Examination)

#### References :

1. Fritz, D. A. (2007). *Cataloging with AACR2 & MARC21: For books, electronic resources, sound recordings, video recordings, and serials*. Chicago: American Library Association.
2. Hunter, E. J. (1989). *Examples illustrating AACR-2*. London: Library Association.
3. Joint Steering Committee for Revision of AACR, & American Library Association. (2005). *Anglo- American cataloguing rules*. 2<sup>nd</sup> ed. Chicago: American Library Association.
4. Jones, E. (2013). *RDA and serials cataloguing*. London: Facet Publishing.
5. Kumar, K. (1990). *An introduction to AACR-2*. New Delhi: Vikas Pub. House.
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## 21LIS1C2P : Classification – DDC

<b>Course: Classification – DDC</b>	<b>Course Code: 21LIS1C2P</b>
<b>Teaching Hours/Week (L-T-P): 0 - 0 - 4</b>	<b>No. of Credits: 02</b>
<b>Internal Assessment: 20 Marks</b>	<b>Semester End Examination: 30 Marks</b>

### Objectives of the Course:

1. To develop skills of classification and subject analysis
2. To develop skills in subject analysis and synthesis of different facets.
3. To develop proficiency in using Dewey decimal classification to construction Class Numbers for documents of different disciplines / subjects.
4. To develop proficiency in using Colon Classification 6th revised edition, DDC 23rd edition, to construct Class Numbers for documents of different disciplines / subjects.

### Course Outcomes (COs):

At the end of the course, students will be able to

**CO1** : Students will understand the scheme of knowledge classification

**CO2** : Students will understand the process related to construct classification number

**CO3** : Student will capable of applying the classification rules

**CO4** : Earned skills for classifying all documents including non book materials and micro documents

Content of Course	28 Hrs
<b>Unit – 1</b> : Introduction to Dewey Decimal Classification	10
<ul style="list-style-type: none"> <li>➤ Introduction to DDC</li> <li>➤ Structure and organization of DDC</li> </ul>	
<b>Unit – 2</b> Classification of Documents	09
<ul style="list-style-type: none"> <li>➤ Simple Documents</li> <li>➤ Complex Documents</li> <li>➤ Compound Documents</li> </ul>	
<b>Unit – 3</b> : Classification of documents using tables	09
<ul style="list-style-type: none"> <li>➤ Table – I</li> <li>➤ Table – II</li> <li>➤ Table – III</li> <li>➤ Table – IV</li> <li>➤ Table – V</li> <li>➤ Table – VI</li> </ul>	

(Each student should maintain Practical Record and submit the same at the time of Practical Examination)

### References :

1. Dewey, M. (2011). *Dewey decimal classification and relative index* (23rd ed., Vols. 1-4). Ohio: OCLC.
2. OCLC. (2002). *WebDewey*. Ohio:OCLC.
3. Satija, M. P. (2007). *The theory and practice of the Dewey Decimal Classification system*. Oxford: Chandos.

## 21LIS1C4T: Information Sources : Case Study

<b>Course: Information Sources : Case Study</b>	<b>Course Code: 21LIS1C4T</b>
<b>Teaching Hours/Week (L-T-P): 0 - 1 - 1</b>	<b>No. of Credits: 2</b>
<b>Internal Assessment: 20 Marks</b>	<b>Semester End Examination: 30 Marks</b>

### Objectives of the Course:

1. To study the different kinds of information sources.
2. To study, evaluate and selection of different reference sources.
3. To understand the different types of reference and information services.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : learn about the types, characteristics and uses of Information sources

**CO2** : acquainted with various reference sources, viz. Dictionary, Thesaurus, Encyclopedia, Yearbook, Almanac, Directory, Handbooks, Manuals, Biographical information sources; Bibliographies; Indexing and Abstracting Periodicals, and Databases.

**CO3** : Prepare a Digest on any given topic

**CO4** : Organize a Newspaper clipping service in a Library and Information Center

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Information Sources</b>	09
<ul style="list-style-type: none"> <li>➤ Information Sources: Concept, Types, Characteristics and Uses</li> <li>➤ Current Trends in Information Sources: CD-ROM, Internet resources, Discussion Forums and Information Gateways/Portals</li> </ul>	
<b>Unit – 2 Information Services</b>	09
<ul style="list-style-type: none"> <li>➤ concept, definition, need and trends</li> <li>➤ Type of Information Services: Reference Service, bibliographic, referral, document delivery, abstracting, indexing, translation, literature search, alerting services (CAS and SDI)</li> <li>➤ Electronic Information Services: E-CAS, E-SDI and E-DDS</li> <li>➤ Recent Trends in Information Services: E-alerts, Web alerts, Web 2.0 tools for delivering information services and others</li> </ul>	
<b>Unit – 3 : Newspaper Clipping and Bibliography Preparation</b>	10
<ul style="list-style-type: none"> <li>➤ Prepare a Newspaper clipping on any given topic</li> <li>➤ Prepare a Bibliography on any given topic</li> </ul>	

(Each student should maintain Practical Record and submit the same at the time of Practical Examination)

#### References :

1. Cassell, Kay Ann & Hiremath, Uma. (2018). *Reference and Information Services: An Introduction* (4th ed.). London: Facet.
2. Chow, Anthony. (2012). *Library technology and user services: Planning, integration, and usability engineering*. Oxford: Chandos Publishing
3. Cooke, Nicole A. (2017). *Information Services to Diverse Populations: Developing Culturally Competent Library Professionals*. Santa Barbara, California: Libraries Unlimited.
4. Evans, G. Edward, Saponaro, Margaret Zarnosky , Christie, Holland & Sinwell, Carol. (2015).
5. *Library Programs and Services: The Fundamentals* (8th ed.). Santa Barbara, California: Libraries Unlimited.
6. Pantry, Sheila & Griffiths, Peter. (2009). *How to Give Your Users the LIS Services They Want*. London: Facet
7. Posner, Beth (Ed.). (2017). *Library Information and Resource Sharing: Transforming Services and Collections*. Santa Barbara, California: Libraries Unlimited.
8. Rankin,Carolynn & Brock, Avril. (2015). *Library Services from Birth to Five: Delivering the best start*. London: Facet.
9. Singh, Gurdev. (2013). *Information Sources, Services And Systems*. Delhi: PHI Learning.
10. Thomsett-Scott, Beth C. (Ed.). (2013). *Implementing Virtual Reference Services: A LITA Guide*. Chicago: ALA Process and practice. London: Facet.



**VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY**  
JNANASAGARA CAMPUS, BALLARI-583105

**Department of Studies in Library  
and Information Science**

**SYLLABUS**

Master of Arts  
(I-IV Semester)

With effect from  
2024-25



# VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY

## Department of Library and Information Science

Jnana Sagara, Ballari - 583105



Distribution of Courses/Papers in Postgraduate Programme I to IV Semester as per Choice Based Credit System (CBCS) Proposed for PG Programs

### Without Practical

### II – SEMESTER

Semester No.	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration exams (Hr)
				IA	Sem. Exam	Total	L	T	P		
SECOND	DSC5	21LIS2C5L	Management of Libraries and Information Centers	30	70	100	4	-	-	4	3
	DSC6	21LIS2C6L	Trends in Cataloguing	30	70	100	4	-	-	4	3
	DSC7	21LIS2C7L	Trends in Classification	30	70	100	4	-	-	4	3
	DSC8	21LIS2C8L	Information Consolidation and Re-packaging	30	70	100	4	-	-	4	3
	SEC2	21LIS2S2LP	Search Strategy And Vocabulary Control	20	30	50	1	-	1	2	1
	DSC6P3	21LIS2C6P	Cataloguing of Non-Book Materials (DSC6)	20	30	50	-	-	4	2	4
	DSC7P4	21LIS2C7P	Classification – UDC (DSC7)	20	30	50	-	-	4	2	4
	DSC8P5	21LIS2C8P	Information Consolidation and Re-packaging (Indexing and Abstracting) – DSC8	20	30	50	-	1	1	2	4
<b>Total Marks for II Semester</b>						<b>600</b>				<b>24</b>	

## 21LIS2C5L: Management of Libraries and Information Centers

<b>Course:</b> Management of Libraries and Information Centers	<b>Course Code:</b> 21LIS2C5L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To introduce the students with the basics of library and information science.
2. To introduce the students with various Library Systems.
3. To create understanding about Human Resource and Financial and space Management.
4. To understand Performance parameters and Library reporting.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Familiarise with basics and functioning of Libraries and Information Centres **CO2 :** Understand the Collection development: Types of Documents. Selection and Acquisition: tool, procedure and policies. Problems of collection development

**CO3 :** Learns the Technical processing and preparation of documents for use: Shelving, circulation work, methods of book circulation-charging and discharging

**CO4 :** Understand about Human Resource and Financial and space Management of Library and Information Centre

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Management and Organizational Structure of Library and Information Centres</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Management Concept, definition and scope, Principles of management and their applications to Library and Information Centres</li> <li>➤ Principles of Scientific Management - Henri Fayal - Frederick Winslow Taylor - POSDCORB</li> <li>➤ Principles of Organizational structure, Organizational structure of Library and Information Centers</li> </ul>	
<b>Unit – 2 Library House Keeping Operations</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Collection Development Policy and Procedure for Books and Non-Books materials, Selection Tools</li> <li>➤ Various sections of libraries and information centers and their functions <ul style="list-style-type: none"> <li>▪ Acquisitions section</li> <li>▪ Technical section</li> <li>▪ Circulation section</li> <li>▪ Periodical section</li> <li>▪ Reference Section</li> </ul> </li> <li>➤ Stock maintenance and Stock verification, Binding and Preservation, Weeding out policies.</li> </ul>	
<b>Unit – 3 : Human Resource Management</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Concept, Meaning and Types of Library Manpower</li> <li>➤ Human Resource Planning, Technique of HRM-Job Analysis, Job Description, analysis and evaluation, Training and development. Performance appraisal and Decision Making</li> <li>➤ Motivational Theories: Maslow, Hertzberg and McGregor Group dynamics</li> </ul>	
<b>Unit – 4 : Financial Management</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Preparation of library budget, Sources of Finance</li> <li>➤ Budgeting- Definition and Concept, Types of budgets - PPBS, Zero Based Budgeting, Cost effective and cost benefit analysis</li> <li>➤ Total Quality Management (TQM) - Its Concept and Techniques.</li> <li>➤ Library Buildings, Furniture and Equipment</li> </ul>	
<b>Unit – 5 : Managerial Tasks in Library Administration</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Library committee - Need and Functions</li> <li>➤ Library statistics, Annual reports: Compilation, Contents and style</li> <li>➤ Library rules and regulations.</li> <li>➤ Records Management - Concepts and Issues</li> </ul>	

## References:

1. Krishan Kumar : Library Administration and Management . New Delhi : Vikas , 1987.
2. Mittal, RL Library Administration: Theory and Practice. ESS ESS Publications, 2nd Edition, New Delhi.
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5. Sethunath, V.S. and Ganesh kumar,M, Librarianship in Digital Era, Crescent Publication Corporation, New Delhi, 2012.
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7. Byrson, J. (2017). Effective Library and Information Centre Management S.I.: Routledge. Evans, G. E.&Alire, C. (2014). Management Basics for Information Professionals. 3rd ed. Chicago: American Library Association.
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11. Mittal, R. L. (2007). Library administration: Theory and practice. 5th ed. New Delhi: EssEss.
12. Moran, B. B.&Morner, C. J. (2018). Library and information center management. California : Libraries Unlimited
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16. <https://nios.ac.in/media/documents/SrSecLibrary/LCh-015A.pdf>
17. <https://nios.ac.in/media/documents/SrSecLibrary/LCh-016A.pdf>
18. <https://nios.ac.in/media/documents/SrSecLibrary/LCh-011.pdf>
19. <http://www.lisbdnet.com/library-budget-objectives-methods/>
20. <http://epgp.inflibnet.ac.in/ahl.php?csrno=21>



## 21LIS2C6L : Trends in Cataloguing

<b>Course:</b> Trends in Cataloguing	<b>Course Code:</b> 21LIS2C6L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To familiarizes students with Current Trends in cataloguing.
2. To be acquainted with the process of Library Cataloguing using appropriate software
3. To be acquainted with metadata and its standards
4. To understand Bibliographic Formats and Standards, deriving subject headings.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Students are able catalogue library documents through AACR2. **CO2 :**

Students are able to access Online Public Access Catalogue (OPAC)**CO3 :** Students are able to frame Standards for Cataloguing

**CO4 :** Students will get knowledge about worldcat, indcat.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Trends in Cataloguing</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Concept, Importance</li> <li>➤ Cataloging in Publication</li> <li>➤ Recent trends in cataloguing : WorldCat, IndCat, FRBR</li> </ul>	
<b>Unit – 2 : Co-operative Cataloguing</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Pre-Natal Cataloguing</li> <li>➤ Co-operative Cataloguing <ul style="list-style-type: none"> <li>▪ Union Cataloguing</li> <li>▪ Co-operative and Centralized Cataloguing</li> </ul> </li> <li>➤ Record Development</li> <li>➤ Preparing bibliographic records for different kinds of documents using appropriate software (KOHA)</li> </ul>	
<b>Unit – 3 : Cataloging of non-book materials</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Non-book Materials : <ul style="list-style-type: none"> <li>▪ Cartographic materials</li> <li>▪ Manuscripts</li> <li>▪ Microforms</li> <li>▪ Graphic Materials</li> <li>▪ Electronic Resources (Sound Recordings, Motion Pictures, Video Recordings, Computer Files, Web Resources)</li> </ul> </li> </ul>	
<b>Unit – 4 : Metadata</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Meaning, definition, Purpose and importance of Metadata</li> <li>➤ Basic features of metadata</li> <li>➤ Types of Metadata</li> <li>➤ Levels of Metadata</li> <li>➤ Elements of Metadata</li> </ul>	
<b>Unit – 5 : Challenges of Cataloguing</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Concept and Importance</li> <li>➤ Cataloguing in the internet and Digital library environment</li> <li>➤ OPAC development</li> </ul>	

## References:

1. Anglo-American cataloguing Rules. Rev. Ed. 1998.
2. Anne Welsh. (2017). Environment: The Transition from AACR2 to RDA / 1st ed., Facet Publishing
3. Bharat Bhargava. (2014). Digital Libraries and Multimedia Softcover reprint of hardcover / 1st ed. Springer Publications.
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8. Chakraborty, AR and Chakraborty, B: Indexing: Principles, processes and producers. Calcutta: World Press, 1984.
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10. Frederick, Donna E. (2016). Managing eBook Metadata in Academic Libraries: Taming the Tiger / 1st ed., Chandos Publishing
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16. Moellering, Harold., & Aalders, H.J., & Crane, Aaron. (2015). World Spatial Metadata Standards: Scientific and Technical Characteristics, and Full Descriptions with Crosstable / 1st ed., Pergamon Publications
17. O'Dell, Allison Jai. (2015). Subject Description and Discovery: Access to Archives and Special Collections on the Semantic Web. Libraries Unlimited,
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19. Shaw, Marie Keen. (2011). Cataloging Library Resources: An Introduction (Library Support Staff Handbooks). Rowman & Littlefield
20. Spiteri, Louise F. (ed.). (2016). Managing Metadata in Web-scale Discovery Systems. Facet Publishing
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22. Taylore, A.G. and Miller, David P. Wynar's introduction to cataloguing and classification. Ed. 10. London, Libraries Unlimited, 2006
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## 21LIS2C7L : Trends in Classification

<b>Course:</b> Trends in Classification	<b>Course Code:</b> 21LIS2C7L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To understand the importance of library classification in organization of knowledge.
2. To understand the subject formation and be acquainted with major schemes of classification.
3. To highlight the importance of canons in the design of classification schemes.
4. To familiarizes students with Current Trends in Library Classification.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Students are able Classify library documents through OCLC.

**CO2 :** Students will obtain an insight into and familiarity with the history of libraryclassification

**CO3 :** Students will understand major developments in DDC, UDC and CC

**CO4 :** Students will get knowledge about library documents mapping.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Universe of Subjects</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Concept, Definition</li> <li>➤ Structure and attributes of a subjects</li> <li>➤ Different types of subject</li> <li>➤ Universe of subjects as mapped in different schemes of classification</li> </ul>	
<b>Unit – 2 : Knowledge Organisation Systems</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Concept, characteristics, levels, tools</li> <li>➤ Traditional approach to KO: classification schemes, facet analysis, Authority Files, etc</li> <li>➤ Knowledge organization in digital environment</li> </ul>	
<b>Unit – 3 : Study of UDC and CC</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Universal Decimal Classification <ul style="list-style-type: none"> <li>▪ History and Development</li> <li>▪ Structure and Design</li> </ul> </li> <li>➤ Colon Classification <ul style="list-style-type: none"> <li>▪ History and Development</li> <li>▪ Structure and Design</li> </ul> </li> </ul>	
<b>Unit – 4: Organisations, Societies and Research Groups</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Library Research Circle (LRC)</li> <li>➤ FID/CR</li> <li>➤ Classification Research Group (CRG)</li> <li>➤ Documentation Research and Training Centre (DRTC)</li> <li>➤ International Society for Knowledge Organisation (ISKO)</li> </ul>	
<b>Unit – 5 : Current Trends in Library Classification</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Modern Knowledge Origination Tools: Thessauri, Taxonomies and Folksonomies</li> <li>➤ Semantic Web: SKOS and OWL</li> <li>➤ Webdewey Ontologies</li> <li>➤ Reclassification</li> </ul>	

## References:

1. British Standards Institution. (2005). UDC: Universal Decimal Classification. London: British Standards Institution.
2. Broughton, Vanda (2015). Essential classification. 2nd ed. London: Facet.
3. Chaudhary, G. G. & Chaudhary, Sudatta (2007). Organizing information: From the shelf to the web. London: Facet.
4. Kumbhar, R. (2011). Library Classification Trends in the 21st Century. London: Chandos Publishing.
5. Oggier, D. (2010). Harnessing Folksonomies with a Web Crawler. Germany: Verlag
6. Peters, I. (2009). Folksanonomies, Indexing and Retrieval in Web 2.0. Germany: Saur
7. Ranganathan, S. R. (1962). Elements of Library Classification. (3rd ed.). Bombay: Asia
8. Ranganathan, S. R. (1989). Prolegomena to Library Classification. (3rd ed.) Bangalore: SRELS
9. Ranganathan, S. R. (2006). Colon classification (6th ed.). New Delhi: EssEss Publications.
10. Satija, M. P. (2011). A guide to the theory and practice of colon classification. New Delhi: Ess Ess Publications.
11. Stuart, David (2016). Practical ontologies for information professionals. London: Facet

## 21LIS2C8L : Information Consolidation and Re-packaging

<b>Course:</b> Information Consolidation and Re-packaging	<b>Course Code:</b> 21LIS2C8L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. Get acquainted with variety of information services
2. To understand the concept of Indexing.
3. To understand the concept of Abstracting.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : explain the concepts of information consolidation and repackaging

**CO2** : trace the origins of the concepts of information consolidation and repackaging

**CO3** : discuss how the concept of appropriate or consolidated information developed in conjunction with the concept of appropriate technology and technology transfer

**CO4** : assess the value and benefits of consolidated information to different user communities or groups

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Introduction to Information Analysis, Consolidation and Repackaging</b>	11
<ul style="list-style-type: none"> <li>➤ Concept of Subject Analysis and Content Analysis</li> <li>➤ Restructuring</li> <li>➤ Packaging and Repackaging</li> <li>➤ Consolidation.</li> </ul>	
<b>Unit – 2 Information Systems and Products Information Products</b>	12
<ul style="list-style-type: none"> <li>➤ Concept, Nature, Types (News-letter, In-house Communication, Trade Bulletin, Technical Digest, Product Bulletin, etc.)</li> <li>➤ Design and Development of Information Products</li> <li>➤ National and International Information Systems/Centers - Background, Services and Products (INIS, AGRIS, NISCAIR, NASSDOC, DESIDOC)</li> </ul>	
<b>Unit – 3 : Abstracts and Abstracting</b>	10
<ul style="list-style-type: none"> <li>➤ Definition, Uses, Types and their Qualities, Guidelines for Abstracting,</li> <li>➤ Automatic Abstracting – Concept, Text Summation System,</li> <li>➤ Automatic Extraction – Concept selection, Abstractor’s workbench</li> </ul>	
<b>Unit – 4 : Indexing</b>	12
<ul style="list-style-type: none"> <li>➤ Concepts, Need and Purpose, Evolution of Indexing Systems</li> <li>➤ Pre-Coordinate and Post- Coordinate Indexing</li> <li>➤ Study and Acquaintance with Chain Indexing, PRECIS, SLIC and Uniterm Indexing;</li> <li>➤ Automatic Indexing Systems: KWIC and its Variations, Citation Indexing, Relational: Indexing;</li> <li>➤ Indexing Languages: Concept, Characteristics, Vocabulary Control, Classification Schemes, Subject Headings, Construction of Thesaurus.</li> </ul>	
<b>Unit – 5 : Repackaging and Consolidation Products</b>	11
<ul style="list-style-type: none"> <li>➤ Concept and utility of repackaging and consolidation of Information products.</li> <li>➤ Types of repackaging and consolidation Information products, Document delivery and Reprography techniques.</li> <li>➤ Translation Centers, Bureaux, Machine aided Translation</li> </ul>	



## References:

1. Seetharama, S. Information Consolidation and Repackaging. New Delhi: Ess Ess, 1997.
2. Atherton, Pauline. Handbook for Information Systems and Services. Paris: Unesco, 1977.
3. Bhattacharya, G. and Gopinath, M. A. Information Analysis and Consilidation: Principles, Procedures and Products; the Working Document for the DRTC Annual Seminar Bangalore, 23-27 Feb 1981. Bangalore: DRTC, 1981.
4. Saracevic, T. and Wood, J. S. Consolidation of Information: A Handbook of Evaluation, Restructuring and Repackaging of Scientific and Technical Information. Paris: Unesco, 1981.
5. Seetharama, S. "Modes of Presentation of Information in Information Consolidation products." Library Science with a Slant to Documentation, V.22 (1985).
6. Seetharama, S. Information Consolidation and Repackaging. New Delhi: EssEss Publications, 1997.
7. Lee, Sul H .2011. Repackaging Libraries for Survival. London: Routledge
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10. Iyer, V K. 1998. Management of Library and Information Services. Delhi: Rajat
11. Bates, M J. 2011. Understanding Information Retrieval Systems: Management, Types, and Standards. USA: Auerbach Publications
12. IDRC:1999. Marketing Information Products and Services.USA: IDRC
13. Eppler, M J. 2006. Managing Information Quality.USA: Springer

## 21LIS2S2LP : Search Strategy And Vocabulary Control

<b>Course:</b> Search Strategy And Vocabulary Control	<b>Course Code:</b> 21LIS2S2LP
<b>Teaching Hours/Week (L-T-P):</b> 1 - 0 - 2	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Course objectives

1. To explain the meaning, need and objectives of search strategy and vocabulary control
2. distinguish controlled vocabulary from natural language vocabulary
3. describe the main features of vocabulary control devices, such as subject headings list and thesauri; and discuss their applicability in libraries for subject indexing purposes.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** describe the basic concepts of search strategy and Vocabulary control

**CO2 :** define the various search techniques and search strategy including electronic searching techniques

**CO3 :** learn about various search operators like Boolean and other operators viz. parentheses, truncation, masking etc

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Search Strategies Online Searching</b>	11
<ul style="list-style-type: none"> <li>➤ Search Strategy: Concept, need, development of a search strategy</li> <li>➤ Process for Searching: Preparing to search, Feedback and Refining</li> <li>➤ Basic Search Techniques: Word and Phrase, Boolean, Truncation, Proximity, Field, Metadata, Limit Search Techniques</li> <li>➤ Online Searching and Retrieval: Definition, Historical development, basic features</li> <li>➤ Online Search tools: Search Engines, Directories</li> <li>➤ Google Search tools and techniques</li> </ul>	
<b>Unit – 2 : Indexing Language And Vocabulary Control</b>	08
<ul style="list-style-type: none"> <li>➤ Indexing Language: Types and Characteristics</li> <li>➤ Vocabulary Control: Definition and Purpose. Tools of Vocabulary Control</li> <li>➤ Thesaurus: Structure and Function; Design/Construction of Thesaurus.</li> </ul>	
<b>Unit – 3 : Query Languages</b>	09
<ul style="list-style-type: none"> <li>➤ Query Language: Basic Concept, need and function</li> <li>➤ Keyword based Query: Single word queries, Context queries, Boolean queries, Natural Language queries</li> <li>➤ Pattern Matching: Words, Prefixes, Suffixes, Substrings, Ranges, Allowing errors, Extended patterns</li> <li>➤ Structural Queries: Fixed structure, Hypertext, Hierarchical</li> </ul>	

## References :

1. Aitchison, J. (1970). The Thesaurifacet: A Multipurpose Retrieval Language Tool. *Journal of Documentation*. 26; 187-203
2. Aitchison, J. and Gilchrist, A. (1987). *Thesaurus Construction: A Practical Manual*. 2nd ed. London : ASLIB.
3. Bhattacharyya, G. (1982). *Classaurus: Its Fundamental, Design and Use*. (Paper presented to the Fourth International Study Conference on Classification Research. Augusburg, June 28-July 2, 1982).
4. Chakravorty, A.R. and Chakraborty, Bhubaneswar. (1984) *Indexing: Principles, Processes and Products*. Calcutta : World Press.
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7. Foskett, A.C. (1996). *The Subject Approach to Information*. 5th ed. London : Library Association Publishing.
8. Foskett, D.J. (1979). *Thesaurus*. In: Kent, Allen [et al.] (eds.) *Encyclopaedia of Library and Information Science*. Vol. 25.
9. Ghosh S.B, and Satparthi, J.N. (ed.) (1998). *Subject Indexing Systems*. Calcutta: IASLIC
10. Lancaster, F. W. (1985). *Vocabulary Control for Information Retrieval*. 2nd ed. Arlington, Va. : Information Resources Press.
11. Soergel, D. (1974). *Indexing Language and Thesauri: Construction and Maintenance*. Los Angeles, California Melville Publishing.
12. Stacey, Alison, Stacey, Adrian. (2004). *Effective Information Retrieval from the Internet*. Oxford: Chandos Publishing.
13. Chowdhury, G.G. (2004). *Introduction to Modern Information Retrieval*. 2nd ed. London: Facet.

## 21LIS2C6P: Cataloguing of Non-Book Materials (DSC6)

<b>Course:</b> Cataloguing of Non-Book Materials (DSC6)	<b>Course Code:</b> 21LIS2C6P
<b>Teaching Hours/Week (L-T-P):</b> 0 - 0 - 4	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Objectives of the Course:

1. To have hands on practice of cataloguing of different types of Non-book materials.
2. To have hands on practice of cataloguing and to understand the rules and practices of document description for non-book materials according to Anglo American Cataloguing Rules-2.
3. Preparing Catalogue Entries (Main, Added and Reference Entries) for Non-Book Materials including electronic resources using Anglo American Cataloguing Rules- Second revised edition.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** prepare accurate and comprehensive catalogue records,

**CO2 :** apply the rules of cataloguing standards to prepare catalogue records – main entries, added entries and other entries for non-book materials

**CO3 :** Demonstrate the ability to identify the subject content of the non-documents and prepare appropriate entries for effective subject retrieval.

Content of Course	28 Hrs
<b>Unit – 1 : Cataloguing of Cartographic Materials</b>	09
<ul style="list-style-type: none"> <li>➤ Maps</li> <li>➤ Atlas</li> <li>➤ Globe</li> </ul>	
<b>Unit – 2 : Cataloguing of Microforms</b>	10
<ul style="list-style-type: none"> <li>➤ Aperture Card</li> <li>➤ Microfiche</li> <li>➤ Micro Film</li> </ul>	
<b>Unit – 3 : Cataloguing of Electronic Resources</b>	09
<ul style="list-style-type: none"> <li>➤ Sound Recordings</li> <li>➤ Video Recordings</li> <li>➤ Motion Pictures</li> <li>➤ Computer Files</li> </ul>	

(Each student should maintain Practical Record and submit the same at the time of Practical Examination)

#### References :

1. Fritz, D. A. (2007). *Cataloging with AACR2 & MARC21: For books, electronic resources, sound recordings, video recordings, and serials*. Chicago: American Library Association.
2. Hunter, E. J. (1989). *Examples illustrating AACR-2*. London: Library Association.
3. Joint Steering Committee for Revision of AACR, & American Library Association. (2005). *Anglo- American cataloguing rules*. 2<sup>nd</sup> ed. Chicago: American Library Association.
4. Jones, E. (2013). *RDA and serials cataloguing*. London: Facet Publishing.
5. Kumar, K. (1990). *An introduction to AACR-2*. New Delhi: Vikas Pub. House.
6. Maxwell, R. L. (2004). *Maxwell's handbook for AACR2: Explaining and illustrating the Anglo- American cataloguing rules through the 2003 update*. Chicago: American Library Association.
7. Miller, J., &Goodsell, J. (2004). *Sears list of subject headings*. New York: Wilson.
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9. Olson, Nancy B., Bothmann, Robert L. &Schomberg, Jessica J. (2008). *Cataloging of audiovisual materials and other special materials: A manual based on AACR2 and MARC 21*. 5<sup>th</sup>ed. Westport, Conn.: Libraries Unlimited.
10. Sears, Minnie Earl &Lighthall, Lynne Isberg. (2010). *Sears List of Subject Headings*. 20<sup>th</sup> ed. New York: H.W. Wilson.
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## 21LIS2C7P : Classification – UDC & CC (DSC7)

<b>Course:</b> Classification – UDC (DSC7)	<b>Course Code:</b> 21LIS2C7P
<b>Teaching Hours/Week (L-T-P):</b> 0 - 0 - 4	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Objectives of the Course:

1. To develop skills of classification and subject analysis
2. To develop skills in subject analysis and synthesis of different facets.
3. To develop proficiency in using Universal decimal classification to construction Class numbers for documents of different disciplines / subjects.

### Course Outcomes (COs):

At the end of the course, students will be able to

**CO1 :** Students will understand the scheme of knowledge classification

**CO2 :** Students will understand the process related to construct classification number

**CO3 :** Student will capable of applying the classification rules

**CO4 :** Earned skills for classifying all documents including non book materials and micro documents

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Introduction to Universal Decimal Classification</b>	08
➤ Introduction to UDC ➤ Structure and organization of UDC	
<b>Unit – 2 : Use of Auxiliaries</b>	08
➤ Common Auxiliaries ➤ Special Auxiliaries	
<b>Unit – 3 : Construction of the Class numbers</b>	12
➤ Simple Document ➤ Compound Document ➤ Complex Document	

(Each student should maintain Practical Record and submit the same at the time of Practical Examination)

### References :

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.



**21LIS2C8P : Information Consolidation and Re-packaging (Indexing and Abstracting) – DSC8**

<b>Course:</b> Information Consolidation and Re-packaging (Indexing and Abstracting) – DSC8	<b>Course Code:</b> 21LIS2C8P
<b>Teaching Hours/Week (L-T-P):</b> 0 - 4 - 0	<b>No. of Credits:</b> 2
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

**Objectives of the Course:**

1. explain the concepts of information consolidation and repackaging
2. trace the origins of the concepts of information consolidation and repackaging
3. assess the need for such service and explain the processes involved in information consolidation

**Course Outcomes (COs):**

At the end of the course, students will be able to:

**CO1 :** explain the concepts of information consolidation and repackaging

**CO2 :** trace the origins of the concepts of information consolidation and Repackaging

**CO3 :** discuss how the concept of appropriate or consolidated information developed in conjunction with the concept of appropriate technology and technology transfer

**CO4 :** assess the value and benefits of consolidated information to different user communities or groups

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Introduction to Information Analysis, Consolidation and Repackaging</b>	09
<ul style="list-style-type: none"> <li>➤ Concept of Subject Analysis and Content Analysis</li> <li>➤ Restructuring</li> <li>➤ Packaging and Repackaging</li> <li>➤ Consolidation.</li> </ul>	
<b>Unit – 2 Methodology for the Preparation of Information Product</b>	09
<ul style="list-style-type: none"> <li>➤ Methodology for Information Consolidation</li> <li>➤ Understating of subjects, Information Requirement</li> <li>➤ Information Consolidation products by Diffusion stages</li> </ul>	
<b>Unit – 3 : Index and Abstract Preparation</b>	10
<ul style="list-style-type: none"> <li>➤ Prepare subject analysis and creation of subject access point/indexing</li> <li>➤ Prepare one indicative abstract and One Informative Abstract of One Research Article.</li> </ul>	

(Each student should maintain Practical Record and submit the same at the time of Practical Examination)

#### **References :**

1. Cronin. (1981). The Marketing of Library and information Services, London,ASLIB.
2. Freeman, J.E. and Katz, R.M. (1978). Information marketing, ARIST,1978, 13,79-101.
3. Kotler, P. (1975). Marketing for Non-Profit Organization, New Jersey, Prentice-Hall.
4. Neelmeghan, A. and Seetharam, S. Specialist group in the preparation &Consolidation Products.
5. Saracevic, Telko (1986). Processes in information consolidation, informationProcessing and Management, 22(1), 45-60.
6. Harvey, J.M. Specialist information Centers, London: Clive Bingley.
7. Bhattacharya, G. Information Analysis for Consolidation, DRTC Annual Seminar,18: Paper IA.
8. Seetharama, S. Planning of information Analysis Centre: Some General Consideration DRTC Annual Seminar, 18 paper HD.
9. UNESCO/DSIR (1988). Regional Training Course on information consolidation.March 14-18, Course Material: Hyderabad: Institute of Public Enterprise.



**VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY**

**JNANASAGARA CAMPUS, BALLARI-583105**

**Department of Studies in  
Library & Information Science**

**SYLLABUS**

**Master of Arts**

**(III Semester)**

**With effect from  
2024-25**



# VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY

## Department of Library and Information Science

Jnana Sagara, Ballari - 583105



Distribution of Courses/Papers in Postgraduate Programme I to IV Semester as per Choice Based Credit System (CBCS) Proposed for PG Programs

### III – SEMESTER

**With Practical**

Semester	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs)
				IA	SEE	Total	L	T	P		
THIRD	DSC9	21LIS3C9L	Library Automation and software packages	30	70	100	4	-	-	4	3
	DSC10	21LIS3C10L	Web Technology, and E-Publishing	30	70	100	4	-	-	4	3
	DSE1	21LIS3E1AL	Information and Communication Studies	30	70	100	4	-	-	4	3
		21LIS3E1BL	Library Users and User Education								
		21LIS3E1CL	Information system and services								
	DSE2	21LIS3E2AL	Academic Library System	30	70	100	4	-	-	4	3
		21LIS3E2BL	Public Library System								
		21LIS3E2CL	Special Library System								
	GEC1	21LIS3G1AL	Information Literacy	20	30	50	2	-	-	2	2
		21LIS3G1BL	Information Sources and Services								
21LIS3G1CL		Information Systems for Social Sciences									
SEC3	21LIS3S3LP	Research Methodology	20	30	50	L-2/T-2/P-4/L-1 & T-1/ L-1 & P-2/T-1 & P-2			2	2	
DSC9P7	21LIS3C7P	Library Automation (DSC9)	20	30	50	-	-	2	2	2	
DSC10P8	21LIS3C8P	Web Technology (DSC10)	20	30	50	-	-	2	2	2	
<b>Total Marks for III Semester</b>						<b>600</b>				<b>24</b>	

## **21LIS3C9L: Library Automation and Software Packages**

<b>Course:</b> Library Automation and Software Packages	<b>Course Code:</b> 21LIS3C9L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### **Objectives of the Course:**

1. Get an overview of the definition, concept, need and importance of library automation.
2. Understand areas, strategies and infrastructure required for library automation
3. Know about the application of latest technology in library function
4. Know the different library automation software along with criteria for its evaluation

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

**CO1 :** Understand the basic concepts, need and importance of library automation

**CO2 :** Learn about the areas, strategies and infrastructure required for library automation.

**CO3 :** Know about the application of latest technologies such as RFID, NFCT, Discovery tools and artificial intelligence in library functions.

**CO4 :** Know about the various software used for library automation, understand its features and evaluation criteria to consider the automation software for libraries.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Library Automation</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Library Automation: Concept, Meaning and Definition, Need, Purpose, Advantages and Disadvantages</li> <li>➤ Historical development</li> <li>➤ Planning for Library automation.</li> </ul>	
<b>Unit – 2 Library Housekeeping operations</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Automated acquisition</li> <li>➤ Automated Technical processing</li> <li>➤ Automated Circulation</li> <li>➤ Automated serials control</li> <li>➤ OPAC</li> </ul>	
<b>Unit – 3 : Library Software Packages</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Library Automation Software: Commercial and Open Source</li> <li>➤ Salient features of ILMS <ul style="list-style-type: none"> <li>▪ SOUL</li> <li>▪ EasyLib</li> <li>▪ LIBSYS</li> <li>▪ Koha</li> <li>▪ NewGen Lib</li> </ul> </li> <li>➤ Criteria for Evaluation of Library software packages</li> <li>➤ Study of standards relevant to library automation- MARC21, Dublin Core, ISO 2709, and Z39.50.</li> </ul>	
<b>Unit – 4 : Retrospective Conversion</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Retrospective Conversion: Concept, Purpose and Techniques</li> <li>➤ Retrospective Conversion Outsourcing: Planning and Prospects</li> <li>➤ Retrospective Conversion in Academic Libraries of India: INFLIBNET Initiative, e-shodh Sindhu &amp; Others</li> </ul>	
<b>Unit – 5 : Application of Barcode, RFID, NFCT and Artificial Intelligence in Libraries</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Application of Barcode Technology to Library and Information Centers</li> <li>➤ Application of RFID to Library and Information Centers</li> <li>➤ Application of NFCT to Library and Information Centers</li> <li>➤ Applications of Artificial Intelligence to Library and Information Centers</li> </ul>	

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22. <https://ndl.iitkgp.ac.in/>
23. <https://nios.ac.in/media/documents/SrSecLibrary/LCh-003.pdf>
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Date :

Course Coordinator

Subject Committee Chairperson





## **21LIS3C10L : Web Technology and E-Publishing**

<b>Course:</b> Web Technology and E-Publishing	<b>Course Code:</b> 21LIS3C10L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### **Objectives of the Course:**

1. Explain the evolution of Internet and Web
2. Discuss the functions and features of the Web browsers and Search Engines
3. Differentiate the Websites based on the way they function and categorize them based on the content and the client it caters to.
4. know what do the concepts of 'E-Publishing' mean
5. To prepare the learners to aware of e-publishing & understand tools and techniques, create new e-resources and evaluation of existing e- environment.

### **Course Outcomes (COs):**

At the end of the course, students will be able to:

**CO1 :** understand the web technology

**CO2 :** understand the service of different types of web browser and search engines

**CO3 :** get knowledge on e-publishing, its process and issues related to e-publishing

**CO4 :** to create new authoring tools, language and devices for e-publishing and evaluate the information resources available on e-environment

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Web Technology</b>	<b>14</b>
<ul style="list-style-type: none"> <li>➤ World Wide Web: History and Evolution, Uniform Resource Locator (URL), Web Servers, Browsers and Search Engines</li> <li>➤ Web Clients – Distributed Information System and Services – Web 2.0, Lib 2.0, Semantic Web, Cloud Computing.</li> <li>➤ Web resources: Meaning and definition, Growth and development, Types of Websites</li> <li>➤ Criteria for Evaluation Web Resources</li> <li>➤ Social networks: Need and Importance, Types: Wikis, Facebook, Twitter, Blogs, YouTube, Slide share.</li> <li>➤ Web Designing : Introduction to HTML Markup Language</li> </ul>	
<b>Unit – 2 : Web Security</b>	<b>08</b>
<ul style="list-style-type: none"> <li>➤ Internet Security: Worms, Viruses, Malware, Spyware, phishing</li> <li>➤ Cyber Crime: Provision in the Indian IT Act; Firewalls, Anti-Virus, Anti-Spyware.</li> </ul>	
<b>Unit – 3 : Fundamentals of E-Publishing</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Content: Types of content. Electronic Publishing: Origin, History and Development, and Trends: Digital content types, File formats, Encoding systems ASCII, UNICODE and ISCII.</li> <li>➤ Page Description Languages : Adobe PDF and Photoshop. Legacy documents- Conversion from analog to digital, OCR Software and Adobe Capture.</li> </ul>	
<b>Unit – 4 : Concept and Channels of E-Publishing</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Electronic Publishing: Concept, Types and categories – commercial, open access, self e-publishing, scholarly communication.</li> <li>➤ E-Publishing Process: peer reviewing, editing, proofreading, designing, typesetting, and printing.</li> <li>➤ E-publishing software: features and use.</li> <li>➤ Study of select e-publishing software:MS Publisher and OJS.</li> </ul>	
<b>Unit – 5 : Ethics of E-Publishing</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Economics of e-publishing</li> <li>➤ IPR and Copyright issues in e-publishing.</li> <li>➤ Legal, Social and Economic issues in e-publishing</li> <li>➤ Multimedia Content Creation: Data Compression Techniques</li> <li>➤ Multimedia Files and Formats – JPEJ, MPEG, GIF, TIFF</li> </ul>	

## **References:**

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Date :  
Chairperson

Course Coordinator

Subject Committee

## 21LIS3E1L1 : Information and Communication Studies

<b>Course:</b> Information and Communication Studies	<b>Course Code:</b> 21LIS3E1L1
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To acquaint the students with the role of information in society
2. To understand information needed for the different kinds of activities
3. To know about the economics & management of information and knowledge
4. To get familiarize with the characteristics of the information resources in society

### Course Outcomes (COs):

**At the end of the course, students will be able to:**

**CO1 :** Comprehend the concepts of Data, Information, Knowledge and fair use of

Information.

**CO2 :** Understand the role of information in society and communication channels.

**CO3 :** Know about the economics & management of Information and Knowledge

**CO4 :** Elaborate the concepts of Information Society and Knowledge Society

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Information and Communication</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Information: Characteristics, Nature, Value &amp; Use of Information</li> <li>➤ Conceptual Difference Between Data, Information &amp; Knowledge</li> <li>➤ Communication of Information : Communication Channels</li> <li>➤ Models: Aristotle’s Model, Lasswell’s Models, Michael Buchler Model, Shannon &amp; Weaver Model etc.</li> <li>➤ Barriers of Communication.</li> <li>➤ Trends in Information Communication</li> </ul>	
<b>Unit – 2 : Information Science</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Information Science: meaning, definitions□ Origin, Development and Evolution of Information Science</li> <li>➤ Theoretical Foundations and Framework of Information Science□ Physical and Cognitive Paradigms</li> <li>➤ Education for Library and Information Science Professionals</li> </ul>	
<b>Unit – 3 : Information Society</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Genesis, Development and Evolution of Information Society</li> <li>➤ Changing Role of Library and Information Centres in the Information Society</li> <li>➤ Issues of Information Society: Social, Political and Economical</li> <li>➤ Policies relating to Information: Right to Information and Intellectual Property Rights</li> <li>➤ Concept of Freedom, Censorship, Data Security and Fair Use□ National and International Information Policies and Programmes: UAP, UBC</li> </ul>	
<b>Unit – 4 : Information Management and Knowledge Management</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Information Management: meaning, definitions and need</li> <li>➤ Knowledge Management: meaning, definitions, need and implementation; types of knowledge; Knowledge Management Models</li> <li>➤ Difference Between Information Management and Knowledge Management</li> </ul>	
<b>Unit – 5 : Economics of Information and Information Economics</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Economics of Information and Information Economics</li> <li>➤ Information as a Resource and Factor of Production</li> <li>➤ Economics of Information Sources and Production</li> </ul>	

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Date :

Course Coordinator

Subject Committee Chairperson

## **21LIS3E1L2 : Library Users and User Education**

<b>Course:</b> Library Users and User Education	<b>Course Code:</b> 21LIS3E1L2
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### **Objectives of the Course:**

1. To know about the concept and need of user studies;
2. To describe the methods of user studies;
3. To understand the concept, objectives and need of user education
4. To identify different levels and methods of user education

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

**CO1 :** Know the Meaning, objectives and need for user studies,

**CO2 :** Identify necessary steps in planning of a user study,

**CO3 :** Learn about various methods/techniques for user studies.

**CO4 :** Describe methods of user education, and

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Information User</b>	11
<ul style="list-style-type: none"> <li>➤ Information User : Concept, Meaning Definition and Characteristics</li> <li>➤ Category of User Communities: Students, Teachers, Scientists and Technologists, Research and Development Personnel, Planners, Policy Makers, Ethnic groups and other professionals</li> <li>➤ Users and Information System</li> <li>➤ Information use in Library System</li> </ul>	
<b>Unit – 2 Information Needs</b>	12
<ul style="list-style-type: none"> <li>➤ Information Needs: Concept</li> <li>➤ Types of Information Needs</li> <li>➤ Factors Influencing Information Needs</li> <li>➤ Theories of Information Need</li> </ul>	
<b>Unit – 3 : Information Seeking Behaviour</b>	10
<ul style="list-style-type: none"> <li>➤ Information Seeking Behaviour : Concept</li> <li>➤ Models of Information Seeking Behaviour</li> </ul>	
<b>Unit – 4 : User Studies</b>	12
<ul style="list-style-type: none"> <li>➤ User Studies: concept and meaning <ul style="list-style-type: none"> <li>▪ Objectives of User Studies</li> <li>▪ Need for User Studies</li> <li>▪ User Studies: Planning</li> <li>▪ Selection of Sample</li> </ul> </li> <li>➤ Methods or Techniques</li> <li>➤ Data Analysis Methods</li> <li>➤ Implications of User Studies for Libraries</li> <li>➤ Limitations of User Studies</li> </ul>	
<b>Unit – 5 : User Education</b>	11
<ul style="list-style-type: none"> <li>➤ User Education: Concept and Meaning <ul style="list-style-type: none"> <li>▪ User Education: Objectives</li> <li>▪ User Education: Need</li> <li>▪ Methods of User Education</li> <li>▪ Towards Information Literacy</li> <li>▪ Evaluation of User Education Programmes</li> </ul> </li> </ul>	



## **References:**

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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS3E1L3: Information system and services

<b>Course:</b> Information system and services	<b>Course Code:</b> 21LIS3E1L3
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To explain the concept and different kinds of information system
2. To identify National and International level organisations and systems including library/information organisations and to explain the programmes and activities being undertaken by such organizations in promotion, coordination and development of library and information activities
3. Know the importance of referencel service and how a library can provide this service

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Introduce the concept of information systems and understanding different kinds of information systems.

**CO2 :** Understand their role in providing information to the target users and explain the activities and programmes undertaken by such organizations in providing information and information services

**CO3 :** Reference services are responsive services, which are provided by the libraries when requested by the library users. It is concerned with directing the user with specific needs to the sources available outside the library. The sources may be a reputable person, an organization or an agency, which would fulfil information needs of the users.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Information Systems</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Basic concept, Types, Characteristics and components. Planning and Organisation of Information Systems.</li> <li>➤ Different kinds of documents: Dictionaries, Encyclopedias, Ready Reference Sources, Statistical Sources, Geographical sources, Biographical sources, Patents, Standards, Theses, Reports, Standards and Specifications, etc.</li> </ul>	
<b>Unit – 2 : Libraries, Documentation and Information Centres</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Data Banks, Information Analysis Centres, Documentation Centres, Document Delivery/Reprographic Centres, Archives and Museum, Referral Centres, Clearing House.</li> </ul>	
<b>Unit – 3 : National and International Information Systems and Services</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ <b>National Information Systems and Services</b> NAPLIS (National Policy on Library and Information Systems). NISCAIR, DESIDOC, NASSDOC, SENDOC, INFLIBNET, NISSAT.</li> <li>➤ <b>International Information Systems and Services</b> : UNESCO-PGI, AGRIS, INIS, INSPEC, DEVSIS, MEDLARS, ICSU, BIOSIS, UNISIST.</li> </ul>	
<b>Unit – 4 : Reference Service</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Meaning, Definition and Scope.</li> <li>➤ Need and Purpose of Reference Service.</li> <li>➤ Types of Reference Service: Short Range and Long Rang</li> <li>➤ Reference vis-à-vis Information Service.</li> <li>➤ Information Alerting Services: CAS, SDI, Paper Clipping Service, Indexing service, Abstracting service. etc.</li> </ul>	
<b>Unit – 5 : Open Access Initiatives</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Open access: Concept, Need, Characteristics and Types.</li> <li>➤ Open Access Initiatives in India.</li> <li>➤ Evolution of Institutional repositories</li> <li>➤ Institutional repositories-concepts and issues</li> <li>➤ Repositories and Open Archives</li> <li>➤ Implementing institutional repositories</li> <li>➤ Institutional repository software-Key features and functionality.</li> <li>➤ IR and Case Studies.</li> <li>➤ Document Delivery Services.</li> </ul>	

## References:

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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS3E2L1: Academic Library System

<b>Course:</b> Academic Library System	<b>Course Code:</b> 21LIS3E2L1
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To understand the structure and development of the higher education in India
2. To understand academic librarianship, its types, collection, HR and finance
3. To prepare specialized professional manpower for academic libraries
4. To develop knowledge in planning and development of information services and systems suitable for Academic Libraries.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Comprehend the structure and development of the higher education in India.

**CO2 :** Understand academic librarianship, its types, collection, HR and finance

**CO3 :** Professionally manage an academic library and provide access to its resources and services.

**CO4 :** Attain knowledge in planning and development of information services and systems suitable for Academic Libraries.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Academic Libraries</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Meaning, Definition, Importance, Functions.</li> <li>➤ Types of Academic Libraries. School, College, University Libraries</li> <li>➤ Role of Libraries in Higher Education.</li> <li>➤ Role of UGC in the Development of Academic Libraries</li> </ul>	
<b>Unit – 2 : Collection Development and Management in Academic Libraries</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Ideal Characteristics of Academic Library collection</li> <li>➤ Meaning and Definitions of collection development.</li> <li>➤ Book selection procedure.</li> <li>➤ Collection development policy in the digital environment.</li> <li>➤ Problems of collection development.</li> <li>➤ Copyright uses in the digital environment.</li> </ul>	
<b>Unit – 3 : Academic Library Services</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Digital Reference Services (DRS).</li> <li>➤ Current Awareness and SDI Service (CAS &amp; SDI)</li> <li>➤ E-mail Altering Services.</li> <li>➤ Electronic Document Delivery Services (EDDS)</li> <li>➤ Database Services.</li> <li>➤ User Education and Information Literacy.</li> </ul>	
<b>Unit – 4 : Academic Library Management</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Human Resource Development (HRD) and Financial management in Libraries.</li> <li>➤ HRD: Meaning, definitions and importance.</li> <li>➤ Manpower planning and training: Continuing Education Programmes(CEPs) for Librarians.</li> <li>➤ Financial Management: Types of Budgeting, Lumpsum Budget, Zero Based Budget (ZBB) and Program Planning Budgeting System (PPBS).</li> </ul>	
<b>Unit – 5 : Library Networking</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Library/ Information Networking: Definition, need and importance.</li> <li>➤ Information Network Development in India: DELNET, INFLIBNET, VIDYANET, ERNET.</li> </ul>	

## References:

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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS3E2L2: Public LibrarySystem

<b>Course:</b> Public Library System	<b>Course Code:</b> 21LIS3E2L2
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To understand about public library systems in India and around world
2. To learn role of public libraries in development of individual and society
3. To know about functions and services of public libraries
4. To manage public library and its finance

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Comprehend public library system in India and world

**CO2 :** Understand role of public libraries in enhancing learning and education

**CO3 :** To manage public library (collection, building, functions, services and its finance)

**CO4 :** To manage public library user and staffing



<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Public Libraries</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Meaning and definition, Aims and objectives, Functions, Characteristics and their role in literacy and continuing education</li> <li>➤ Brief History and Development of public libraries in India;</li> <li>➤ Public Library Movement in India: Recommendation by S.R. Ranganathan</li> <li>➤ Advisory Committee for India; UNESCO Manifesto; Role of Raja Ram Mohan Roy Library Foundation (RRRLF) and National Library (Kolkata)</li> <li>➤ public library legislation in India with special reference to KPLA.</li> </ul>	
<b>Unit – 2 Collection and Development</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Steps in collection development: Selection and Acquisition of different types of documents including non-book materials.</li> <li>➤ Weeding. Preservation, storage and evaluation</li> </ul>	
<b>Unit – 3 : Organization and Management of Information Resources and Services</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Organization of Library, Staff Manual, Statistics, Work Measurement and Standards.</li> <li>➤ Organisation of Information Resources.</li> <li>➤ Planning and Organisation of various types of Information services to the different categories of users including the disabled. Extension and Publicity Activities.</li> </ul>	
<b>Unit – 4 : Human Resource Planning, Management and Development</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Nature, Size, Selection and Recruitment, Qualifications, Training and Education, Duties and Responsibilities, Service conditions, motivation and control.</li> </ul>	
<b>Unit – 5 : Financial Management</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Financial resources of Public Libraries, Mobilization and Estimation of Public Library Finance.</li> <li>➤ Budget: Meaning, Definitions and Functions.</li> <li>➤ Different types of Budget and Application of PPBS in Public Libraries.</li> </ul>	

## References:

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9. Mittal, R.L. Public Library Law, Delhi: Metropolitan, 1971.
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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS3E2L3: Special Library System

<b>Course:</b> Special Library System	<b>Course Code:</b> 21LIS3E2L3
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To study growth and importance of special libraries
2. To know features of information sources, institutions, and information systems

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1:** understands the genesis, growth and importance of special libraries.

**CO2:** know the sources for collection development

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Special Libraries</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Meaning, Definitions, Characteristics, Aims, Objectives, Functions</li> <li>➤ Types of Special Libraries: Government, R &amp; D Libraries, Industrial, Hospital, Prison, News paper, Children, Mobile Libraries etc.</li> <li>➤ History and Development of Special Libraries in India</li> </ul>	
<b>Unit – 2 Library Organization, Administration and Management</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Library Organization and Administration</li> <li>➤ Administrative Organization of Library, Staff Manual, Library Surveys, Statistics, Work Measurement and Standards, etc.</li> <li>➤ Personnel Management in Special Libraries</li> <li>➤ Sources of Finance, Types of Budget, Methods of Financial Estimation, Budget Preparation</li> <li>➤ Planning, Basic Elements in the Design of Special Library Buildings, Furniture and Library Equipment, Lighting and Fittings</li> </ul>	
<b>Unit – 3 : Collection Development</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Principles of Collection Development</li> <li>➤ Selection Principles, Tools and Problems of Collection Development</li> <li>➤ Collection Development of Print Material (Books, Periodicals, Grey Literature, Patents, Standards, Govt. Publications, etc.)</li> <li>➤ Electronic Documents</li> <li>➤ Weeding Policy</li> </ul>	
<b>Unit – 4 : Planning of Various Information Services</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Reference: Active, Passive and Short-range and Long-range and Referral Services.</li> <li>➤ Abstracting and Indexing Services.</li> <li>➤ Current Awareness Services: Current Contents, Bulletin Board and etc.</li> <li>➤ Selective Dissemination of Information.</li> <li>➤ News Paper Clipping Service.</li> <li>➤ Digest Service, Reprographic and Translation Service.</li> <li>➤ Literature Search and Bibliographic Service and others.</li> <li>➤ Web based Information Services: E-mail, Use of Social Networking Sites.</li> </ul>	
<b>Unit – 5 : Resource Sharing</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Resource Sharing: Concept, Need and Purpose</li> <li>➤ Resource Sharing Networks in India</li> <li>➤ Resource Sharing Networks – RLIN, OCLC, etc.</li> </ul>	

## References:

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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS3G1L : Information Literacy

<b>Course:</b> Information Literacy	<b>Course Code:</b> 21LIS3G1AL
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 0	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 15 Marks	<b>Semester End Examination:</b> 35 Marks

### Course objectives

1. To understand the basic concept of Information Literacy
2. To study Information literacy standards and Programme

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

**CO1 :** illustrate the concepts of information literacy and user education,

**CO2 :** explain the types, models, standards and guidelines in information literacy

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Introduction of Information Literacy</b>	11
<ul style="list-style-type: none"> <li>➤ Concept, need, importance, history and evolution of information literacy</li> <li>➤ Types of information literacy <ul style="list-style-type: none"> <li>▪ Technology Literacy</li> <li>▪ Computer literacy</li> <li>▪ Media Literacy</li> <li>▪ Web Literacy and Digital literacy</li> </ul> </li> <li>➤ Information Literacy and Library</li> </ul>	
<b>Unit – 2 : Information Literacy Standards and Models</b>	08
<ul style="list-style-type: none"> <li>➤ Information Literacy Models : SCONUL, Empowering 8TM, B-6, Seven Pillar, ELLIS, Kuhlthau Model</li> <li>➤ Information Literacy Standards : ALA, ACRL, IFLA, Taskforces and forums.</li> </ul>	
<b>Unit – 3 : Trends in Information Literacy Research and major IL Initiatives, Programmes</b>	09
<ul style="list-style-type: none"> <li>➤ Current Trends and Research in Information Literacy</li> <li>➤ Global Perspectives of Information Literacy</li> <li>➤ Information Literacy Initiatives and Programmes in India.</li> </ul>	

## **References :**

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## 21LIS3G1L : Information Sources and Services

<b>Course:</b> Information Sources and Services	<b>Course Code:</b> 21LIS3G1BL
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 0	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Course objectives

1. Get an overview of the nature, definition, concept and need of information
2. Identify documentary and non-documentary sources
3. Know about the Primary, Secondary and Tertiary sources
4. Learn the various types Non-documentary information sources and resources which include Institutional and Human resources.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** understand the basic concepts of information, its characteristics, difference between information sources and resources, importance of information services for library users and the need for information systems in our information infrastructure.

**CO2 :** learn the need for various documentary and non-documentary information sources

**CO3 :** learn characteristics, categorization and use of primary, secondary and tertiary sources of information in different contexts

**CO4 :** learn the various types of non-documentary information sources and resources which include institutional and human resources.



<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Information Sources</b>	11
<ul style="list-style-type: none"> <li>➤ Meaning, Definition, importance, Characteristics, Functions, evolutions -both print and non-print.</li> <li>➤ Types of Information Sources <ul style="list-style-type: none"> <li>▪ Documentary sources of Information</li> <li>▪ Non-documentary sources of information</li> </ul> </li> </ul>	
<b>Unit – 2 : Documentary Sources of Information and their electronic version</b>	08
<ul style="list-style-type: none"> <li>➤ Primary</li> <li>➤ Secondary</li> <li>➤ Tertiary</li> </ul>	
<b>Unit – 3 : Non-documentary Sources of Information and their electronic version</b>	09
<ul style="list-style-type: none"> <li>➤ Human Sources</li> <li>➤ Institutional / Organizational Sources</li> </ul>	

## **References :**

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Date :

Course Coordinator

Subject Committee Chairperson

## **21LIS3G1L : Information Systems for Social Sciences**

<b>Course:</b> Information Systems for Social Sciences	<b>Course Code:</b> 21LIS3G1CL
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 0	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### **Course objectives**

- a. To understand the structure and development of social sciences.
- b. To study the various components of social science information systems.
- c. To study the activities of national institutes of social sciences.
- d. To study about the Social Science Databases.

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

- CO1 :** get an overview of National information systems in Social Sciences in India
- CO2 :** learn about the structure, objectives, functions, products, achievements, and information dissemination activities of major National Information systems in Social Sciences
- CO3 :** familiarize the users with the activities of the major national level institutions in the field of Social Sciences
- CO4 :** take stock of the information infrastructure of premier institutions in Social Sciences particularly reflecting the use of modern ICT.

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Origin of Social Science</b>	08
<ul style="list-style-type: none"> <li>➤ Origin of social sciences</li> <li>➤ Social sciences: second half of the twentieth century</li> <li>➤ Social sciences in India <ul style="list-style-type: none"> <li>(a) Pre-independence era</li> <li>(b) Post-independence era</li> <li>(c) Institutional framework</li> <li>(d) Interdisciplinary approach</li> </ul> </li> <li>➤ Social sciences: indentifying disciplines.</li> </ul>	
<b>Unit – 2 : Information Sources in Social Sciences</b>	08
<ul style="list-style-type: none"> <li>➤ Journal Articles</li> <li>➤ Books</li> <li>➤ National Literature</li> <li>➤ Non-scholarly Literature</li> <li>➤ International Database</li> <li>➤ Internet based resources and services</li> </ul>	
<b>Unit – 3 : Social Science Information Systems</b>	12
<ul style="list-style-type: none"> <li>➤ Indian Council of Social Science Research (ICSSR)</li> <li>➤ Research Institutes and Regional Centres Division (RI&amp;RC)</li> <li>➤ National Social Science Documentation Centre (NASSDOC)</li> <li>➤ Tata Institute of Social Sciences (TISS)</li> <li>➤ Indian Institute of Management, Lucknow (IIML)</li> <li>➤ India Trade Promotion Organization (ITPO)</li> <li>➤ Federation of Indian Chambers of Commerce and Industry (FICCI)</li> <li>➤ National Institute for Micro, Small, and Medium Enterprises (NI-MSME)</li> <li>➤ Small Enterprises National Documentation Centre (SENDOC)</li> <li>➤ The National Council of Applied Economic Research (NCAER)</li> <li>➤ The National Council of Educational Research and Training (NCERT)</li> <li>➤ Gokhale Institute of Politics and Economics (GIPE)</li> <li>➤ Indian Institute of Public Administration (IIPA)</li> <li>➤ SNDT Women's University</li> </ul>	

#### **References :**

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Date :

Course Coordinator

Subject Committee Chairperson

## **21LIS3S3LP : Research Methodology**

<b>Course:</b> Research Methodology	<b>Course Code:</b> 21LIS3S3LP
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 1	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### **Course objectives**

1. To generate awareness about research along with its types and designs.
2. To help them understand data analysis and interpretation
3. To develop familiarity with various statistical techniques.
4. To understand basics of research reporting.

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

- CO1 : Understand basics of research its methods, types and design.
- CO2 : Comprehend various data collection, analysis and interpretation techniques.
- CO3 : Familiarize with various statistical techniques.
- CO4 : Understand basics of research reporting and prepare a research report.

Content of Course	28 Hrs
<b><u>Unit – 1 : Introduction to Research</u></b>	06
<ul style="list-style-type: none"> <li>➤ Nature and importance of research- Aims, Objectives and Principles: Fundamental research vs. applied research with examples: Qualitative vs Quantitative research: Theoretical research vs. experimental research with examples: Selection of a research problem and Sources of literature – Journals, Conferences, Books. Types of sources: Literature Survey engines- Scopus, web of Science, Google Scholar, PubMed, NCBI, Scihub, etc. Science citation index: Citations, h-index, i10 index, impact factor.</li> </ul>	
<b><u>Unit – 2 : Methods of Data Collection</u></b>	06
<ul style="list-style-type: none"> <li>➤ Data Collection Methods- Framing a hypothesis, designing controlled experiments, choosing the sample-size, sampling bias, importance of independent replicates, conducting an experiment, maintaining a lab-notebook to record observations: Identifying experimental errors. Case-studies on well-designed experiments vs. poorly designed experiments. Correlations vs. Causation .Good laboratory Practices. Safety practices in laboratories; Introduction to Chemdraw, Chems sketch and other basic softwares.</li> </ul>	
<b><u>Unit – 3 : Data analysis (Practical)</u></b>	14
<ul style="list-style-type: none"> <li>➤ Data Presentation and Writing: Technical presentation, technical writing, Formatting citations ; MS Excel for plotting the data (pie chart, plots, bar charts)</li> <li>➤ <b>Analysis using software tools:</b> Descriptive Statistics: Mean, standard deviation, variance, plotting data and understanding error-bars. Curve Fitting: Correlation and Regression. Distributions: Normal Distribution, Gaussian distribution, skewed distributions. Inferential Statistics: Hypothesis testing and understanding p-value. Parametric tests: Student's t-test, ANOVA. Tests to analyse categorical data: Chi-square test.</li> </ul>	

#### References (indicative)

1. C.R. Kothari, Research Methodology: Methods and Techniques, II Ed. New Age International Publishers, (2009).
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6. Arora, J., and K. Trivedi. "UGC-INFONET Digital Library Consortium: Present Services and Future Endeavours." DESIDOC Journal of Library & Information Technology 30.2 (2010): 15-25. Print.

Date :

Course Coordinator

Subject Committee Chairperson

## **21LIS3C7P : Library Automation(DSC9)**

<b>Course:</b> Library Automation (DSC9)	<b>Course Code:</b> 21LIS3C7P
<b>Teaching Hours/Week (L-T-P):</b> 0 - 0 - 2	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### **Course objectives**

1. To develop skills in using computer and communication technology.
2. To develop familiarity with features of Library Management Software's
3. To acquaint the students with Open sources library application
4. To develop familiarity with some auto-identification technologies like barcode.

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

**CO1 :** Hands on experience on library automation planning and procedures

**CO2 :** Assess and practice of various integrated library management software.

**CO3 :** Carry out various automated in-house library operations using real LMS software.

**CO4 :** Create Barcode and QR codes

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Introduction to Library Automation Software</b>	07
<ul style="list-style-type: none"> <li>➤ Introduction to Library Automation Software Packages</li> <li>➤ Proprietary and Free and Open Source Software</li> </ul>	
<b>Unit – 2 : Features of Library automation softwares</b>	07
<ul style="list-style-type: none"> <li>➤ KOHA</li> <li>➤ NEWGENLIB</li> <li>➤ SOUL</li> <li>➤ LIBSYS</li> <li>➤ EASYLIB</li> </ul>	
<b>Unit – 3 : Installation and use: KOHA</b>	14
<ul style="list-style-type: none"> <li>➤ Administration and Setup</li> <li>➤ Acquisition</li> <li>➤ Technical Processing</li> <li>➤ Circulation</li> <li>➤ Serial Control</li> <li>➤ Report Generation</li> <li>➤ Barcode generation</li> </ul>	

## **References :**

1. Chidrupananda, Swami. (2006). Making Sense of Library Automation: A Hands on Guide. Kolkata :Meteor.
2. Haravu (L J). Library automation design, principles and practice. 2004. Allied Publishers, New Delhi.
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4. Pandey, S. K. (2000). Organisation of Library Automation. New Delhi : Anmol Publications.
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6. Siwatch, Ajit S. et al. (2006). Approaches to Modern Librarianship. Delhi : Sanjay.
7. Sujatha, G. (1999). Resource Sharing and Networking of University Libraries. New Delhi : Ess Ess.
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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS3C8P : Web Technology(DSC10)

<b>Course:</b> Web Technology(DSC10)	<b>Course Code:</b> 21LIS3C8P
<b>Teaching Hours/Week (L-T-P):</b> 0 - 0 - 2	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Course objectives

1. To develop skills in using computer and communication technology.
2. To acquaint the students with the basic concept of computer networks
3. To develop familiarity with use of Internet in libraries
4. To acquaint the students with basics of AI and web designing

### **Course Outcomes (COs):**

**At the end of the course, students will be able to:**

- CO1 :** Students will comprehend major emerging technology concepts and theories, and understand how they are relevant to library services.
- CO2 :** Become familiar with the technologies for storing, delivering and disseminating digital materials in networked environment
- CO3 :** Students will gain an understanding about the current and potential uses of these new and emerging Web technologies in libraries.
- CO4 :** To make the students aware with the latest developments and trends in the field of ICT.



<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Online and Offline Searching</b>	08
<ul style="list-style-type: none"> <li>➤ Online and Offline Searching <ul style="list-style-type: none"> <li>▪ Offline search: files and folders</li> <li>▪ Online search: Basic and advance</li> </ul> </li> <li>➤ Searching through search engines : General, Meta and Specialized</li> </ul>	
<b>Unit – 2 : E-mail Creation</b>	06
<ul style="list-style-type: none"> <li>➤ E-mail: Opening a desired e-mail account, sending email, uploading &amp; downloading, forwarding, storing with folder.</li> </ul>	
<b>Unit – 3 : Webpage and Website Designing</b>	14
<ul style="list-style-type: none"> <li>➤ Acquaintance and Hands on experience in Web Page Design and Development using HTML</li> <li>➤ Image Creation/Editing using Paint/Photoshop/Office Picture Management Tools, etc.</li> <li>➤ Acquaintance and Hands on experience in design and development of a website using Web Design Software: Dreamweaver.</li> </ul>	

## **References :**

1. Ackermann, Ernest. (1995). Learning to Use the Internet: An Introduction with Examples and Experiences. New Delhi: BPB.
2. Bradley, Phil. (2004). Advanced Internet Searcher's Handbook. Facet Publishing.
3. Chowdhury, G. G. and Chowdhury, Sudatta. (2000). Searching CD-ROM and Online Information Sources. London: Library Association.
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6. Neelameghan, A. & Lalitha, S. K. (2001). *Tutor+: A Learning and Teaching Package on Hypertext Link Commands in WINISIS*. Bangalore: Sarada Ranganathan Endowment for Library Science.
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Date :

Course Coordinator

Subject Committee Chairperson



**VIJAYANAGARA SRI KRISHNADEVARAYA  
UNIVERSITY**

Jnanasagara campus, Vinayakanagara, Cantonment, Bellary -583105

**Department of PG Studies in  
Master of Library and Information Science  
Syllabus**

Department of PG Studies in Master of  
Library and Information Science

With Effect from  
2024-25



**VIJAYANAGARA SRI KRISHNADEVARAYA UNIVERSITY**  
**Department of Library and Information Science**

**Distribution of Courses/Papers in Postgraduate Programme I to IV Semester as per Choice Based Credit System (CBCS) Proposed for PG Programs**

**With Practical**

**IV - SEMESTER**

SemesterNo.	Category	Subject code	Title of the Paper	Marks			Teaching hours/week			Credit	Duration of exams (Hrs)
				IA	Sem. Exam	Total	L	T	P		
FOURTH	DSC11	21LIS4C11L	Library Consortia, Networks and Networking	30	70	100	4	-	-	4	3
	DSC12	21LIS4C12L	Digital Library	30	70	100	4	-	-	4	3
	DSE3	21LIS4E3L	1. Information Storage and Retrieval 2. Management of E-Resources 3. Plagiarism and Academic Integrity	30	70	100	4	-	-	4	3
	DSE4	21LIS4E4L	4. Conservation and Preservation of Information Resources 5. Marketing of Information Products and Services 6. Scientometrics	30	70	100	4	-	-	4	3
	GEC2	21LIS4G2L	1. Open Access resources 2. Intellectual Property Rights in Digital Era 3. Internet and Search Engines	20	20	50	2	-	-	2	2
	DSCL	21LIS4C9P	Digital Library Practice – (DSC 12)	20	30	50	-	-	4	2	4
	Project	21LIS4C1R	Research Project	30	70	100	2	-	2	4	4
<b>Total Marks for IV Semester</b>						<b>600</b>				<b>24</b>	

**(I-IV semester)-**

**Total Marks: 2400**

**and**

**Total credits: 96**

## 21LIS4C11L : Library Consortia, Networks and Networking

<b>Course:</b> Library Consortia, Networks and Networking	<b>Course Code:</b> 21LIS4C11L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 – 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### *Objectives of the Course:*

- a. To discuss about the genesis of the consortium.
- b. To explain the factors that led to the development of library consortia
- c. To discuss the functions and services of select national and international library consortia.
- d. To impart knowledge on the development of computer networks and Network Topologies

### *Course Outcomes (COs):*

**CO1 :** attain knowledge on the library consortia

**CO2 :** attain knowledge about various Library Consortium that provides access to selected scholarly electronic journals and databases in different disciplines to its member universities

**CO3 :** study the genesis, aims and objectives, membership, resources, and major services and function of various Library Consortium and its future plan.

**CO4 :** attain knowledge about the topologies used for interconnecting computers such as Bus, Ring, Star, Mesh, topologies, etc. and network devices such as Modems, Hub, Switches, Gateway and Routers.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Consortia</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Consortia: Concept, Definition, Need, uses, and types of consortia</li> <li>➤ Criteria for selection of consortia: Content, Added values, Functionality, Technical considerations, Licensing agreements, and service impact;</li> </ul>	
<b>Unit – 2 : Consortia Initiatives</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ E-Shodhsindhu</li> <li>➤ N-LIST</li> <li>➤ ISPOR – Asia</li> <li>➤ INFOSEC</li> <li>➤ TIMC</li> <li>➤ ICICI Knowledge Park</li> <li>➤ CERA</li> <li>➤ HELINET</li> <li>➤ FORSA</li> <li>➤ NML-ERMED</li> </ul>	
<b>Unit – 3 : Services of Library Consortia</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Subject Gateways</li> <li>➤ Database service</li> <li>➤ Document Delivery Service</li> <li>➤ Shared Electronic Reference / Real Time Reference Service</li> <li>➤ Collective acquisition of resources</li> <li>➤ Consortium purchase</li> <li>➤ Joint archives and cooperative storage facility</li> <li>➤ Shared core collection</li> <li>➤ Shared Digital Library Project Development</li> <li>➤ Training: Personnel and Clientele</li> <li>➤ Technology support from member institute</li> <li>➤ Communication service among members</li> </ul>	
<b>Unit – 4 : Networking</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Networking concepts: Meaning, Definition and Advantages</li> <li>➤ Network devices: File server, Work station, Network Interface Unit, Transmissionmedia, Hub, Repeater, Bridge, Router, Gateway, and Modem.</li> <li>➤ Network Topologies – Star, Ring, Bus, Mesh and Tree.</li> <li>➤ Types of Networks – LAN, MAN, WAN and Wireless Networking</li> </ul>	
<b>Unit – 5 : Library Networks</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Historical Developments of Library Cooperation and Networking.</li> <li>➤ Library Networks: Study of the functions and activities of OCLC, RLIN, BLAISE, ERNET, JANET, NICNET, INFLIBNET, DELNET, BALNET, MANLIBNET.</li> </ul>	

*References :*

1. Balakrishnan, Shyam. Networking and the Future of Libraries. New Delhi: Ess Ess, 2000.
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8. Arora, J., and K. Trivedi. "UGC-INFONET Digital Library Consortium: Present Services and Future Endeavours." DESIDOC Journal of Library & Information Technology 30.2 (2010): 15-25. Print.
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13. Prasad, Kiran. Information and Communication Technology. New Delhi: B.R. Publishers, 2004
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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4C12L : Digital Library

<b>Course:</b> Digital Library	<b>Course Code:</b> 21LIS4C12L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To introduce basic concepts and characteristics of digital libraries to the learners
2. Define digital libraries and highlight important differences between digital libraries and its precursors and technologies such as traditional library, information retrieval systems, virtual libraries, Internet search engines, etc.;
3. Introduce terminologies that are associated with digital library.
4. Make students aware of advantages of a digital library.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : Students will know the ways of digitalizing a library

**CO2** : gain knowledge about basic concepts and characteristics of digital libraries and different terminologies that are associated with it and are used interchangeably to refer to digital libraries

**CO3** : Students will able to understand the steps in library digitalization

**CO4** : It will enable the students to analyze the pros and cons of library digitalization

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Digital Library</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Conceptual framework, definition, characteristics; advantages and challenges;</li> <li>➤ Digital libraries vs. traditional libraries;</li> <li>➤ Digital Library Services.</li> </ul>	
<b>Unit – 2 : Design and Organisation of Digital Library</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Architecture</li> <li>➤ Interoperability and Compatibility</li> <li>➤ Protocols, Standards and User Interfaces</li> <li>➤ Digital Content creation - Digitization; scanning, OCR.</li> </ul>	
➤ <b>Unit – 3 : Digital Library Initiatives</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Evolution of Digital Libraries</li> <li>➤ DLI-I and DLI-II, E-Lib Programme</li> <li>➤ Institutional Repositories</li> <li>➤ Digital Library Initiatives at International level and in India.</li> <li>➤ Study of GSDL, dSpace and E-Prints.</li> </ul>	
➤ <b>Unit – 4 : Digital Resource Management</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Identification, Accessing, Processing</li> <li>➤ Digitization, Storage and retrieval/usage of Digital Resources</li> <li>➤ Digital Library Evaluation</li> <li>➤ Digital Rights Management</li> <li>➤ DRM Issues</li> </ul>	
<b>Unit – 5 : Digital preservation and archiving</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Digital Preservation and Conservation</li> <li>➤ Digital Data formats</li> <li>➤ Digital Preservation issues</li> </ul>	

**References:**

1. Arms, William Y. Digital libraries. Massachusetts, MIT Press, 2000.
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5. Lynch, Clifford and Hector Garcia-Molina. IITA Digital Library Workshop, Reston, VA, May 18-19, 1995.
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Date :

Course Coordinator

Subject Committee Chairperson



## 21LIS4E3L : Information Storage and Retrieval

<b>Course:</b> Information Storage and Retrieval	<b>Course Code:</b> 21LIS4E3L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. Introduce the basic concepts of IR systems and their components
2. Brief about methods that enable users to find out relevant information from an organized collections of resources.
3. Introduce various features of IR systems that help in easy retrieval of documents from interdisciplinary field.
4. Introduce different functions of IR system which deals with various format (i.e. text, audio, image, and video ) of information .

### Course Outcomes (COs):

At the end of the course, students will be able to:

- CO1 :** The student will gain the knowledge about basic concepts and characteristics of IR
- CO2 :** The learner will understand the various components of information retrieval processes
- CO3 :** The reader will gain the knowledge of various tools and technologies used in IR systems
- CO4 :** The reader will gain the knowledge of different types of information retrieval system

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>➤ Unit – 1 : Information Retrieval System</b>	<b>12</b>
➤ Concept, Meaning, Definition, Objectives, Characteristics, Components and Functions.	
<b>Unit – 2 : Information Retrieval Process</b>	<b>10</b>
➤ 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.	
<b>Unit – 3 : Information Retrieval Models</b>	<b>12</b>
➤ Basic Retrieval methods-manual and automated	
➤ Boolean logic, Cognitive, Fuzzy and Probabilistic.	
<b>Unit – 4 : Evaluation of IR Systems</b>	<b>11</b>
➤ Purpose and criteria's for evaluation	
➤ Evaluation experiments: ASLIB, The Crane fields; MEDLARS,SMART.	
<b>Unit – 5 : Trends in IRS</b>	<b>11</b>
➤ Developments, Searching and retrieval, Full text retrieval, User interfaces, IR standards and protocols.	

## References:

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

Course Coordinator

Subject Committee Chairperson

## **21LIS4E3L : Management of E-Resources**

<b>Course:</b> Management of E-Resources	<b>Course Code:</b> 21LIS4E3L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### **Objectives of the Course:**

1. To introduce concept and characteristics of e-resources
2. To comprehend the e-resource management in different library systems
3. To explain difference between various formats of e-resource
4. To know the critical technologies and standards behind electronic resource management.

### **Course Outcomes (COs):**

At the end of the course, students will be able to:

- CO1 :** Student can understand of the e-Resources
- CO2 :** Students can understand the E-Resource Management System
- CO3 :** Students can understand the web based e-Resources
- CO4 :** Students can understand the recent trends in ERM

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Concept of E resource</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Concept characteristics, advantages and disadvantages</li> <li>➤ Format of E-resources: Off-line, Online, Databases</li> <li>➤ E-Resource life cycle.</li> </ul>	
<b>Unit – 2 : Collection Development Process</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Collection Development of e-resources: policies, new guidelines</li> <li>➤ Evaluation and Selection of e-resources</li> <li>➤ Acquisition / Subscription of e-resources – Modes: Direct o Consortia Trail</li> <li>➤ Publishers of e-resources: products and services</li> <li>➤ Availability of e-resources Open access and Paid resources</li> </ul>	
<b>Unit – 3 : Unit 3 E-Resources Consortia for Resource Sharing</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Consortia and E-resources</li> <li>➤ National: AICTE-INDEST; UGC-INFONET; N-LIST; DeLCON</li> <li>➤ International: OCLC and Other consortia</li> <li>➤ Role of Consortia in resource sharing</li> <li>➤ Paradigm shift of resource sharing in consortia based environment</li> </ul>	
<b>Unit – 4 : Issues and Challenges for managing E- Resources</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Technological Changes</li> <li>➤ Financial: pricing models; modes of access</li> <li>➤ Digital right management, copyright issues for access and distribution</li> <li>➤ Manpower training</li> <li>➤ User awareness training</li> </ul>	
<b>Unit – 5 : R-resource management system software</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ ERMSS: concept, need, purposes</li> <li>➤ Life cycle of resources</li> <li>➤ ERMSS: products and services</li> <li>➤ Future of E- Resource Management</li> <li>➤ ROI: return on investment; cost-effectiveness</li> <li>➤ Statistical analysis; decision making</li> <li>➤ Recent Trends in e-resource management</li> </ul>	

## References:

1. Allan, Barbara. E-learning and teaching in library and information services, London: Facet Publishing, 2002.
2. Brindley, L. (1998). Ed. The electronic Campus. London, British Library Dearnley, James and Society, London: Facet publishing, 2001.
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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4E3L : Plagiarism and Academic Integrity

<b>Course:</b> Plagiarism and Academic Integrity	<b>Course Code:</b> 21LIS4E3L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To know about academic integrity
2. To get awareness about plagiarism
3. To be cautious enough to have deterrence strategies of plagiarism.
4. To begin to develop your personal philosophy on academic integrity

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Get awareness about the nature and practice of academic integrity and its advantages

**CO2 :** Guide the students and others to have deterrence policies and strategies to get away from plagiarism activities

**CO3 :** Know, how citations are made properly

**CO4 :** Maintain academic honesty with practical examples by the trainers

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Academic Integrity</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Academic Integrity: meaning, definition and concept</li> <li>➤ Reasons: Individual reputation, personal integrity, professional competence, status or standing of the institution</li> <li>➤ Original writings and contribution to society</li> <li>➤ Writings and Impact: good and original writings bring credibility; good impact factors; writings meant for the readers and society</li> </ul>	
<b>Unit – 2 : Plagiarism</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Plagiarism : Concept, meaning, definition, need and importance</li> <li>➤ Types of Plagiarism</li> <li>➤ Copyright and fair use</li> </ul>	
<b>Unit – 3 : Reasons and Preventions</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Reasons of Plagiarism</li> <li>➤ Plagiarism Prevention: Training, Transparency and Testing</li> <li>➤ Policy for Academic Integrity</li> </ul>	
<b>Unit – 4 : Citation and References</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Citation and References: Concept, Meaning and Definition</li> <li>➤ Citation Styles and Manuals: APA, Chicago, MLA</li> <li>➤ Reference Management Software's: Microsoft Word, Mandeley, Zotero, Endnote</li> </ul>	
<b>Unit – 5 : Plagiarism Detection Tools and Penalties</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Similarity Index and Art of finding Plagiarism</li> <li>➤ Plagiarism Detection Software: Trunitin , URKUND and iThenticate</li> <li>➤ Penalties for Plagiarism: UGC Regulations 2018</li> </ul>	



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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4E4L : Conservation and Preservation of Information Resources

<b>Course:</b> Conservation and Preservation of Information Resources	<b>Course Code:</b> 21LIS4E4L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To understand concept in preservation and conservation of library materials.
2. To understand traditional methods preservation
3. To understand issues in digital preservation
4. To study the structure and functions of Archives

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1:** Understand the importance of preservation in libraries

**CO2:** To Identify appropriate methods for preservation

**CO3:** To familiar the various methods of preservation.

**CO4:** To know various archival centers and their functions in India.

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Concept Of Preservation And Conservation</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Preservation and Conservation: Concept, Need &amp; History</li> <li>➤ Evolution of Writing Materials : Clay tables to Electronic form; Durable and Nondurable and Perishable and non-perishable writing materials –</li> <li>➤ Preservation in Ancient Times – Preservation of palm Leaves and Leather Bound materials</li> </ul>	
<b>Unit – 2 : Hazards To Library Materials</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Environmental Factors – Temperature, Humidity, Light and Dust</li> <li>➤ Biological Factors – Fungi, Insects and Other Pests</li> <li>➤ Chemical Factors – Chemicals used in Production and Preservation of Documents</li> </ul>	
<b>Unit – 3 : Preventive Methods Of Preservation Of Library Resources</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Preventive Measures for Environmental Factors</li> <li>➤ Preventive Measures for Biological and Chemical Factors</li> <li>➤ Disaster Preparedness/Response</li> <li>➤ Care and Handling of Library Resources</li> </ul>	
<b>Unit – 4 : Non-Book Materials And Their Preservation</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Variety of Non-Book Materials</li> <li>➤ Physical Environment for Storing of Non-Book Materials</li> <li>➤ Care and Handling of Non-Book Materials</li> </ul>	
<b>Unit – 5 : Digital Preservation</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Digital Preservation: It's Need and process</li> <li>➤ Challenges and Strategies for Preserving Digital Contents</li> <li>➤ Role of International/National Organisations</li> <li>➤ Indian Initiatives towards Digital Preservation</li> </ul>	

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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4E4L: Marketing of Information Products and Services

<b>Course:</b> Marketing of Information Products and Services	<b>Course Code:</b> 21LIS4E4L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To understand the need and concept of marketing in term of Library
2. To explain the evolution of various information products.
3. To discuss the effect of various information services.
4. To explain the need for marketing of information.

### Course Outcomes (COs):

At the end of the course, students will be able to:

- CO1 :** Student can understand the marketing of information.
- CO2 :** Students can understand the marketing model and matrix
- CO3 :** Students can understand the marketing plan & research
- CO4 :** Students can understand the information industry

<b>Content of Course 1</b>	<b>56 Hrs</b>
<b>Unit – 1 : Marketing of Information products and services</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Concept, Meaning and Definitions of Information &amp; library marketing</li> <li>➤ Information as a Resource and commodity</li> <li>➤ Need and purpose of Marketing of library products and services;</li> <li>➤ Concept of marketing in non-profit organizations.</li> <li>➤ Trans border data flow (TBDF)</li> </ul>	
<b>Unit – 2 : Marketing Models</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Portfolio Management BCG Matrix Model</li> <li>➤ Product Market Matrix</li> <li>➤ Product Life Cycle</li> <li>➤ Pricing Information.</li> </ul>	
<b>Unit – 3 : Marketing Mix</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Nature of Marketing Mix</li> <li>➤ 4 and 7ps of Marketing Mix</li> <li>➤ Marketing strategies</li> <li>➤ Branding and Advertising.</li> <li>➤ Web- Marketing Mix and E- Marketing Mix</li> </ul>	
<b>Unit – 4 : Marketing Plan &amp; Research</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Corporate Identity, Marketing plans: Marketing Research.</li> <li>➤ Market Segmentation and Targeting;</li> <li>➤ Geographic and Demographic Segmentation;</li> <li>➤ Behavioural and Psychographics Segmentation;</li> <li>➤ User Behaviour and Adoption.</li> </ul>	
<b>Unit – 5 : Costing and Pricing of Information products and service</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Objectives and Importance</li> <li>➤ Influencing factors in pricing</li> <li>➤ Techniques of pricing of Marketing Information Products &amp; Services.</li> </ul>	

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## 21LIS4E4L: Scientometrics

<b>Course:</b> Scientometrics	<b>Course Code:</b> 21LIS4E4L
<b>Teaching Hours/Week (L-T-P):</b> 4 - 0 - 0	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Objectives of the Course:

1. To discuss the concept, meaning Definition and historical development from Librametrics to Altmetrics.
2. To explain the Bibliometrics/Scientometrics scope and application in relation to LIS students' learning.
3. To explain the model of Bibliometrics/Informetrics to LIS students.
4. To show the systematic development of the quantitative analysis study in LIS and its application in measuring scientific productivity for any given audience.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1:** will understand the scope and definition of different terminologies used in Scientometrics

**CO2:** gained knowledge on various aspects of Bradford's law -- Bradford-Zipf distribution, ambiguity between verbal and graphical interpretation of Bradford's law, Leimkulher distribution; computational aspects of baradford's law.

**CO3:** gained knowledge in citation analysis, including the merits and demerits of citation data

**CO4:** learnt various growth models and their characteristics; also, the relations among the various models; how to identify the trend and how to compute growth rates, doubling time, etc.



<b>Content of Course</b>	<b>56 Hrs</b>
<b>Unit – 1 : Bibliometrics</b>	<b>12</b>
<ul style="list-style-type: none"> <li>➤ Concept, definition, need</li> <li>➤ Scope &amp; Parameters</li> <li>➤ Bibliometric Laws &amp; their Applications</li> </ul>	
<b>Unit – 2 : Informetrics</b>	<b>13</b>
<ul style="list-style-type: none"> <li>➤ Concept, definition, need</li> <li>➤ Application in knowledge mapping</li> <li>➤ Tools and techniques</li> </ul>	
<b>Unit – 3 : Scientometrics</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Concept, definition, need</li> <li>➤ Application in knowledge mapping</li> <li>➤ Tools and techniques</li> </ul>	
<b>Unit – 4 : Webometrics</b>	<b>11</b>
<ul style="list-style-type: none"> <li>➤ Concept, definition, need</li> <li>➤ Application in knowledge mapping</li> <li>➤ Tools and techniques</li> </ul>	
<b>Unit – 5 : Citation analysis, Impact Factor, Online citation index</b>	<b>10</b>
<ul style="list-style-type: none"> <li>➤ Concept of citation analysis, Formulas for measuring Citation o H-index o I-index o G-index</li> <li>➤ Impact factor concept, need, Formulas for measuring impact factor</li> <li>➤ Citation Indexing Databases and Services <ul style="list-style-type: none"> <li>▪ Scopus</li> <li>▪ Web of Knowledge</li> <li>▪ Google Scholar and others</li> </ul> </li> </ul>	

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Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4G2L : Open Access resources

<b>Course:</b> Open Access resources	<b>Course Code:</b> 21LIS4G2L
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 0	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 20 Marks

### Course objectives

1. To introduces the philosophy of open access and its association with digital library;
2. Defines characteristics of open access;
3. Catalyst to the open access movement and major open access declarations;
4. Discuss the Open access and copyright

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1** : attain the knowledge on various aspects of open access and its movement.

**CO2** : get to know about the worldwide development and initiatives working towards open access.

Content of Course	28 Hrs
<b>Unit – 1 : Concept of Open Access</b>	11
<ul style="list-style-type: none"> <li>➤ Concept, need of Open Access</li> <li>➤ History of Open Access</li> <li>➤ Open Information and Data Resources <ul style="list-style-type: none"> <li>▪ Open Data</li> <li>▪ Open Educational Resources</li> </ul> </li> </ul>	
<b>Unit – 2 : Open Access Initiatives</b>	08
<ul style="list-style-type: none"> <li>➤ Open Access Initiatives <ul style="list-style-type: none"> <li>▪ Supporters</li> <li>▪ Organizations</li> <li>▪ Journals</li> <li>▪ Repositories</li> <li>▪ Networks</li> </ul> </li> </ul>	
<b>Unit – 3 : Open Access Issues And Challenges</b>	09
<ul style="list-style-type: none"> <li>➤ Issues related to Open Access <ul style="list-style-type: none"> <li>▪ Issues of Quality</li> <li>▪ Notion of Ranked Journals and Prestige</li> <li>▪ Lack of Awareness of Open Access</li> <li>▪ Sustenance and Financial Matter</li> <li>▪ Copyright and Licensing</li> <li>▪ Preservation</li> </ul> </li> </ul>	

#### References :

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## 21LIS4G2L : Intellectual Property Rights in Digital Era

<b>Course:</b> Intellectual Property Rights in Digital Era	<b>Course Code:</b> 21LIS4G2L
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 0	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 20 Marks

### Course objectives

1. To introduce the basic concept of Intellectual Property Right
2. To understand the process of IPR developments in India
3. To familiar the students with Open Access and Digital Rights Management
4. To introduce the basic concept of International conventions and treaties relating to IPR

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** learners would get an idea about different aspects involved in Intellectual property rights in digital environment

**CO2 :** develop understanding of copyright and managing issues involved in digitising the collection from print to digital

**CO3 :** get an idea about Creative Common License and context of its application.

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Introduction Intellectual Property Rights (IPRs)</b>	11
<ul style="list-style-type: none"> <li>➤ Intellectual Property Rights (IPRs) : Concept, needs, purpose and categories of Intellectual Property Rights</li> <li>➤ Economic importance of Intellectual Property</li> <li>➤ Piracy and Plagiarism</li> <li>➤ IPRs Developments and Protection in India <ul style="list-style-type: none"> <li>▪ Copyrights Law in India- Genesis and present status</li> <li>▪ Patents Act 1970-Genesis and present status</li> <li>▪ Other industry-related IPRs: Trademarks, Industrial Designs and Trade secrets</li> <li>▪ Protection policies in IPRs</li> </ul> </li> </ul>	
<b>Unit – 2 : Open Access and Digital Rights Management (DRM)</b>	08
<ul style="list-style-type: none"> <li>➤ Open Access to information: Open Educational Resources, OA Journals and OA Books.</li> <li>➤ Licensing of digital content: Creative Commons</li> <li>➤ DRM: Introduction, Techniques</li> <li>➤ DRM in India: The Information Technology Act 2000, Amendment Act 2008: DRM provisions in the Copyright Amendment Act 2012 of India</li> </ul>	
<b>Unit – 3 : International conventions and treaties relating to IPR</b>	09
<ul style="list-style-type: none"> <li>➤ Paris Convention, Berne Convention, Universal Copyright Convention (UCC) and Patent Cooperation Treaty (PCT): Overview and Objectives</li> <li>➤ Trade Related Aspects of Intellectual Property Rights (TRIPS) Agreement</li> <li>➤ World Intellectual Properties Organization (WIPO): History and Activities</li> <li>➤ WIPO Copyright Treaty (WCT), WIPO Performances and Phonograms Treaty (WPPT)</li> </ul>	

### References :

1. Bently, L., & Sherman, B. (2014). *Intellectual property law*. 4th ed. Oxford: Oxford University Press.
2. Butler, R. P. (2012). *Copyright for teachers & librarians in the 21st Century*. New York: Neal Schuman.
3. Crews, K. D. (2012). *Copyright law for librarians and educators: Creative strategies and practical solutions*. Chicago : American Library Association
4. Espejo, R. (2009). *Copyright infringement*. Detroit: Greenhaven Press.
5. Ferullo, D. L. (2017). *Managing copyright in higher education: A guidebook*. Lanham : Rowman & Littlefield
6. Mahajan, V. D. (2010). *Jurisprudence and legal theory*. Lucknow: Eastern Book Co.
7. Narayanan, P. (2017). *Intellectual property law*. 3rd ed. New Delhi: Eastern Law House.
8. Sharma, B. (2006). *Copy right Law in respect of Books*. New Delhi: Federation of Indian Publishers.
9. Watel, J. (2001). *Intellectual Property Rights in the WTO and Developing Countries*. London: Oxford University Press.

Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4G2L : Internet and Search Engines

<b>Course:</b> Internet and Search Engines	<b>Course Code:</b> 21LIS4G2L
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 0	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Course objectives

- a. To impart knowledge on Internet and World Wide Web
- b. To impart knowledge on categories and evolution of search engines

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** attain knowledge about evolution of Internet from its establishment by ARPANET in the year 1960 to Web 3.0 technology in 2010.

**CO2 :** imparted knowledge on some of the popular applications and services offered by the Internet including e-mail, mailing lists and list servers, chats and instant messaging, voice over Internet, e-commerce, cloud computing and telnet.

**CO3 :** learn about the evolution of search engines, functions, components and categories of search engines

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Internet Technology</b>	08
<ul style="list-style-type: none"> <li>➤ Meaning and Definitions</li> <li>➤ History of Internet</li> <li>➤ Internet Technology: Tools and Protocols: TCP/IP and others</li> <li>➤ Internet connectivity, Dial up, Leased line, V-SAT Connectivity etc.</li> <li>➤ Internet, Extranet and Intranet.</li> <li>➤ Web Browsers: Types, Software, Book Mark, Caching, etc.</li> <li>➤ Internet security, Firewall, Proxy servers</li> <li>➤ Web 2.0 and Web 3.0 Technologies</li> <li>➤ Semantic Web, Invisible Web and Deep Web</li> </ul>	
<b>Unit – 2 : Search Engines</b>	08
<ul style="list-style-type: none"> <li>➤ Meaning and Definitions, Concept of Search Engines</li> <li>➤ Types of Search Engines: General Search Engines, Meta Search Engines, Intelligent Search Engines, Subject Specific Search Engines.</li> <li>➤ Search Technologies and Strategies.</li> <li>➤ Benefits and Limitations of Search Engines.</li> </ul>	
<b>Unit – 3 : Types of Internet Services</b>	12
<ul style="list-style-type: none"> <li>➤ E-mail</li> <li>➤ File Transfer Protocol (FTP)</li> <li>➤ Remote Login, WWW</li> <li>➤ Teleconferences, Video conferencing.</li> <li>➤ Bulletin Board Services and Document Delivery Service.</li> <li>➤ Trends in Networking.</li> </ul>	

**References :**

1. Janczewski, Lech. Internet and intranet security management: risks and solutions. Hershey: Idea, 2000.
2. Hallberg, Bruce. Networking: A Beginner's Guide. 6th Ed. New York: McGraw-Hill Education, 2013.
3. Kurose, James F. and Ross, Keith W. Computer Networking: A Top-Down Approach. 6th Ed. New York: Pearson, 2012.
4. Mathew Strebe. Internet Information Service. New Delhi: BPS Publication, 1998.
5. Pandian, Paul M. and Jabhekar, Ashok: Internet for Libraries and Information Centres, New Delhi: McGraw Hill, 2001.
6. Pedtey, Paul. Internet and Push Technology. London: LA, 1999.
7. Peterson, L. L. Computer Networks: A Systems Approach. UK: Morgan Kaufmann, 2011.
8. Schwartz, D. T. et. al. Internet based organizational memory and Knowledge Management. London: Ida Group publisher, 2000.
9. Subba Rao, Siriginidi (2001). Networking of libraries and information centres: challenges in India. Library Hi Tech, 19 (2), 167-179.
10. Susan, Estrada. Connecting to the Internet. London: Orilly, 1993.

Date :

Course Coordinator

Subject Committee Chairperson



## 21LIS4C9P : Digital Library Practice

<b>Course:</b> Digital Library Practice	<b>Course Code:</b> 21LIS4C9P
<b>Teaching Hours/Week (L-T-P):</b> 0 - 0 - 4	<b>No. of Credits:</b> 02
<b>Internal Assessment:</b> 20 Marks	<b>Semester End Examination:</b> 30 Marks

### Course objectives

1. To help learn the process of digitization
2. To provide hands on experience to some institutional repository application software's like DSPACE, EPRINTS, and GREENSTONE
3. To hands on experience with DSpace or GSDL or KOHA

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Understand digitization and its requirements

**CO2 :** Students should be able install and create digital libraries using DSPACE

<b>Content of Course</b>	<b>28 Hrs</b>
<b>Unit – 1 : Digital Library Softwares</b>	08
➤ Introduction to Digital Library and Content Management System (CMS) Software – Proprietary and Free and Open Source Software (FOSS)	
<b>Unit – 2 : Features of Digital Library Softwares</b>	08
➤ Features of DSpace, ➤ Features of GSDL ➤ Features of Eprint software	
<b>Unit – 3 : Hands on Practice</b>	12
➤ Hands on Practice DSpace or GSDL or KOHA	

### **References :**

1. Bishop, A. P. et al. (eds.). (2005). Digital Library Use: Social Practice in Design and Evaluation. Delhi : Ane Books.
2. Chowdhury, G. G. & Chowdhury, Sudatta. (2003). Introduction to Digital Libraries. London : Facet Publishing
3. Deegan, Marilyn & Tanner, S. (2006). Digital Preservation. London : Facet Publishing.
4. Jones, Richard et al. (2006). The Institutional Repository. Oxford : Chandos Publishing.
5. Judith, Andrews & Derek, Law. (2004). Digital Libraries. Hants : Ashgate.
6. Krishan Gopal. (2005). Intellectual Freedom in Digital Libraries. Delhi : Authors Press.
7. Lakshmi, Vijay & Jindal, S. C. (eds.). (2004). Digital Libraries. Delhi : Isha Books.
8. Pandey, V. C. (2004). Digital Technologies and Teaching Strategies. Delhi : Isha Books.
9. Rajagopalan, A. (2006). Library of the Digital Age: Issues and Challenges. Delhi : SBS Publishers.

Date :

Course Coordinator

Subject Committee Chairperson

## 21LIS4C1R : Research Project

<b>Course:</b> Research Project	<b>Course Code:</b> 21LIS4C1R
<b>Teaching Hours/Week (L-T-P):</b> 2 - 0 - 2	<b>No. of Credits:</b> 04
<b>Internal Assessment:</b> 30 Marks	<b>Semester End Examination:</b> 70 Marks

### Course objectives

1. To provide the students basic knowledge of research in the field of LIS
2. To help them chose an appropriate research problem for dissertation.
3. To help them apply data collection, analysis and interpretation techniques.
4. To develop familiarity with application of various statistical techniques.
5. To guide the students with basics of research reporting.

### Course Outcomes (COs):

At the end of the course, students will be able to:

**CO1 :** Understand practical application of research methods in the field if LIS

**CO2 :** Know the use of data collection, analysis and interpretation techniques

**CO3 :** Carry out a useful research study and submit its report.

**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 3<sup>rd</sup> 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]**

<b>Activity</b>	<b>Time-line</b>	<b>Remarks</b>
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 <b>Library and Information Science</b> 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. <b>Page</b>	<b>Content</b>
Page 1	<ol style="list-style-type: none"> <li>1. Title</li> <li>2. Contact addresses of student -with details of internal Guide</li> </ol>
Page 2	<ol style="list-style-type: none"> <li>1. Introduction with objectives,</li> <li>2. Review of articles/literature about the topic with source of information</li> <li>3. Expected results (300 words).</li> </ol>
Page 3	<ol style="list-style-type: none"> <li>1. Time-Activity Chart</li> </ol>

**\*\*Composition of the Internship Committee in the department**

1. Chairman
2. Domain Expert
3. Internal Guide

<b>Schedule to be followed during Project Work [In IV semester] Activity</b>	<b>Time-line</b>	<b>Remarks</b>
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

<b>Activity</b>	<b>Time-line</b>	<b>Remarks</b>
Committee)		
Analysis and finalization of report	25 Days	Students must use appropriate and latest statistical tools and techniques for analyzing the data (It is <b>mandatory</b> 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 1½ 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 fulfill 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:**

<b>Evaluation by Internal Guide for 70 Marks</b>		
Sl. No	Aspects	Marks
1	First presentation*	06
2	Second presentation*	06
3	Third presentation*	06
4	Introduction and Methodology	10
5	Industry and Company profile/Profile of the study area	03
6	Theoretical Background of the Study	04
7	Data Analysis and interpretation	15
8	Summary of Findings, suggestions and Conclusion	10
Total		60
* Candidate shall submit the presentation reports to the department and should bring the same on the day of Viva-Voce examination		

<b>Evaluation by an External Faculty for 70 Marks</b>		
Sl. No	Aspects	Marks
1	Introduction and Methodology	15
2	Industry and Company profile/ Profile of the study area	10
3	Theoretical Background of the Study	10
4	Data Analysis and	10



	interpretation	
5	Summary of Findings, suggestions and Conclusion	15
Total		60

<b>Viva-voce by Chairman and an Expert Drawn from Other University for 40 Marks</b>		
Sl. No	Aspects	Marks
1	Presentation Skills	05
2	Communication Skills	05
3	Subject Knowledge	08
4	Objective of the study/Methodology	08
5	Analysis using Statistical tools and Statistical Packages	07
6	Findings and appropriate suggestions	07
Total		40

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 in 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 1042016-***

**2022**

*DECLARATION*

**DECLARATION**

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*

**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*

<b>CONTENTS</b>		
<b>Items</b>		<b>Page No.</b>
ACKNOWLEDGEMENT		Roman No
LIST OF TABLES		Roman No
LIST OF FIGURES		Roman No
CHAPTER I:	Introduction	Arabic No
CHAPTER II:	Profile of the Organization	Arabic No
CHAPTER III:	Research Design and Methodology	Arabic No
CHAPTER IV:	Data Presentation, Analysis and Interpretation	Arabic No
CHAPTER V:	Findings and suggestions	Arabic No
BIBLIOGRAPHY		Arabic No
ANNEXURE		Arabic No

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## 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

I take this opportunity as privilege to express my deep sense of gratitude to my research guide Dr./Shri \_\_\_\_\_, [Designation], **Post-Graduate Department of Library and Information Science., Vijayanagara Sri Krishnadevaraya University, Bellary** for his continuous encouragement, invaluable guidance and help for completing the present research work.

I am deeply indebted to Dr. \_\_\_\_\_, Chairman/HOD/Principal, **Post-Graduate Department of Library and Information Science., Vijayanagara Sri Krishnadevaraya University, Bellary or College** for being a source of inspiration to me and I am indebted to him for initiating me in the field of research.

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

I take this opportunity as privilege to articulate my deep sense of gratefulness to the Managing Director, and the staff of the ----- of Company for their timely help, positive encouragement and without their help completion of the project was highly impossible.

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**

## H. LIST OF TABLES

### *A PAGE FOR LIST OF TABLES*

<b>LIST OF TABLES</b>		
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Tables may be more or less depending upon the tables in the each chapter



*I. LIST OF FIGURES*

**A PAGE FOR LIST OF FIGURES**

<b>LIST OF FIGURES</b>		
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Figure No. 5.3		
Figure No. 5.4		

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

*EXECUTIVE SUMMARY OF THE PROJECT*

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

**CBCS Question Paper Pattern for PG Semester End Examination**  
**With Effect from the A Y 2024-25**  
**Disciplines Specific Core (DSC) and Discipline Specific Elective (DSE)**

Paper Code:  
Time: 3Hours

Paper Title:

Max Marks:70

Note: Answer any FIVE of the following question with Question No. 1(Q1) Compulsory, each question carries equal marks.

- |     |          |
|-----|----------|
| Q1. | 14 Marks |
| Q2. | 14 Marks |
| Q3. | 14 Marks |
| Q4. | 14 Marks |
| Q5. | 14 Marks |

Note: Question No.1 to 5, one question from each unit i.e (Unit I. Unit II,...). The Questions May be a whole or it may consists of sub questions such as a,b,c etc...

14 Marks

Q6.

Note: Question No.6, shall be from unit II and III, the Question may be a whole or it may consists of sub questions such as a,b, c etc...

14 Marks

Q7.

Note: Question No.7, shall be from unit IV and V , the Question may be a whole or it may consists of sub questions such as a,b, c etc...

14 Marks

Q8.

Note: Question No.8, shall be from unit II, Unit III, Unit IV and Unit V, The question shall have the following sub questions and weightage . i.e a – 05 marks, b – 05 marks c -04 marks

\*\*\*\*\*

