

PRE Ph.D. COURSE WORK

IN

LIBRARY AND INFORMATION SCIENCE
(CWLIS)

REVISED SYLLABUS-2020



DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE
SCHOOL OF SOCIAL SCIENCES
MANIPUR UNIVERSITY, CANCHIPUR, IMPHAL - 795003

REVISION HISTORY

Sl.No.	Version	Year	Description
01.	1.0	2011	<ul style="list-style-type: none">Designed & introduced for the first time in the Ph.D. Programme having 3 papers of 300 marks each.The papers are 1) Perspectives in LIS in Knowledge Society 2) ICT in Modern Library Management 3) LIS Research; Methods & Techniques.
02.	2.0	2015	<ul style="list-style-type: none">Revised & approved to introduce in the Pre-Ph.D. Course Work with minor revision of the Syllabus designed in 2011.Introduced in the academic session 2015-16 of the programme.
03.	3.0	2018	<ul style="list-style-type: none">Revised as per Manipur University Ph.D. Ordinance 2017 for the CourseMajor changes took place in the course contents.Continued 3 papers only as 1) Research Methodology 2) Elective Course 3) Review of Published Research.Each paper has 100 marks of 4 credits each
04.	4.0	2020	<ul style="list-style-type: none">Revised and introduced 1 more paper in the version 3.0 of 2018.The fourth paper introduced is “Research and Publication Ethics”.While the first 3 papers carry 100 marks each of four credit, the 4th papers has 50 marks of 2 credits only.Approved by the 127th BSS Meeting of the School of Social Sciences, Manipur University held on 30th May 2020 vide its Resolution No.3.

PREAMBLE

The Pre-Ph.D. Course Work of the Department is for a period of six months. This Course Work shall be called course work in Library and Information Science (CWLIS). The Department of Library and Information Science, Manipur University established on 2nd April 1986 introduced Ph.D. Programme since 1987. Since 2011 onwards Course Work was introduced in the Ph.D. Programme. As per the ordinance issued from time to time for the Ph.D. Programme minor and major changes have been made in the course curriculum. The present revised syllabus is the version 4.0 in the process with the introduction of a new paper on “Research and Publication Ethics” of 50 marks carrying 2 credits. This revised version may hold better for the next 2-3 academic sessions of the programme.

OBJECTIVES

The objectives of the course work are to:

- ❖ Make the scholars familiar with methodology of research with reference to the subject Library and Information Science
- ❖ Acquaint them with different elective courses offered to opt as per their area of interests, on some current aspects
- ❖ Inculcate them to develop skills and competency on exploring their research area and to review them systematically
- ❖ Enable them to understand the ethics for research and publication.

COURSE OUTCOMES

After successful completion of this course, scholars will be able to understand all aspects and fundamentals of research, its methods and techniques and applications in the Library and Information Science research. Different elective courses, their contents and options for the scholars as per their interest also will be able to explore. The scholars also will learn all aspects of review of research and publication as their area of study. Issues associated with research publication particularly ethics and other related aspects also will be able to get acquainted by the scholars.

SCHEME OF THE PAPERS

The Pre-Ph.D Course Work of the Department is for a period of six months. The Course work comprises of four (4) papers as detailed below:

Course No.	Title of the Paper	Marks	Credit	Teaching Hours
CWLIS-1	Research Methodology (Compulsory Paper)	100	4	60 hrs
CWLIS-2	Elective Course	100	4	60 hrs
CWLIS-3	Review of Published Research (Compulsory Paper)	100	4	60 hrs
CWLIS-4	Research and Publication Ethics (RPE)	50	2	30 hrs
Total	4 Papers	350	14	210 Hrs

For CWLIS-2, any one of the following Courses may be opted by a scholar:

- CWLIS-2 (a) Library System
- CWLIS-2 (b) ICT Application in Libraries
- CWLIS-2 (c) LIS Education
- CWLIS-2 (d) Library Management
- CWLIS-2 (e) Trends in Bibliometrics
- CWLIS-2 (f) Users Study and Information Literacy

ATTENDANCE

For every scholar it is mandatory to maintain at least 75 % of attendance in the six months one semester course. They need to attend for all the working days.

SCHEME OF EXAMINATION

- ❖ After completion of the course an eligible candidate has to appear the final examination for all the four papers. Examination and other fee should be paid as per the University rules.
- ❖ The examination shall be conducted by the controller of examination of Manipur University.
- ❖ There will be no internal assessment marks.
- ❖ The minimum pass mark for the examination is 55%.
- ❖ If a scholar fails in the examination, s/he will be given only one chance to reappear the same.

DETAILED SYLLABUS

CWLIS-1: Research Methodology

Unit 1 Basics of Research (15 hrs)

- ❖ Concept, Meaning, types, trends, design. ethics for research.
- ❖ Formulation of research problem and hypotheses.
- ❖ Research reporting-contents, formats, guidelines.
- ❖ Style manual and reference management tools.

Unit 2 Research Methods and Tools (15 hrs)

- ❖ Types of Research
- ❖ Research Methods
- ❖ Data Collection- Tools and Techniques
- ❖ Sampling Techniques and their applications

Unit 3 Data Analysis Techniques (15 hrs)

- ❖ Data Analysis and Interpretation
- ❖ Quantitative Methods

- ❖ Test of Significance, Statistics: t- Test, X 2 - Test, ANOVA etc.
- ❖ Computer Applications- MS-Office, SPSS etc.

Unit 4 LIS Research (15 hrs)

- ❖ Nature, Significance, Levels, Opportunities and Sponsorship
- ❖ Thrust and Emerging Issues
- ❖ Research output and its communication
- ❖ Issues, Challenges and trends in India

Recommended Reading Books

- Locharoenrat, Kitsakorn.(2016). Research Methodologies for Beginners. Pan Stanford: CRC Press.
- Kumar, Ranjit.(2010). Research Methodology: A step-by-step guide for beginners.3rd ed. SAGE Publications.
- Creswell,John,W.(2013).Research design: Qualitative, Quantitative and Mixed Approaches. SAGE Publications.
- Slater, M. (1990) Research Methods in Library and Information Studies. London: L.A.
- Mohan, Radha.(2016).Using SPSS in research. Hyderabad: Neelkamal Publications Pvt. Ltd.
- Chen, Chuanfu & Larsen, Ronald.(2014).Library and Information sciences: Trends and Research.Springer Open.
- Kothari, C R (2008). Research Methodology: Methods and Techniques, New Delhi, New Age International (p) Limited
- Busha, C. H. (1980). Research Methods in **Librarianship: Techniques and Intrepretation. Orlando:** Academic Press.
- Kumar, K. (1992). Research Methods in Library and Information Science. New Delhi: Vikas

CWLIS-2 (a). Library System

Unit 1 Perspective of Library System (15 hrs)

- ❖ Fundamentals of library
- ❖ Library Systems
- ❖ Changing perspective of Library in Education system
- ❖ Implications for the development of library system.

Unit 2 Public Library System (15 hrs)

- ❖ Basics of Public Library
- ❖ Services governance, functions, modernization and trends
- ❖ Collections, users, finance and management
- ❖ Legislative support for Public Library

Unit 3 Academic Library System (15 hrs)

- ❖ Fundamentals of Academic Library
- ❖ Types, levels and services
- ❖ Governance, functions, users and finance,
- ❖ Management trends and modernization

Unit 4 Special Library System (15 hrs)

- ❖ Foundation of Special Library
- ❖ Levels, characteristics and services
- ❖ Governance, grievances, users and finance
- ❖ Management trends and modernization.

Recommended Reading List:

- Hada, Kapil Singh & Bajpal, R.P.(2014). Integrated Indian Public Library Systems. Patridge Publishing, India.

American Library Association. (1967). Minimum Standards for Public Library Systems. Chicago: ALA.

Barua, B P. (1992). National Policy on Library and Information Systems and Services for India: Perspectives and Projections. Bombay: Popular

Batt, Chris. (1998). Information Technology in Public Libraries, London: Library Association.

Gelfand, M A. (1974). University Libraries for Developing Countries. Delhi: University Book and Stationery.

Girja Kumar. (1987). Library Development in India. New Delhi: Vikas

Hingwe, K S. (1982). Management of University Libraries in India. Calcutta: The World Press.

CWLIS-2 (b). ICT Applications in Libraries

Unit 1. Fundamental Concepts. (15 hrs)

- ❖ Basics of ICT tools
- ❖ Trends and Developments
- ❖ ICT in Knowledge Society
- ❖ Disruptive Technology

Unit 2. ICT applications in Libraries (15 hrs)

- ❖ Local, national & global perspectives
- ❖ Place of ICT in Libraries
- ❖ Role in Library Modernization
- ❖ Issues, Challenges and Trends

Unit 3. Digital Library System (15 hrs)

- ❖ Digitization and Digital Library
- ❖ Software for Digital Library Development
- ❖ Digital collection and archiving
- ❖ Institutional Repositories

Unit 4. Emerging Trends (15hrs)

- ❖ Smartphone applications
- ❖ Social Networking Sites and Websites
- ❖ Subject Gateways and OSS
- ❖ Cloud computing

Recommended Reading List:

Bawden, David, (2001). Information and Digital Literacies: a review of concepts. Journal of Documentation, V 57 (2), pp. 218-259.

Morville, Peter and Rosenfeld, Louis. (2006). Information Architecture for the World

Wide Web: Designing Large-Scale Web Sites. 3rd ed. Sebastopol: O'Reilly Media.

Nair, R. Raman. (2002). Internet for Information Services. New Delhi: Ess Ess Publications.

Hussain, Akhtar.(2013). ICT based Library and Information Services.New Delhi: Ess Ess Publications.

Kumar, Lalit.(2016).ICT applications in Libraries.Lulu Publications.

Sidurkar, atul.R.(2017). Application of ICT in Libraries and Information Centres.D.P.S. Publications.

Sidurkar, atul.R.(2017). Application of ICT in Libraries and Information Centres.D.P.S. publications.

Deegan, Marilyn & Tanner, S. (2006) Digital Preservation. London: Facet Publishing.

Frank Rennie & Robin Mason. (2001). E-learning and Social Networking Handbook: Resources for higher Education. Amazon. Amazon. Com

CWLIS-2 (e). LIS Education

Unit 1. Foundation of LIS Education (15 hrs)

- ❖ Origin, Growth and Development
- ❖ Sociology of LIS Education.
- ❖ Global Trends in Library and Information Science Education.
- ❖ LIS Education in India and its trends

Unit 2. Curriculum and Courses (15 hrs)

- ❖ Different levels of Courses and Curricula
- ❖ Blending Tradition with technology
- ❖ Objectives and outcomes
- ❖ Multidisciplinary approach

Unit 3. Teaching techniques and evaluation (15 hrs)

- ❖ Innovative Techniques
- ❖ ICT Integration
- ❖ Traditional Methods
- ❖ Evaluation Programme

Unit 4. Faculty development (15 hrs)

- ❖ Capacity and Competency Building
- ❖ Faculty Development Programme
- ❖ Continuing Education for Faculties
- ❖ Training Facilities in India

Recommended Reading List:

Malhan, Inder Vir & Kaur, trishanjit (eds).(2016).Transformation of LIS education, Libraries and Information Services for Knowledge Society: Essays in Honour of Prof.Jagtar Singh, V-1.New Delhi: Ess Ess Publications.

Jange, suresh.(2019).trends, Challenges and opportunities for LIS Education and Practice: Festchrift in Honour of Prof. Muttayya Koganuramath.Shree Publishers & Distributors.

Abdullahi, Ismail; Karissiddappa, C.R. and Asundi, A.Y. (2014). LIS Education in Developing Countries: The Road Ahead.V165 of IFLA Publications. Watter de Gruyter GmbH & Co KG.

IFLA. (1985). Continuing Education: Issues and Challenges. New York: KG Saur

Naga, M.M. &Ibohal Singh, Ch. Ed.(2015). Changing Dimension in Librarianship: Prof. J.c. Bnwal Fetschriif. Guwahati: Nivendita Publications.

Agarwal, S. (1997). Library and Information Studies in India. In R. Prasher, Library and Information Science: Parameter and Perspective (Vol.1, pp. 88-104). New Delhi: Concept

Bramely, G. (1975). World Trends in Library Education. Great Britain: Redwood Burn Limited.

Lahiri,R.(1999). Professionalism and Research in Library and Information Science.New Delhi: Ess Ess Publications.

Mangla, P. (E.d.). Library and Information Science Education: Trends and Issues.

Karisiddappa, C.R. & asundi,A.Y.(2011).Readings in Library and Information Science Education in India, Imphal: Manipur University.

CWLIS-2(d). Library Management

Unit 1. Management thoughts (15 hrs)

- ❖ Basics of Management
- ❖ School of Management Thoughts

- ❖ Comparative analysis of recent managerial philosophies
- ❖ Trends in Library Management

Unit 2. Personal and Financial Management (15 hrs)

- ❖ Basics of Personal Management
- ❖ Job analysis, description and evaluation
- ❖ Basics of Financial Management
- ❖ Principles, types and resource mobilization

Unit 3. Management of Information Resources (15 hrs)

- ❖ Nature of Information Resources
- ❖ General management principles of information resources
- ❖ E-resources management
- ❖ Delivery of information resources

Unit 4. Collection Development Policy (15 hrs)

- ❖ Basics, concepts, formulation and types
- ❖ Planning for collection development
- ❖ Cooperative collection development-trends and challenges
- ❖ Collection evaluation and Review.

Recommended Reading List:

Hussey, Lisa.K & Velasquez, Diane.L.(2019).Library Mangement 101: A Practical Guide.American Library Association.

J.Sridevi.(2019). Library Management: A Practical Approach. Willford Press.

Elias M. Awad. (2010). Knowledge Management: Updated 2nd Edition (2010 Second Edition). Amazon. com.

Karin Kikoff.(2011) Electronic Resources Management in the Academic Libraries: A Professional Guide. Amazon. Com

Peter Clayton and G. E. Gorman. (2001). Managing Information Resources in Libraries: Collection Management in Theory and Practice. Amazone.com

Beardwell, Ian and Holden Len (1996). Human Resource Management: A contemporary perspectives. London: Longman.

Chabhra, T N et. Al. (2000). Management and Organization New Delhi: Vikas

Drucker Peter F. (2002) Management Challenges for the 21st century. Oxford: Butterworth Heineman.

CWLIS-2 (e) Trends in Bibliometrics

Unit 1. Basics of Bibliometrics (15 hrs)

- ❖ Meaning concepts and definition
- ❖ From Librametry to Bibliometrics
- ❖ Bibliometrics in LIS Research
- ❖ Changing Dimensions in Bibliometric Studies

Unit 2. Laws of Bibliometrics (15 hrs)

- ❖ Classical Laws of Bibliometrics
- ❖ Application of Bibliometric Laws
- ❖ Laws of Scientific Productivity
- ❖ Concentration Measures

Unit 3. Trends in Metric studies (15 hrs)

- ❖ Informetrics
- ❖ Scientometrics
- ❖ Webometrics
- ❖ Altametrics

Unit 4. Metric Applications**(15 hrs)**

- ❖ Citation Studies
- ❖ Impact Factor
- ❖ Web Impact Factor
- ❖ University/Institutional Ranking.

Recommended Reading List:

Gupta, Jyoti.(2015). Citation Studies: A Performance Evaluation Technique of LIS Scientists. Ess Ess Publication.

Qiu, Jumping .et al.(2017). Informetrics: Theory, Methods and applications. Springer.

Raju, Nemani Govinda. (2009). Bibliometric Applications: Study of Literature Use Patterns

Shukla, Akhandanand & Tripathi, aditya.(2015).Webometrics and Libraries. Ess Ess Publications.

Grzybowski, Andrzej.(2015). Impact Factor-Benefits and Limitations. John Wiley & Sons Limited.

Sangam, S. L. (2005). Scientometrics: Quantitative Methods for Library and Information Science. Bangalore: Content Craff.

Borgman, Christine L., ed. (1990) Scholarly Communication and Bibliometrics, Newbury Park, CA: Sage Publications, Inc.

Vaughan, Liwen. (2001). Statistical methods for Information professionals: A Practical painless Approach to understanding, using and interpreting statistics. N. J.: Information Today.

CWLIS-2 (f) Users Study and Information Literacy**Unit 1. Information Users****(15 hrs)**

- ❖ Meaning psychology and identification
- ❖ Categories and levels
- ❖ Characteristics of users
- ❖ As consumer and disseminator of information.

Unit 2. Users Needs**(15 hrs)**

- ❖ Information Needs and its Models
- ❖ Information seeking Behaviour
- ❖ Users in different information environment
- ❖ Contribution of Mensal, Paisley, Allan, etc.

Unit 3. Users Study**(15 hrs)**

- ❖ Origin, development and trends
- ❖ Different generations on user study
- ❖ Landmark and Benchmark studies
- ❖ Methods. Tools and Techniques

Unit 4. Information Literacy**(15 hrs)**

- ❖ Concepts, needs, objectives and areas
- ❖ Application in Library and Information Centres
- ❖ Guidelines and Standards
- ❖ Models of Information Literacy

Recommended Reading List

Alewine, Michael C & Canada, Mark.(2017). Introduction to Information Literacy for Students. John Wiley & Sons.

Walton, Geoff & Pope, Alison.(2006). Information Literacy: Recognising the need. Elsevier.

Sridhar, M.S.(2002). Library Use and User Research: With Twenty Case studies. Concept Publishing Company.

GG.C.(1999). Introduction to modern information retrieval : London: Library Association.

Katz, b. (Ed). (2003). Digital reference services. Binghamton, NY: Haworth Information Press.

Nast, P. (Ed). (2008). Accessing information needs: Tools, techniques and concepts for the internet age (2nd ed). London: ASLIB

Australian Library and Information Association Library Forum. (2006). Statement on Information Literacy for all Australian. Kingston: Australian Librarian Library and Information Association.<http://www.alia.org.au/policies/information.literacy.html>

CWLIS-3: Review of Published Research (Compulsory Paper)

The Research Scholars concerned has to prepare a Report of the Review of the Literature in his/her chosen topics followed by presentation in the form of a Seminar and Submission there on.

CWLIS-4 Research and Publication Ethics (RPE)

Course Structure

This course comprises of six modules listed in table below. Each module has 4-5 units

Modules Theory	Unit Title	Teaching Hours
Unit 1	Philosophy	4
Unit 2	Scientific Conduct	4
Unit 3	Publication Ethics	7
Practice		
Unit 4	Open Access Publishing	4
Unit 5	Publication Misconduct	4
Unit 6	Databases and Research Metrics	7
Total:		30

THEORY

Unit-1: PHILOSOPHY AND ETHICS (3 hrs)

- ❖ Introduction to philosophy: definition, nature and scope, concept, branches
- ❖ Ethics: definition, moral philosophy, nature of moral judgements and reactions

Unit- 2: SCIENTIFIC CONDUCT (5 hrs)

- ❖ Ethics with respect to science and research
- ❖ Intellectual honesty and research integrity
- ❖ Scientific misconducts: Falsification, Fabrication, and Plagiarism (FFP)
- ❖ Redundant publications: duplicate and overlapping publications, salami slicing
- ❖ Selective reporting and misrepresentation of data

Unit- 3: PUBLICATION ETHICS (7 hrs)

- ❖ Publication ethics: definition, introduction and importance
- ❖ Best practices/standards setting initiatives and guideline: COPE, WAME, etc.
- ❖ Conflicts of interest
- ❖ Publication misconduct: definition, concepts, problems that lead to unethical behaviour and vice versa, type
- ❖ Violation of publication ethics, authorship and contributor ship
- ❖ Identification of publication misconduct, complaints and appeals
- ❖ Predatory publishers and journals

PRACTICE

Unit- 4: OPEN ACCESS PUBLISHING (04)

- ❖ Open access publications and initiatives
- ❖ SHERPA/ROMEO online to check publisher copyright & self-archiving policies
- ❖ Software tool to identify predatory publications developed by SPPU
- ❖ Journal finder/journal suggestion tools viz JANE, Elsevier Journal Finder, Springer Journal Suggester, etc.

Unit- 5: PUBLICATION MISCONDUCT (4 hrs)

A. Group Discussions (2 hrs)

- ❖ Subject specific ethical issues, FFP, authorship
- ❖ Conflicts of interest
- ❖ Complaints and appeals: examples and fraud from India and abroad

B. Software tools (2 hrs)

- ❖ Use of plagiarism software like Turnitin, Urkund and other source software tools

Unit 6: DATABASES AND RESEARCH METRICS (7 hrs)

A. Databases (4 hrs)

- ❖ Indexing databases
- ❖ Citation databases: Web of Science, Scopus, etc.

B. Research Metrics (3 hrs)

- ❖ Impact Factor of journal as per Journal Citation Report, SNIP, SJR, IPP, Cite Score
- ❖ Metrics: h-index, g index, i10 index, Altmetrics

Recommended Reading List:

- Brinkmann, Svend.(2018). Philosophies of Qualitative Research.Oxford University Press.
- Paul, James L.(2005). Introduction to the Philosophies of Research and Criticism in Education and the Social Sciences. Prentice Hall.
- Novikov, A.M. & Novikov, D.A.(2013). Research methodology: From Philosophy of Science to Research Design. CRC Press.
- UNESCO.(2015).Research Evaluation Metrics.UNESCO:Paris, France.
- Suber, Peter.(2012). Open Access.MIT Press.
- Roberts, Tim. S.(2008).Student Plagiarism in an Online World: Problems and solution.IGI Global, USA.
- Menezes, Ritash, G; Giri, Smith; Pant, Sandip and Kharosah, M.A.(2014). Publication Ethics. SAGE Publications.
- Hook, Sidney; Kurtz, Paul and Todorovich, Miro.(1977).The Ethics of Teaching and Scientific Research.Prometheus Books.