

**DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE**  
**Master of Library & Information Sciences (M. Lib. I. Sc.)**  
(w.e.f. 2019-20)

I<sup>st</sup> Semester

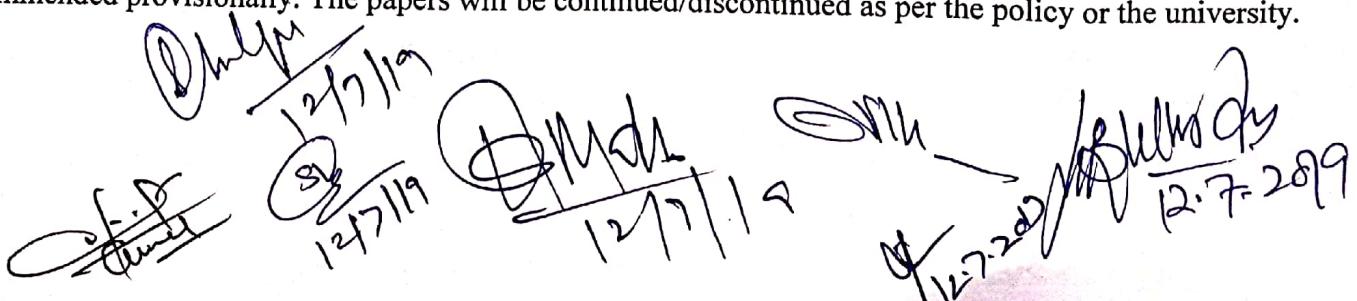
Course Code	Course Title		Maximum Weightage: 100%		Credit
			End Semester (in %)	Sessional (in %)	
MLIS 101*	Information Systems and Programmes	Open Elective	70	30	4
MLIS 102	Information and Communication	Core	70	30	4
MLIS 103	Information Analysis, Repackaging and Consolidation	Core	70	30	4
MLIS 104	Research Methods and Statistics Techniques	Core	70	30	4
MLIS 105	Management of Library and Information Centres	Core	70	30	4
MLIS 106	Information Analysis and Marketing Practical	Core	70	30	4
MPDC 105**	Remedial Language - English	Compulsory	15	10	1

II<sup>nd</sup> Semester

Course Code	Course Title		Maximum Weightage: 100%		Credit
			End Semester (in %)	Sessional (in %)	
MLIS 201*	Electronic Resource Management	Open Elective	70	30	4
MLIS 202	Information Technology: Applications	Core	70	30	4
MLIS 203	Information Technology: Applications – Practical	Core	70	30	4
MLIS 204	Discipline Centric Elective: A. Academic Library and Information System B. Medical Library and Information System C. Public Library and Information System D. Engineering and Technological Library and Information System	Discipline Centric Elective	70	30	4
MLIS 205	Dissertation	Core	70	30	8
MPDC 205**	Ambedkar Studies	Compulsory Foundation	15	10	1

\*Choice based course

\*\*The detailed contents will be provided by the concerned course teachers. The paper MPDC 105 and MPDC 205 are recommended provisionally. The papers will be continued/discontinued as per the policy or the university.


  
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**DEPARTMENT OF LIBRARY & INFORMATION SCIENCE**  
**Master of Library & Information Sciences (M.Lib. I. Sc.)**  
(w.e.f. 2019-20)

I<sup>st</sup> Semester

<b>Course Code</b>	<b>MLIS 101*</b>
<b>Course Title</b>	<b>Information Systems and Programmes</b>
<b>Type of Paper</b>	<b>Open Elective</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To identify national information system;
- To understand their role in providing information;
- To list out and elaborate various national information systems; and
- To explain the activities and programs undertaken by such organizations in promotion of library and information services.

**Course Content:**

**Unit-1**

- Information Systems: Concept, Definition, and Characteristics
- Types and various components
- Broad areas of Operations-Health, Science, Social Sciences, Agriculture and Technology Information Systems.

**Unit-2**

- National Organizations and Programs: Functions, Features and Services
  - CSIR
  - ICSSR
  - ICAR
  - DRDO
  - DST

**Unit 3**

- National Information Systems: Functions and features
  - NASSDOC
  - NISCAIR
  - DESIDOC
  - INFLIBNET
  - DELNET

**Unit-4**

- Regional Information Systems: Functions, Features and Services
  - SENDOC
  - ENVIS
  - NIC
  - NKN
  - SAARC

**Unit-5**

- International Information Systems: Functions features and Services
  - AGRIS
  - INIS
  - MEDLARS
  - INSPEC

**Method of Teaching:** Lecture, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and Written exam.

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### **Recommended Books:**

- Kent, Allen (ed). (1980). Encyclopaedia of Library and Information Science. London: Macmillian.
- Khanna, J.K. (2000). Documentation and Information Services, Systems and Techniques. Agra: Y.K. Publishers.
- Khanna, J.K. (1996). Handbook of Information Systems and Services. New Delhi: Beacon Books.

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<b>Course Code</b>	<b>MLIS 102</b>
<b>Course Title</b>	<b>Information and Communication</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

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

- To know the meaning and distinguish characteristics as well as relationships in data, information and knowledge.
- To explain the concept of communication, types, process, elements, models etc.
- To understand the concept of information society.
- To know the concept of Knowledge Management (KM).

### **Course Content:**

#### **Unit-1**

- Information: Concept, Characteristics and Nature
- Conceptual difference between Data, Information and Knowledge
- Modes of Information Generation: Observation, Thought Process, Experimentation, Processing of Data, Event, Evolution, Dream
- Forms of Information: Oral, Pictorial, Printed, Digitised

#### **Unit-2**

- Communication : Concepts and Nature
- Communication and its types: Intra- personal, Inter-Personal and Mass Communication
- Communication Process: Elements, Cycle
- Communication Models – Shannon and Weaver's, Lasswell's, Wilbur Schramm's

#### **Unit-3**

- Communication Channels in Information Centres– Oral, Written and Visual
- Communication Barriers.
- Trends in Scientific Communication
- Changing role of Library and Information Centres in Information Society

#### **Unit-4**

- Information Society: Concept, Definition, perceptions
- Impact of Information Society on Information Profession
- Knowledge Society: Features of Emerging Knowledge Society
- Information Industry-Generators, Providers and Intermediaries

#### **Unit-5**

- Knowledge Management: Definition, Changing Scenario and Driving Forces in Knowledge Management
- Knowledge Management System: Definition, Practical Approach and Strategies, Richness versus Reach
- Knowledge Profession: Introduction, Normative Principles of Knowledge Resource Management and Services
- Library and Information Science Professional as knowledge professional, Preparing knowledge workers for the future

**Method of Teaching:** Lecture, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and Written exam.

**Recommended Books:**

- Abell, Angela (2001). Competing with Knowledge: The Information Professional in the Knowledge Management Age. London, UK.: Library Association Publishing.



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- Drucker, Peter F (1994). Knowledge Work and Knowledge Society: The Social Transformation of This Century. The Godkin Lecture .
- Gorman, Lyon and McLean, David (2003). Media and Society in the Twentieth Century. London: Blackwell.
- Katz, R. L. (1988). Information Society: An International Perspective. New York: Praeger.
- Bell, D. (1979). The Social Framework of Information Society. In Dertouzos, M.L and Moses, J. (eds), Computer Age: A Twenty Year View. Cambridge, MSS: MIT Press.

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<b>Course Code</b>	<b>MLIS-103</b>
<b>Course Title</b>	<b>Information Analysis and Marketing</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

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

- To make the required information reach larger audience in accessible and usable form
- To develop vibrant professional for the information marketing and optimum utilization of information resources.
- To encourage more intensive use of information in wide range of development activities
- To enable students to assess information user needs.
- To inculcate the skills of information analysis, evaluation, synthesis, packaging and repackaging of information product.
- To define the process of information consolidation and describe its role and potential benefits in satisfying information need of users.

### **Course Content:**

#### **Unit-1**

- Information Analysis
- Packaging and Repackaging of Information
- Information Products: Concept, Nature, Definition
- Information Products: Design and Types with Examples

#### **Unit-2**

- Marketing: Definition, Concept, Need, Functions
- Information as a Marketable Commodity
- Demand and Supply of Various Information Services
- Factors affecting Demand and Supply
- Distribution and Marketing of Information
- Abstracting: Types and guidelines in preparing Abstract

#### **Unit-3**

- E-Marketing: Concept, strategies, Use, Advantages
- Information Audit: Role, Scope, Methodology
- Market Segmentation.
- Trends in Information Analysis,
- Electronic Content Creation

#### **Unit-4**

- Distribution Channel
- Marketing Mix
- Marketing Strategy
- Techniques and Tools of Market Analysis
- Content Analysis: Techniques , Methods and Purpose

#### **Unit-5**

- Information Analysis Centre's (IAC) and Consolidation
- Indexing and Abstracting Periodicals
- Reviews and State of Art Report
- Progress Report and Trend Report
- Conference Report and Statistical Report

Dr. S. R. Patil  
12-7-2019

**Method of Teaching:** Lecture, Practice, Class test, etc.

**Method of Assessments and weightage:** Assignment and Written exam.

**Recommended Books:**

- Seetharama,S (2015)Marketing in Libraries and Information Centres.New Delhi Ess Ess Publications.
- Lackie, Robert J.(2015) Creative Library Marketing and Publicity.Maryland Rowman & Littlefield
- Gordon, Valerie S.(2016).Marketing for special and Academic Libraries
- Raju, J.K. and Patil, Hema and Srikanth, C and D'Souza, Francis(2013).Marketing management.Mumbai Himalaya Publishing House
- O'Brien, Emma and Clifford, Seamus and Southern, Mark.(2011) Knowledge management for process organizational and marketing innovation : tools and methods
- Jain, Abhinandan K.(1999) Product Design and Test Marketing of information product and services. Delhi
- CHOPRA,H.S.(ED.)(1996)Information marketing, Jaipur. Rawat

<b>Course Code</b>	<b>MLIS-104</b>
<b>Course Title</b>	<b>Research Methods and Statistical Techniques</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To familiarise with the process of research and different research methods.
- To develop the skills for quantitative data analysis and consolidation.
- To enable students in writing cohesive and succinct reports.

**Course Content:**

**Unit-1**

- Research: Concept & Types of Research
- Steps of Research
- Research Design: Essentials of good research design & its importance. Types of Research Designs.
- Hypothesis
- Ethical Aspects of Research

**Unit-2**

- Research Methods:
  - Scientific Method
  - Historical Method
  - Descriptive Method: Survey Method & Case Study Method, Delphi Method
  - Experimental Method

**Unit-3**

- Research Techniques and Tools
  - Data Sources: Primary and Secondary data.
  - Questionnaire and Schedule
  - Interview
  - Observation
  - Rating Scales & Check lists
  - Sampling Techniques: Probabilistic and Non-probabilistic Sampling techniques

**Unit 4**

- Data Analysis & Interpretation
  - Descriptive Statistics: Measures of Central Tendency; Mean, Mode, Median, Measures of Dispersion.
  - Testing of Hypothesis. Chi-Square Test.
  - Tabulation and Graphical Presentation of Data.
  - Statistical Tools - MS-Excel or SPSS.

**Unit 5**

- Research Report Writing: Structure & Formats
- Plagiarism & Fair Use
- Style Manuals- Chicago Manual of Style, MLA & APA
- Reference Management Software: Zotero or Mendeley.
- Areas of research in Library and Information Science.

**Method of Teaching:** Lecture, Brainstorming sessions, group discussions.

**Method of Assessments and weightage:** Assignments, Seminar Presentation, and Written test.

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### **Recommended Books:**

- Alasuutari, P., Bickman, L. & Brannen, J. (Eds.) (2008). The SAGE Handbook of Social Research Methods. London: Sage Publication.
- Atkinson, P & Delamont, S. (Ed.) (2011) Sage Qualitative Research Methods. (Vols. 1-4). New Delhi: Sage Publication.
- Burton, D. & Bartlett, S. (2009). Key Issues for Education Researchers. California: Sage Publication.
- Busha, C. H. & Harter, S. H. (1988). Research Methods in Librarianship: Techniques and Interpretations. New York: Academic Press.
- Cooper, H. M. (2006). Synthesizing research: A guide for literature reviews. Thousand Oaks, Calif: Sage.
- Creswell, J. W. (2014). Research design: Qualitative, quantitative, and mixed methods approaches. (4th ed.). California: Sage Publication.
- Devarajan, G. (2011). Prolegomena to Research methodology. New Delhi: Ess Ess Publishing.
- Fetterman, D. M. (2010). Ethnography: step-by-step (3rd Ed). (Applied social research methods series; v. 17). California: Sage Publication.
- Goon, A M. (2000). Fundamental of Statistics. Calcutta: World Press .
- Guthrie, G. (2010). Basic research methods: an entry to social science research. London: Sage.
- Kothari, C.R. (2009). Research Methodology: Methods and Techniques. New Delhi. New Age
- Kumar, R. (2005). Research Methodology: a step by step by guide for beginners (2nd ed.).
- Kumbhar, R. (n.d.) Library and information science research. Pune: Universal.
- Leo, E. and Rousseau, R. (2001). Elementary Statistics for Effective Library and Information Service Management. London: Aslib.
- Oliver, P. (2010). Understanding the Research Process. New Delhi: Sage Publication.
- Powell, R. R. & Connaway, L. S. (2010). Basic Research methods for Librarians. 5th ed. Westport: Libraries Unlimited.
- Rao, I. K. R. (1983). Quantitative Methods for Library and Information Science. New Delhi: Wiley Eastern.
- Simpson, I.S. (1990). How to interpret statistical data: a guide for librarians and information scientists. London: Library Association.
- Stephen, P. & Hornby, S.(1995). Simple statistics for library and information professionals. London: Library Association.

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<b>Course Code</b>	<b>MLIS-105</b>
<b>Course Title</b>	<b>Management of Library and Information Centres</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours</b>	<b>48 Hours</b>

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

- To understand different strategies of library management.
- To understand library management policies.
- To find out types of problems faced by handling management techniques.
- To find out the analysis techniques of management.
- To create awareness about leadership in professionalism.

### **Course Content:**

#### **Unit-1**

- Total Quality Management (TQM): Definition, Concept, Elements
- Disaster Management in LICs
- Building and Space Management in Libraries and Information Centres

#### **Unit-2**

- Management by Objectives (MBO)
- Organisation Behaviour: Origin, Levels, Human Behaviour,
- Content Theories of Motivation
- Library Standards

#### **Unit-3**

- Change Management: Concept of Change
- Changes in procedures, Methods, Tools and Techniques
- Problems of Incorporating Change
- Techniques of Managing Change
- Six Sigma in LICs

#### **Unit-4**

- Management Information System (MIS)
- Project Management: PERT/CPM
- Performance Measurement
- SWOT (Strength, Weakness, Opportunities, Threat) Analysis
- Data Flow Diagram (DFD)

#### **Unit-5**

- Leadership
- Annual Reports
- Outsourcing
- Delegation of Authority, Decentralisation

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**Method of Teaching:** Lecture, Practice, Class test, etc.

**Method of Assessments and weightage:** Assignment and written exam.

**Recommended Books: –**

- Mittal, R. L. 2007. Library Administration: Theory and practice. New Delhi: Ess Ess.
- Krishnamurthy, R. 1992. Library Administration and Resources .New Delhi: Commonwealth.
- Khanna, J. K. 2001. Hand book of Library Administrative. New Delhi: CREST.
- Ranganathan, S. R. 1935. Library Administration. New Delhi: Ess Ess.
- Krishnamurti, K. 2013. Library Management. New Delhi: Commonwealth.
- Shivadas, K. K. 2015. Library Management. New Delhi: A.P.H.
- Hiatt, Jeffery.M. Change Management: The people side of change.

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<b>Course Code</b>	<b>MLIS-106</b>
<b>Course Title</b>	<b>Information Analysis and Marketing- Practical</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To explain how the information is packaged.
- To identify the different types of marketing strategies for information products.
- To identify the different types of on-line information products.

**Course Content:**

**Methodology and Preparation of:**

- House Journals
- Newsletters
- Technical Digests
- Trend Reports
- Reviews and Related Products
- Brochures
- Abstract (Indicative, Informative & Structured)

**Method of Teaching:** Practical, Group Discussion, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and written exam.

**Recommended Books:**

1. Hexagon- Vision of Eveready Industries India Ltd, Published from Kolkata.
2. Energy News by University of Petroleum & Energy Studies and Indian School of Petroleum. Published from New Delhi.
3. NextDraft a daily email written by Dave Pell.
4. <http://www.egyankosh.ac.in/bitstream/123456789/11120/1/Unit-11.pdf>

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(w.e.f. 2019-20)  
II<sup>nd</sup> Semester

<b>Course Code</b>	<b>MLIS-201</b>
<b>Course Title</b>	<b>Electronic Resources Management</b>
<b>Type of Paper</b>	<b>Open Elective</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To acquaint with various electronic resources management.
- To understand the factors associated with digital information literacy.
- To know the importance and role of various databases.
- To know the concept and utilization of open access resources.

**Course Content:**

**Unit 1: Information Sources and Information Resources**

- Information Sources – categories and features, Information sources vs. Information resources, Organization of information sources;
- Role of information resources in education and research;
- Documentary Sources: Primary, Secondary and Tertiary;
- Institutional and Human Sources; Non print materials including digital information sources, Traditional Vs. Digital sources of information;
- Reference Books: Meaning, Differences with traditional book, Categories of reference books, Indian reference sources.

**Unit 2: Digital Information Literacy**

- Information literacy – elements, standards, indicators;
- Information literacy – role in knowledge society, digital divide;
- Digital information skills – programmes, initiatives, channels;
- Skills related to searching and browsing;
- Skills related to citation management;
- Managing social media.

**Unit 3: Accessing Electronic Resources**

- Accessing union catalogues;
- Accessing bibliographic databases;
- Accessing full-text databases and e-journal portals
- Accessing electronic alerting services;
- Managing Personal Information Environment.

**Unit 4: Open Access Resources**

- Open Access – what and why;
- Serials crisis and Open Access;
- Open Access – Gold path and Green path;
- Open Access ETDs;
- Open Access text books.

**Unit 5: Open Educational Resources**

- OER – what and why;
- OER programmes and initiatives;
- OER repositories;

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- OER and MooCs;
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**Method of Teaching:** Lecture, Seminars, Class test, etc.

**Method of Assessments and weightage:** Assignment and Written exam.

**Recommended Books:**

- Allan, Barbara. E-learning and teaching in library and information services, London: Facet Publishing, 2002.
- Bhattcharjee, Sucheta, Bhattcharjee, Sudeep, Sinha, Manoj Kumar, Usage of E-resources under N-LIST Programme : Concept, Needs and Case study, LAP : Lambert Academic Publishing, 2015, 110p..
- Brindley, L. (1998). Ed. The electronic Campus. London, British Library Dearnley, James and Society, London: Facet publishing, 2001.
- Feather, John. The information society: A study of continuity and change. 3rd ed. London: Concept Publishing, 2000
- G.G. Chowdhury, Introduction to Digital Libraries, London: Facet Publishing, 2003
- Garlok, K.L. and Piontek, S. (1996). Building the Service-based Library Website: A step by step guide to design and options. Chicago: ALA.
- Rowley, J.E.: The Electronic Library. 4th Ed. Of Computers for Libraries. London: Facet Publishing, 1998.

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<b>Course Code</b>	<b>MLIS-202</b>
<b>Course Title</b>	<b>Information Technology: Applications</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To deal with the knowledge of hardware, software, networking, interactive media, telecommunication, personal technologies, and new and emerging devices and technologies.
- To develop and implement support strategies of effective news of Information Technology
- To implement policies and procedures necessary to ensure effective, secure and appropriate use of information resources and services
- To efficiently manage procurement and acquire new hardware and software
- To encourage the learners to develop social skills data essentials for cooperative and collaborative learning based around ICT

**Course Content:**

**Unit-1**

- Library Automation: Definition, Need, Purpose, Advantages, Limitations
- Library Automation – Areas, Planning,
- Selection of Hardware and Software,
- Planning and Implementation of Library Automation
- Library management software: KOHA, Libsys, SOUL

**Unit-2**

- Barcode, RFID, QR Code, Biometric, Smartcard: Features and Applications
- Internet Security
- Digital object identifier.
- Content Management Systems – Architecture, Data Integration,
- CMS Software –Selection, Implementation and Evaluation

**Unit-3**

- Internet: Concept, features, services, and tools
- Network Based Information Services
- Connectivity: Dialup, Leased lines, ISDN, Digital subscriber lines
- Internet Protocols and Standards – HTTP, SHTTP, FTP, SMTP, TCP/IP, URI, URL

**Unit-4**

- Digitization – Planning, Selection of Materials, Hardware, Software, Process, Issues.
- Digital Preservation – Need, Purpose, Standards, Methods, Techniques, Projects (National and International).
- Digital Library Initiatives – National and International.
- Teleconferencing, and Video conferencing
- Disaster management in Digital Environment

**Unit-5**

- Digital Library: Genesis, Characteristics, Types and Architecture
- Metadata
- Hardware and software
- Input capture devices, scanners, digital, movie cameras
- Planning procedure and implementation

**Method of Teaching:** Lecture, Seminars, Practice, Class test, etc.

**Method of Assessments and weightage:** Assignment and Written exam.

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## **Recommended Books:**

- Lesk, Michal (2005) Understanding digital Libraries. USA.MKP
  - Limb Peter(2004). Digital Dilemmas and Solution. Oxford: Chandos
  - Muller, J.f.(2003) A Librarians Guide to The Internet. Oxford:Chandos.
  - Srikumar and others(2006) digital libraries in knowledge Management. New Delhi: Ess Ess
  - Digital libraries/edited by Febrice papy. London: John Wiley, 2007
  - Anderson, C.G. and others(2004) starting a digitization centre. oxford: chandos
  - Jeevan, VKj(2003) Digital Libraries.New Delhi: Ess Ess.
  - Witten, Ian H and David Bainbridge.(2003). How to Build Digital library. Amesterdon. MKP
  - Chopra (H.S.). Library Information Technology in Modern Era: Libraries and Librarian in New Millennium. 1999. Common wealth. New Delhi.
  - Dahl (Mark), Banerjee (Kyle) and Michael (Spalti). Digital Libraries: integration content and system. 2006. Chandos publishing, Oxford
  - Gopal (Krishna). Intellectual Freedom in Digital Libraries. 2000. Authors Press. New Delhi .
  - Han (Jaiwei) and Kanber (Michelive).Data mining: concept and technology. 2003.Morgan.San Francisco
  - Melling(Maxine).Supporting e-learning: a guide for library and information mnagers.2005.facet publishing .London
  - Muller (Jeanne Froidevaux). A librarian’s Guide to the internet: searching and evaluating information. 2003. Chandos publishing. Oxford
  - Tiwari (Aravind). Evaluation of Electronic Libraries. 2002. APH Publishing Corporation. New Delhi.

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<b>Course Code</b>	<b>MLIS-203</b>
<b>Course Title</b>	<b>Information Technology: Applications -Practical</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours:</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To provide hands on experience with design, development and implementation of library management software.
- To provide hands on experience with design, development and implementation of Digital library software.
- To introduce the basics of database management.

**Course Content::**

- Creation & Maintenance of relational databases using either MySQL or PostgreSQL.
- Creation & Maintenance of bibliographic databases using either WINISIS or J-ISIS.
- Installation and configuration of different functional modules of an Integrated Library Management System (Open Source) such as, KOHA
- Digitisation of print documents, process of OCR and file naming conventions.
- Creation of Digital Library using Greenstone Digital Library Software or DSpace
  - Creation of metadata
  - Downloading records using Z39.50 protocol
  - Customisation
  - Searching of records
- Online Searching: Simple and Advanced Search features of scholarly databases.

**Method of Teaching:** Case studies, Demonstrations, Practical sessions, Class activities, and Troubleshooting.

**Method of Assessments and weightage:** Assignments and practical test.

**Recommended Books:**

- Aswal, R.S. (2003). CDS/ISIS for windows: A handbook for librarians. New Delhi: Ess Ess Publication.
- Date, C.J. (2000). An Introduction to Database Systems. 7th ed. Boston, MA, USA: Addison-Wesley Longman
- Gopal, K. (2000). Digital libraries in electronic information era. New Delhi: Authors Press.
- Haravu, L.J.(2004). Library automation: Design, principles and practices. New Delhi: Allied Publishers.
- Koha developers(2017). Koha Manual 18.05 documentation. Available at <https://koha-community.org/manual/18.05/en/html/>
- Rajaraman, V. (2007). Fundamentals of computers (4th ed.). New Delhi: Prentice-Hall of India.
- Savitri, Sirohi and Gupta, Amit (2011). Koha 3 library management system. Mumbai: Packet Publishing.
- Zhang, A. B. & Gourley, D. (2009). Creating digital collections: A practical guide. Oxford: Chandos.

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<b>Course Code</b>	<b>MLIS-204 (A)</b>
<b>Course Title</b>	<b>Academic Library and Information System</b>
<b>Type of Paper</b>	<b>Discipline Centric Elective</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours</b>	<b>48 Hours</b>

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

- To develop the knowledge about academic libraries;
- To explain the university library networks and resource sharing ;
- To explain the need of automation and technology; and
- To develop expertise in HRM.

### **Course Content:**

#### **Unit-1**

- University Library: Objectives, Features, Need and Objectives
- Development of University and College Libraries and Information Centres
- Pre & Post Independence Period
- Role of University Library in Interdisciplinary Studies

#### **Unit-2**

- Role of UGC on Development of Academic Library and Information Systems
- Sections & Services of University Library

#### **Unit-3**

- Impact of Automation and Technology on University Library
- Finance and Consortia in University Library
- Building: Planning, Design, Fittings and Furniture of University Library

#### **Unit-4**

- Resource Sharing in Academic Library, INFLIBNET
- Personnel Management of University Library: Nature, Size, Selection Recruitment, Qualification, Training, Responsibilities and Duties. UGC staff formula

#### **Unit-5**

- Case studies of university Library: Organizational Structure, Sections, Services HRM, and Functioning
- Departmental Libraries
- UGC- Rules and Regulation, Policies

**Method of Teaching:** Lecture, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and Written exam.

### **Recommended Books:**

- Gelfand, M.A. (1971). University Libraries for Developing Countries. Paris: UNESCO, 24.
- Ghanch, D.A. (1992). The Library in the University. University News.
- Gupta, O.P. (1998). Library Services in University and College Libraries in India. New Delhi: Reliance Publishers.
- Paul, Buck (1964). Libraries and Universities. Cambridge: Harvard..
- Sahai, Shri Nath. (1990). Academic Library System. New Delhi: Allied.
- Srivastava, S.N. and Verma, S.C. (1980). University Libraries in India. New Delhi: Sterling Publishers.
- Shores, Louis (et. al.) (1966). The Library College: Contribution for Higher Education at the James Town College Workshop: Drexel Press.
- Drucker, Peter (1955). The Practice of Management, Heinemann. Finer, Ruth (1982). Reference and Enquiry Work in Anthony, L.I.Ed. Handbook of Special Librarianship and Information Work. London: Aslib

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- Girija Kumar (1987). Library Development in India. New Delhi: Vikas.
- Girija Kumar and Krishan Kumar (1983). Philosophy of User Education. New Delhi: Vikas.
- McKee, Bob (1989). Planning Library Service, London: Clive Bingley.
- Ranganathan, S.R. and Sundaram, C. (1940). Reference Service and Bibliography, Madras: Library Association.
- Gorbett, E.B. (1978). Fundamentals of Library Organisation and Administration: A Practical Guide. London: The Library Association.

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<b>Course Code</b>	<b>MLIS-204 (B)</b>
<b>Course Title</b>	<b>Medical Libraries and Information Systems</b>
<b>Type of Paper</b>	<b>Discipline Centric Elective</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours</b>	<b>48 Hours</b>

**Objectives of the Course:**

- To aware about health education and health science libraries in India.
- To understand concept of health science information systems.
- To know the role of health science databases.
- To understand concept of information reference services.
- To understand personal management of health science libraries.

**Course Content:**

**Unit -1**

- Health Information: Definition, Need, Purpose and Functions
- Genesis and Development of Health Science Libraries in India.
- National Medical Library of India.
- National Library of Medicine, USA

**Unit-2**

- Health information: Sources, Services, Products and Marketing
- Collection development and Management of Library Materials
- Health Science Information Systems: Concept, Need and Functions

**Unit-3**

- Health Sciences Database: IT for health sciences, IT in occupational Health Libraries and Information Centres
- Role of MEDLARS, WHO in Health Information
- Internet Searching: Panorama of the Information Available at the Nuclear Medicine Websites
- Biotechnology Information System Network
- BIOSIS

**Unit-4**

- Resource Sharing and Networking: Need and Types of Networks; OCLC Databases
- Information Services: CAS, SDI, Abstracting and Indexing, Computerized Services

**Unit-5**

- Personnel Management of Medical Libraries: Nature, Size, Selection, Recruitment, Qualification, Training, Responsibilities and Duties
- Health Sciences Library Ethics: Ethics for Online Intermediaries in Health Science Librarianship

**Method of Teaching:** Lecture, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and written exam.

**Recommended Books:**

- Vapalakshmi, R.S.R. 1993. Information services in medical college libraries. New Delhi: Ess Ess.
- Kashyap, K.A.R. 1998. Selective dissemination of information services. New Delhi: Anmol.
- Goud, H.G. 2003. Comparative study of library services in government and non-government medical. New Delhi: IGNOU.

Dr. S. S. Vapalakshmi  
12/1/19

Dr. P. S. Shalpi  
12/1/19

Dr. Y. C. Yerda  
12/7/19

- Woods, M.S. Health Sciences Librarianship. Chicago: Rowman & Littlefield.
- Kaul, H.K. & Fasil, N. 1999. Library Resource Sharing and network. New Delhi: Virgo.
- Vijayan Banu, P. 2006. Personnel management and human resources. Kumbakonam: Angel offset.
- Shipman, Jean. 2018. Strategic Collaborations in Health Science Libraries. Chandos Publishing

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<b>Course Code</b>	<b>MLIS-204 (C)</b>
<b>Course Title</b>	<b>Public Library and Information System</b>
<b>Type of Paper</b>	<b>Discipline Centric Elective</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours</b>	<b>48 Hours</b>

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

- To know the historical back ground of the Public Library and information system.
- To acquaint with sources and services of public library system.
- To identify relevant information services of public library and its importance in current scenario.
- To know about the resource sharing and networking
- To understand the personal management of the public library system.

### **Course Content:**

#### **Unit -1**

- Public Library: Definition, Need, Purpose, Genesis and Functions
- Growth & Development of Public Libraries in India with Particular Reference to 19th and 20th centuries
- Public Library System at a glance.

#### **Unit-2**

- Public information: Sources, Services, Products and Marketing
- Collection development and Management: Periodicals, Conference literature Grey Literature, Patents, Standards, Govt. Publication, Non-Book Materials: E-documents
- Public Information Systems: Concept, Need and Functions

#### **Unit-3**

- Public Databases, IT in Public Libraries and Information Centres.
- Information Services: CAS, SDI, Abstracting and Indexing, Computerized Services

#### **Unit-4**

- Resource Sharing and Networking
- Types of Networks

#### **Unit-5**

- Personnel Management of Public Libraries: Nature, Size, Selection, Recruitment, Qualification, Training, Responsibilities and Duties.

**Method of Teaching:** Lecture, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and written exam.

#### **Recommended Books:**

- BARUA (B P). National policy on library and information systems and services for India: perspectives and projections. 1992. Popular, Bombay.
- BATT (Chris). Information technology in public libraries. 1998. London Library Association Publishing, London.
- BHATT (R K). Unesco: development of libraries and documentation centres in developing countries. 2004. K K Publications, New Delhi.
- HIGGINS (S E). Youth services and public libraries. 2007. Chandos Publishing, Oxford.
- IFLA. IFLA guidelines for public libraries (revised). 2000. The Hague, IFLA.
- INDIA. Advising committee for libraries. Ed. 2. 1958. Manager of Publications, Delhi.
- JAGANAYAK (S S). Role of libraries in socio-economic, cultural, and educational development. 1997. Classical Publication, New Delhi.

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- Woods, M.S. Health Sciences Librarianship. Chicago: Rowman & Littlefield.
- Kaul, H.K. & Fasil, N.1999. Library Resource Sharing and network. New Delhi: Virgo.
- Vijayan Banu, P.2006. Personnel management and human resources. Kumbakonam: Angel offset.
- Shipman,Jean. 2018. Strategic Collaborations in Health Science Libraries. Chandos Publishing

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<b>Course Code</b>	<b>MLIS-204 (D)</b>
<b>Course Title</b>	<b>Engineering and Technological Libraries and Information Systems</b>
<b>Type of Paper</b>	<b>Discipline Centric Elective</b>
<b>Credits</b>	<b>04</b>
<b>Teaching Hours</b>	<b>48 Hours</b>

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

- To identify and describe the activities, functions and services of engineering libraries those are attached to different types of Engineering Institutions.
- To explain the evolution and growth of Engineering Libraries and information centres and distinguish their specific characteristics with reference to their specialized products and services.

### **Course Content:**

#### **Unit-1**

- Emerging trends in engineering education in India
- The role of AICTE in Development of Engineering and Technology Libraries
- Information needs of engineering and technology libraries

#### **Unit 2**

- Planning and designing of Engineering Information Systems
- Application of ICTs in library housekeeping operations
- Management of Engineering Information System
- Financial management

#### **Unit 3**

- Users community – categories,
- Levels of their information requirements.
- Management of electronic and digital resources
- Internet sources and online data bases in engineering and technology

#### **Unit 4**

- Information Literacy
- Engineering information systems and networks;
- Professional staff and training

#### **Unit 5**

- Networking and resource sharing of engineering and technology
- Information Consortia models – IEEE Transactions;
- Open courseware-NPTEL

**Method of Teaching:** Lecture, Seminars, Library visits, etc.

**Method of Assessments and weightage:** Assignment and written exam.

#### **Recommended Books:**

- Ahrenfield, J.L. [et al]. (1981). Special Libraries: A Guide for Management. New York: Special Library Association.
- Gates J.K. (1968). Introduction to Librarianship. New York: Mc-Graw Hill.
- Harvey, Joan M. (1976). Specialist Information Centres. London: Clive Bingley.
- Silve, Manil (1970). Special Libraries: Andre Deutsch (Grafton Basic Texts): London.
- Strauss, L.J. (et.al) (1964). Scientific and Technical Libraries: Their Organisation and Administration. New York: Inter Science Publication.
- Weisman, Herman M. (1972). Information Systems, Services and Centres. New York: BeckBr and Hayes.



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- A signature followed by the date 12/7/19.

<b>Course Code</b>	<b>MLIS-205</b>
<b>Course Title</b>	<b>Dissertation</b>
<b>Type of Paper</b>	<b>Core</b>
<b>Credits</b>	<b>08</b>
<b>Teaching Hours</b>	<b>96 Hours</b>

**Objectives of the Course:**

- To state the overall purpose of the particular study.
- Start by coming up with the reason for that carrying out the study.
- Write down the main tasks required to achieve particular purpose.
- To broad statements of desired outcomes, or the general intentions of the research.

Dissertation Evaluation will be done by External and Internal Examiner on 50% basis for 6 (Six) credits. The Viva-voce exam will be conducted by external examiner only for 2 (two) credits. (6 credits for evaluation + 2 credits for viva voce)

The image shows six handwritten signatures or initials in blue ink, each accompanied by a date. The dates are: 12/07/19, 12/07/19, 12/07/19, 12/07/19, 12/07/19, and 12/07/2019. The signatures are stylized and vary slightly in style.