

**A.VEERIYA VANDAYAR MEMORIAL SRI PUSHPAM COLLEGE
(AUTONOMOUS),
POONDI, THANJAVUR DIST.**

**Question Pattern for UG and PG Programmes for students to be
admitted during 2014 – 2015 and afterwards.**

Total Marks : 75

QUESTION PATTERN

**SECTION – A
(Question 1 to 10)**

10 x 2 = 20 Marks

1. Short Answer Questions.
2. Two Questions from each unit (All are answerable)

**SECTION – B
(Question 11 to 15)**

5 x 5 = 25 Marks

1. 5 Paragraph type questions with "either / or" type choice.
2. One question from each unit of the Syllabus.
3. Answer all the questions.

**SECTION – C
(Question 16 to 20)**

3 x 10 = 30 Marks

1. 5 Essay type questions – any three are answerable.
2. One questions from each unit of the Syllabus.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	14P1LSC1	Core – Library Information, Communication and Society	7	5

Unit I

Information and Information Science. Meaning, definitions and scope of Information, Data and Knowledge - Generation, Collection and dissemination.

Unit II

Communication-Models, Barriers, Library/Information centers as communication agencies.

Unit III

Information and Society: information and Social Change: Information as a resource commodity. Laws of Library Science

Unit IV

Library movement and legislation in India: definition and functions of library legislation- of Books and Newspaper Act 1954, Indian copyright Act. IPR Act

Unit V

Types of Libraries-public, academic, Special, national & their functions: Library extension services-Resource sharing Professional Associations in India, UK and USA-Role and structure of UNESCO, FID, IFLA, ILA and IASLIC.

Reference:

1. Atherton, Pauline, Handbook of information, system and services Paris: UNESCO 1977.
2. Berge, R.C.Libraries and cultural change. London: Clive Bingley, 1983, Buinchat, C and Menon, Michel, General Introductory Analysis, London: Clive Bingley, 1981.
3. Campbell, H.C. Developing public library system and service, 1983. Harrison, and Beenham, R: Basics of Librarianship.
4. Gravey, William D. Communication: Essence of science facilitating information.
5. Exchange among libraries. Scientists. Engineers and students Oxford: Pergamon Press 1987.
6. Bengel, R.C.Libraries and cultural change. London: Clive Bingley, 1983.
7. Jefferson, G.Library Co-operation, 1977.
8. Khanna, J.K.Library and Society, Kurushetra: Research Publication, 1987.
9. McGarry, Kevin J. Communication, Knowledge and Librarian, London: Clive Bingley, 1981.
10. McGarry, Kevin J. Changing Context of Information: An Introductory Analysis.
11. Ranganathan S.R.Five Laws of Library Science.
12. Shera J.H.Sociological foundation of Librarianship.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	14P1LSC2	Core – Planning & Management Of Library & Information Systems	6	5

Unit I

Management-concept, definition & scope, Schools of management. Principles and function of scientific management-System analysis and design-system evaluation, Management by object.

Unit II

Human resource management-Organization and structure planning- different types and steps in planning – planning technique establishing and formulating objectives National Information system and policy – Library buildings and equipment.

Unit III

Financial management-Budgeting-Techniques of methods PBBS, ZBB-cost benefit-cost effective analysis

Unit IV

Personal management recruitment selection-induction, orientation-employment training-control-leadership.

Unit V

Library budget-planning and execution.

Reference:

1. Cowley, John. Personnel management in Libraries. London: Clive Bingley, 1982.
2. Evans, G.E. Management Techniques for Librarians. New York: Academic Press, 1983.
3. Koontz, H. *et al.*, Management. 15th ed., Tokyo: McGraw Hill International, Japan.
4. Jones, N and Jordan, P. Steps Management in Library and Information Work. Aldershol, Gamer, 1982.
5. Lancaster, F.W Guidelines for evaluation of Information Systems and Services. Paris: UNESCO 1978.
6. Milttal, R.L. Library Administration, Theory and Practice, Delhi: Metropolitan Book company.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	14P1LSC3	Core – Information Sources & Services	6	4

Unit I

Documentary sources of information: Print, non-print including electronic: Categories of standard ready reference sources and their evaluation (Primary, secondary and tertiary).

Unit II

Basic reference service: reference service-concept, definition, needs purposed kinds of ready reference and long range reference services, referral service.

Unit III

Internet as sources of Information, E-Books, E-Journals, E-theses and E-report.

Unit IV

Search strategy-manual and online search. Methods of dissemination of information-CAS, SDI documentation services-Including Indexing, Abstracting, Translation and Reprographic.

Unit V

Bibliography-concept, definition, needs and purpose, types, reference values, Examples, compilation of bibliography, planning and steps.

Reference:

1. Battin. W.L.Ed. Hand Book of special Librarianship and Information Work, 4th Ed. London: Aslib, 1975.
2. Cheney Francis, Neel: Fundamentals of reference Sources, 1980.
3. Grohan, Denis, J.Science and technology: Introduction to literature, 4th Ed. London: Clive Bingley, 1982.
4. Higgins, G.Ed., Printed reference Materials, London: Library Association, 1982.
5. Houghton's B.Technical Information sources. London: Clive Bingley 1967.
6. Katz, W.A.Introduction to reference work.
7. Guha, B. Documentation and Information services, Techniques and Systems. Rev Ed2, Calcutta: World Press, 1983.
8. Girja Kumar and Krishan Kumar : Philosophy of User education. New Delhi: Vikas 1983.
9. Ranganathan.S.R.: Reference Service, Ed.2. Bombay: Asia 1961.
10. Ranganathan.S.R.: Ed, Documentation and its Facets. Bombay: Asia 1983.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	14P1LSC4	Core – Information and Communication Technology Application in LIS	5	4

UNIT – I: Web Technologies in Libraries

- i. Introduction of WWW, Internet, Search Engines.
- ii. Web 2.0 and Web 3.0 Features and functions
- iii. Web Directories, subject Gateways, Library Portals, etc.
- iv. Weblogs (blogs), Podcasts, RSS Feeds, Instant Messaging, Wikis, Flickr, etc.

UNIT – II: Integrated Library Automation and Networking Software

- i. Open Sources library software and applications
- ii. Web based library management software and application
- iii. Library software securities parameters
- iv. Virtual library

UNIT – III: Multimedia and Institutional Repositories

- i. Multimedia Applications in Libraries
- ii. Image Creation using Photoshop and CorelDraw, etc.
- iii. Institutional Repositories; Greenstone Digital Library, Dspace, and E-Prints, etc.

UNIT – IV: Introduction of Networks

- i. Types of Networks: Network components, Categories, LAN Standards and Inter – Network
- ii. Wireless Networking and Emerging Networking Technologies
- iii. Data Networks: Integrated services Digital Network (ISDN), Digital Subscribers Line (DSL), Asynchronous Transfer Mode (ATM), etc.
- iv. OSI Network Management Systems, etc.

UNIT – V: Emerging Technologies in Libraries

- i. RSS Feeds Technology and Libraries
- ii. Library Security Technology: RFID, Barcode, Smart Card and CCTV, etc.
- iii. Video Conferencing and Audio Conferencing
- iv. Functional Requirements for Bibliographic Records (FRBR)
- v. Digital Content Management System
- vi. Federated search and multimedia Database search
- vii. Protocols: Z39.50 Standard for Retrieval and OAI-PMH
- viii. Artificial Intelligence and Libraries
- ix. Expert Systems in Libraries.

Reference:

- i. BRADLEY (Phil). How to use Web 2.0 in your library. 2007. Facet Publishing, London.
- ii. CLYDE (Laurel). Weblogs and Libraries. 2004. Chandos Publishing, Oxford.
- iii. EVANS (Woody). Building Library 3.0: issues in creating a culture of participation, 2009. Chandos Publishing, Oxford.
- iv. GRIFFITHS (Peter). Managing your internet and intranet service: the information professional's guide to strategy. Ed.2. 2004. Facet Publishing, London.
- v. JANCZEWSK (Lech). Internet and intranet security management: risks and solutions. 2000. Idea, Hershey.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	14P1LSEL1A	Major Elective – Knowledge Organization and Information Processing (Theory)	6	4

Unit I

Need and purpose of classification for physical arrangement of documents and for the preparation of subject catalogue index. Universe of subject: Modes of formation of subjects. Different types of subject.

Unit II

Introduction to Library classification-Schemes for classification-CC, DDC and UDC Common Isolates and standard sub division in CC and DDC.

Unit III

Designing depth classification- Normative principles of classification and application, canons and principles-principles of facet sequence-Canons of classification (Ideal Plan) Principles of helpful sequence.

Unit IV

Concepts of library catalogue-objectives and functions-physical and inner forms centralized and cooperative catalogue. Compilation of union catalogue, UBC Standardization- ISBD(G) – MARC format.

Unit V

Current trends and development in catalogue and classification-ISBN-ISSN etc.

Reference:

1. Krishna kumar, Theory of classification, 4th Rev. ed Delhi: Vickas Publishing house, 1988.
2. Needham, C.D. Organizing knowledge in Libraries. London 1971.
3. Ranganathan, S.R. Prolegomena to Library Classification, Ed.3. Asia Publishing House, 1967.
4. Anglo American cataloging Rules Ed. 2. 1988.
5. Bake well, KGB., Manual of cataloging practice, 1972.
6. Girja kumar and krishan kumar: Theory of cataloging Ed.4. Vikas Pub. House, Delhi 1986.
7. Krishan kumar: Introduction to AACR II 1986.
8. Ranganatham, S.R.: Classified catalogue Code: Theory and practice. Agra: Shivalal Agarwala and Company, 1978.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	14P1LSEL1B	Major Elective – Information Processing and Retrieval System	6	4

Unit I

General theory of subject indexing – Type of Indexing System – Chain Indexing PRECIS, POPSI – Post Co-Ordinate Indexing Systems. Uniterm indexing. Optical coincidence system, Edge notched system – keyword indexing, KWIC KWOC, KWAC, Citation indexing.

Unit II

Vocabulary control devices – Thesaurus; Classaurus – Thesarofacet application; Design and Construction of LCSH and SLSH, WORD NET (Open thesaurus)

Unit III

Bibliographic description of print and Non-print media: MARC, AACR II and Common Communication Format (CCF) ISO: 2709, ISBD, DUBLIN Core metadata.

Unit IV

Automatic Indexing – computer based indexing systems and methods.

Unit V

Components of information retrieval system – Recall and Precision – Search strategy – Evaluation of indexing languages – Boolean operators. Trends in information retrieval models.

Reference:

1. Andeson, B. Universal Bibliographic Control. Mountain Verlag Documentation, 1974.
2. Austin, D. Precise: A manual of Concepts, Analysis and subject indexing London: British Library, 1984.
3. Bohdan, A.G. An Introduction to subject indexing, London: Clive Bingley, 1982.
4. Borden: Introduction to cataloguing and classification, London: European, 1980.
5. Davidson D. Bibliographic Control, Ed 2. London: Bingley 1981.
6. Foskett A.C., The subject approach to information, Ed 4. London: Clive Bingley 1982.
7. Gredly, Ellen and Hopkins, Allan, Exchange of bibliographic data: MARC and other International formats. Ottawa: Canadian Library Association, 1990.
8. Documentation – Format for Bibliographic Information Inter change on Magnetic Tape. Ed 2 Geneva: ISO 2709.
9. Hunter E.J. and Nakwell cataloguing. London: Clive Bingley 1982.
10. Krishnan Kumar, Theory of Cataloguing, New Delhi: Clive Bingley 1982.
11. Matlby A., Classification in the 1970S. A second; look: London Clive Bingley 1987.
12. Needham C.D. Organizing Knowledge in Libraries London: Andrew Dentson, 1971.
13. Verma A.K. Trends in Subject indexing, Delhi, Mittal 1984.
14. Collison, Robert, I. Indexes and indexing. 3rd rev. ed. London, Ernest Bess, 1969.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	14P2LSC5	Core – Library Automation	6	5

UNIT I

Definition, Scope, Need and purpose of planning and implementation of Library Automation.

Unit II

Automation of In - house operations- Acquisitions, cataloguing, Circulation, serial control, OPAC and Library Statistics.

Unit - III

Automation in Libraries – Problems and prospects – Interlibrary Lending

Unit – IV

Library Automation in preservation, Preservation Policies and Management of Modern Libraries

Unit – V

Multilingual bibliographical databases, Library Automation Software – Like SOUL

References :

1. Pandey, S.K. Encyclopaedia of Library Automation Systems and Network – 6 Vols.
2. Balakrishnan. S, Paliwal. P.K. Serials Automation, New Delhi, 2001.
3. Rajiv Adhikari, Library Preservation and Automation, New Delhi, 2002.
4. V.K. Iyer, Networking and the future of Libraries, New Delhi, 1999.
5. Vibhuti Agarwal, Library Networking, Challenges and Opportunities, Delhi, 2000.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	14P2LSC6	Core – Research Methods and Statistical Techniques.	7	5

Unit I

Research – concept, meaning, need and process of research: types of Research – Basic, Applied and Interdisciplinary.

Unit II

Research Design: Hypotheses, Identification and Formulation of Problem-Data collection, sampling types of Techniques. Literature search – Print, non print and electronic sources.

Unit III

Methods of Research: Scientific methods, historical, Descriptive, Case study, Survey, Comparative and Experimental.

Unit IV

Research Techniques and tools – questionnaire – Interview and observation, Research Methods in Library and Information service.

Unit V

Data Analysis – Analysis and classification measures of central tendency – Mean: Mode & Median, Writing research report, Structure of report An Overview of SPSS Package. Correlation and Chi-square test.

Reference:

1. Charles H. Busha & Stephen, P Harter, Research Methods in Librarian ship Techniques and interpretation. New York Academic Press. 1980
2. Gopal (M.H.) An Introduction to Research Procedure in Social research. New Delhi: Vikas Publishing House, 1992.
3. Methodology of research in social science. Mumbai: Himalaya, 1993.
4. Panda (B.D.) research Methodology for Library Science. New Delhi Anmol publications, 1997.
5. Hrishan Kumar. Research Methods in Library and Information Science. New Delhi Vikas Publishing House 1993.
6. Sreenikhi Iyengar, Researches in Library Science. New Delhi Anmol publications, 1996.
7. Seetharama(s) & Karisiddappa (C.R.) Current Research in Library & Information science. Jaipur: RBSA Publisher 1993.
8. Sardana Seghal: Statistical Methods of Librarian. Delhi: ESS publication 1982.
9. Yount .P.U. Scientific social surveys and research.
10. Ravinchandra Rao, Quantitative methods in Library & Information Science. Delhi: Wiley eastern company, 1983.
11. Prakash srivastava: Advance research methodology, Prentice Hall, 1984.
12. Goswami: Research methodology in Library & Information science, New Delhi com monwealth publishers, 1995.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	14P2LSC7	Core – DataBase Management Systems	6	4

Unit I

Introduction – purpose of database system – view of data – data models – database languages – Transaction and storage management – DBA – user – overall system structure.

Unit II

Relational model: structure of Relational database – SQL basic structures – set operations – Aggregate function – Null value – Nested sub queries – Derived relations – Views.

Unit III

Storage and file structure – overview of physical storage media – magnetic disks – RAID – tertiary – storage Access – File organization – organization of record in Files.

Unit IV

Distributed Database – data storage Network Transparency – Active databases – Decision support systems – data Analysis – data mining – data warehousing – Geo informatics – Spatial Geographic databases.

Unit V

Multimedia databases – Mobile databases – Information Retrieval systems – Distributed Information Systems – Bio Informatics – Biological databases.

Reference:

1. An Introduction to database systems, 5th Ed., C.J. Date, Addison Wesley/Narosa, Indian student Ed.,
2. Database System concepts Abraham Silberschatz. Henry F. Korth S.Sudarshan the T.M.H. Companies. 1997.
3. Data Warehousing in the real world, Sam Analory and Dennis Murray. Addison Weley.
4. Distributed Databases Principles & Systems. Stefeno Ceri & Giusepepelagatti. Mc,Graw Hill.
5. Designing Relational database systems, Rebbcca, & M.Rcordan, WP publishers & distributors Pvt. Ltd.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	14P2LSC8	Core – Preservation and Conservation of Information Materials	5	4

Unit I

Nature, types of writing materials – characteristics of Library materials – types of Library materials.

Unit II

Paper materials – origin of paper making – hand machine made – quality, volume, size etc.

Unit III

Preservation and conservation techniques – Definition – types of preservation – preservation in Ancient time – Archives preservation.

Unit IV

Factors of destroying agents of library collection – Physical, Biological & Chemical control measures like repairing dusting and binding – type of bindings.

Unit V

Digital Archives and Preservation of electronic resources.

Reference:

1. Mukerjee, B.B. Preservation of Library materials Archives, documents, Calcutta, World press, 1973.
2. Metha, S.P Art & Science of book preservation, Pune: Swamy publication 1976.
3. Singh, R.S: Conservation of documents in Libraries, Archives and Museums, New Delhi: Aditya Prakashon, 1993.
4. Sharma, C.K. Book Selection & Physical bibliography, New Delhi Metropolitan Books, 1976.
5. Kent, Allen Ed: Encyclopaedia of Library and Information science Vol 23 Newyork; Marcel, 1983 PP 180 – 122.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	14P2LSEL2A	Major Elective – Knowledge Organization and Information Processing (Practice)	6	4

- ♦ Classification of documents according to colon classification (6th revised) and Dewey Decimal classification 19th Ed.
- ♦ Classification of documents representing simple subject.
- ♦ Classification of documents having common isolates.
- ♦ Classification of documents representing complex subject
- ♦ Assignment of book number (Using at least one standard book numbering system)
- ♦ Cataloging of simple and complex documents.
- ♦ Assigning subject heading using at least one standard subject headings. Cataloguing documents using classified – catalogue code. Ed.5 and Anglo American Cataloguing Rules 11.1978.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	14P2LSEL2B	Major Elective – Documentation For Research Reporting	6	4

Unit I

Research report – Format Features.

Unit II

Kinds of sources of information for research.

Unit III

Bibliography – Definitions: Scope; types and reference values. Compilation of a Bibliography – planning and steps involved.

Unit IV

Citation – Definition: Need and Purposes.

Unit V

Citation of Electronic documents.

Reference:

1. Fowler (WS): Development of Scientific method, London Macmillan, 1963.
2. Goods (WJ) and Hatt (PK): Methods in research New York. MCGraw Hill 1985.
3. Sardana Seghal: Statistical methods of librarian, Delhi ESS ESS, publication 1982.
4. Line (MB) Library surveys, London, Clive bingley 1967, Delhi.
5. Young (PU): Scientific social surveys & research.
6. Kothari: Research Methodology: New Delhi, wiley, eastern 1995.
7. Saravanavel: Research Methodology: Allahabad Kitabh Mahal, 1994.
8. Ravichandran Rao, Quantitative methods in library & Information Science. Delhi Wiley Eastern company, 1983.
9. Gosmi Research methodology in Library & Information Science, New Delhi: Common wealth publishers.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
III	14P3LSC9	Core – Library Organization and Routines	6	5

Unit I

Library acquisition of reading – Book selection – Book ordering – Non – book material selection – accessioning-serial control Routines – Technical section routines. Acquisition of Electronic resources.

Unit II

Circulation control routines, Changing systems, Reservation of Books etc., ISBN, ISSN, cataloging in Publication (CIP)

Unit III

Closed and open access system, stock verification – self rectification and weeding out Policy.

Unit IV

Various Library records – library statistics – Annual Report.

Unit V

Preservation and conservation of Books and Non-Books materials.

Reference:

1. Sengupta B. and Mookerjee.K. Library Organisation and administration – 1977.
2. Viswanathan: C.G. Introduction of Library Organization with Special reference³ in India 1978.
3. Fundamentals of Library Organization B.R Publishing Corporation: New Delhi, 1978.
4. Sengupta B.S. & Mookerjee K. Library Organization and administration, 1977.
5. Mahavir singh, Motivation and organizational climate. Sterling publisher, New Delhi.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
III	14P3LSC10	Library and Users	6	4

Unit I

Techniques of Library and Information Center Survey: Proforma method, Interview method and Records analysis method.

Unit II

Information Users and their Information Needs: Categories of information users, Information Needs-Definitions and models.

Unit III

User Studies: Method and techniques of user studies and Evaluation of User Studies.

Unit IV

User education in developing countries-User Education in the UK, USA and India

Unit V

Online User Education and Information Technology-Strategy development-Teaching methods and aids for user education-User education through Audio Visual aids.

Reference:

1. ADAMS, Mignon S and MORRIS, Jacquelyn M. Teaching Library skills for academic credit. Oryx Press, 1985.
2. BEABIEN, Anne K and others, Learning Library: Concepts and methods for effective bibliographic instruction.
3. DEVARAJAN G, User approach to Information in Libraries, New Delhi: ESS ESS, 1989.
4. FJALLBRANT, Nancy and MALLEY, LAN User education in Libraries. Rev, Ed.2, London: Clive Bingley, 1984.
5. GIRJA KUMAR and KRISHNA KUMAR. Philosophy of user education, New Delhi: Vikas publishing, 1983.
6. LUBAS, John Ed., Educating the public Library user American Library Association, 1983.
7. SATYA NARAYANA B, User Education in Academic Libraries. New Delhi: ESS ESS, 1988.
8. STEVENSOR, M.B. User Education Programmes: A study of their development, organisation, Methods and Assessment. London British Library Research and development department, 1977.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
III	14P3LSC11	Core – Information Technology	6	4

Unit I

Information Technology – components – impact of IT on society.

Unit II

Computer technology : Generation of Computer – components and types – Hardware, Software : System and application. Input, Output and storage devices.

Unit III

Communication Technology: telecommunications – Transition media, switching systems, Bandwidth multiplying, modulation protocols – Wireless communications.

Unit IV

Communication tools and techniques: Fax, E-Mail, Tele-conferencing / Video Conferencing: Bulletin Board service, Tele text, Videotext, Voice mail.

Unit V

Networking concepts: topologies – Types – LAN, MAN and WAN : Hypertext, Hypermedia Multimedia, Integrated service Digital Network (ISDN), Open Systems inter-connections(OSI)

Reference:

1. Chadha,(R.K.) and Gupta (S.R.) Ed, Information Technology. New Delhi: Sarita 1995.
2. Harris and Steve, Networking and Tele communications for information systems: An introduction to information Networking London: La, 1993.
3. Taxali(R.K.) PC software made.
4. Rich, Elaine and Knight, Kevin, Artificial Intelligence, 2nd ed. New Delhi TMH, 1994.
5. Viswanthan T. Communication Technology, New Delhi TMH 1995.
6. Kennedy, George: Electronic Communication Systems, 3rd ed. New Delhi TMH 1991.
7. Goucher, Phill Communication and Networks, 2nd ed. New Delhi. Affiliated East West
8. Burns A. New Information Technology, 1984.
9. Black U.Emerging Communication Technologies, New Delhi: Virgo, 1992.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
III	14P3LSC12	Core – Bibliometrics	6	5

Unit I

Bibliometrics : scope, definition, usage, a historical view of Librametry – Bibliometrics – Informetrics. Types of Bibliometric – Discriptive and evaluative Bibliometrics, Webometrics

Unit II

Laws and models-Empirical Laws and models-law of scattering, Bradford law of scattering: Lotka's law – zip's law – Garfield law – their definitions and applications.

Unit III

Parameters in Bibliometrics studies: Variable scale objective, Multiple authorship trend – factor analysis – cluster analysis – content analyses.

Unit IV

Citation Analysis, Definition, Theory of citing, Methods and tools, styles, different forms of citations, Age of citation, citation counts – citation Indexing – Its theory and concepts – Usefulness of science citation index.

Unit V

Study Literature of different subjects – Explain of Literature – Literature of obsolescence, Annual age factor, half life corrected obsolescence factor – price's theory of Exponential growth.

Reference:

1. Garfield (E) Citation indexing. 1971.
2. Sengupta (I) Bibiometric Research.
3. Ravichandra Rao(IV): Quantitative methods in Library & Information science. Delhi w ley Eastern, 1983.
4. Kent (Allen): Encyclopedia of Library & Information science, Vol3 New York, Marcel Dekkar.
5. Ravichandra Rao (Iu): Informatics, 1992.
6. Gupta (SP) Statistical Methods, 1978.
7. Karft (DH) & Boyce (BA): Operation Research of Libraries and Information Agencies: Techniques for evaluation of management decision. 1991.
8. Morse(PM) : Library effectiveness: A system approach 1968.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
IV	14P4LSC13	Core – Information System and Centers	7	5

Unit I

Components of information systems-Libraries, Documentation centers, Information centers, Data banks, Information analysis centers, Referral centers, Clearing Houses, Reprographic and translation centers-Their function and services.

Unit II

National Information systems: INSPO, DESIDOC, NASSDOC, SENDOC and INFLIBNET.

Unit III

Global Information systems: INIS, AGRIS, INSPEC, MEDLARS, NISCAIR.

Unit IV

Role of Information organization: UNESCO, SPINES, PGI, FID, IFLA.

Unit V

Information products and series – News letters, House Bulletins in – house Journals, state of art reports, digest and Technical Digest.

Reference:

1. Edvard Evans (G) Management Techniques for Librarians, 2nd Edition, New York: Academic Press. 1983.
2. Chapman., Edvard A. Pierre Paul L St. and Lubans John Jr: Library systems analysis, Guide lines New York: Wiley Inter Science 1970.
3. Lancaster F.W.: The measurement and evaluation of library and information services, Washington Information Resources Press, 1977.
4. Underwood Peter.G., Managing change in Libraries and information Services: a system approach.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
IV	14P4LSC14	Core – Electronic Library	7	5

Unit I

Electronic Library and Digital Library: Concepts, Definition, Scope, History and Development.

Unit II

Electronic Library tools – Hardware, Networking aspects including internet software package for digital libraries – Creating Institution Repositories.

Unit III

E-Resources – E-Document, E-Journals, E-Zine, Consortium – INDEST, UGC - INFONET

Unit IV

Rights Management, Intellectual Problems, Rights, Perspectives and Problems, E-documents, E-Commerce and E-Journals.

Unit V

Internet Basic features and tools connectivity – dialup, leased lines, ISDN, Digital subscriber lines – E-mail, SMDP, POP3CK.

Internet protocols – FTP, HTTP – Web Browser – Internet Explorer: Internet Publications.

Reference:

1. The electronic Library, New York, Neal Schuman, 1984.
2. Electronic Mail and message handling, Vernest peter, London Press, 1985.
3. Communication and Networks: Goucher Phil: 2nd ed . New Delhi: Affiliated East–West, 1993.
4. Information access through networks, Hyderabad: Book Links, 1996.
5. Effective Library and Information Centre, Management: Aldershort: Gower, 1990.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
IV	14P4LSP15	Core – PL – Information Technology (Practical)	6	4

Unit I MS Word

Text manipulation – Usage of numbering and bullets – usage indenting and spelling – table manipulation – inserting and deleting columns and rows – Mail merge – Picture insertion – Creation of documents using templates.

Unit II MS EXCEL

Types of function usage formula and built in function-File manipulation – Data sorting – Work sheet preparation, usage of auto formatting.

Unit III MS POWER POINT

Frame movement and inserting clip arts inserting pictures, inserting new slider, drawing graphs, copying picture from previous slides, usage of design templates.

RDBMS:

Unit IV

Creating, updating and inserting into database, user select statement for queries using.

1. AND, OR NOT Operators
2. UNION, INTERSECTING, MINUS
3. SORTING AND GROUPING

Unit V

Nested queries using SQL

1. Sub Queries
2. Join
3. Built in function of SQL

Reference:

1. Unit 1, 2, 3, - MS Office 2000 Ron Mansfield, Tata Mc Graw Hill.
2. Unit 4, 5 – Data Base system Concepts, Abraham Silberschatz Henry F.Korth, S.Sudharshan, T.M.H.Companies.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
IV	14P4LSEL3A	Major Elective – Information Marketing	6	4

Unit I

Information as a commodity and resource – Information products – nature and types marketing of information – need – methods.

Unit II

Marketing skills – communication skills – documentation skills – soft skills.

Unit III

Marketing research : definition, function's types and scope – application – technique's – marketing information systems – components – functions.

Unit IV

Marketing mix : Designing – product mix strategy – Kotlers Four C's Mc carthy's Four P's – Competition Analysis – Pricing – Methods.

Unit V

Market segmentation – Targeting – Geographic – Demographic – Behavioral – Psycho graphical segmentation – user behaviour – adoption, marketing plan – marketing advertisement.

Reference:

1. Philip Kotler, "Dream Vacations: The Booming Market for designed Experiences", New York: Free Press 1999.
2. Irving J.Rein, Philip Kotler, and Martin Stoller, High Visibility, Chicago: NTC Publishers, 1998.
3. Robert Lauterborn, "New Marketing Litany: 4P's Passe; C-Words Take Over," Adverting Age, October 1, 1990, p.26.
4. Peter Drucker, Management: Tasks, Responsibilities and Practices, New York: Harper and Row, 1973, Ch.7.
5. Theodore Levitt, "Marketing Myopia," Harvard Business Review, July – August 1960, 45-56.
6. Based River, NJ: Prentice Hall, 2003, Appendis.2.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
IV	14P4LSEL3B	Major Elective – Web Technologies	6	4

Unit I

Web Technology – concepts

Unit II

Internet / Intranet components – Services, Web Browsers, Search Engines, Web security, Web tools.

Unit III

Global Information System (GIS) Global Positioning System (GPS), Metadata, Digital object Identifier (DOI) Determining.

Unit IV

DSS, Artificial Intelligence, Expert system, knowledge based systems, Meaning – use and application in LICS.

Unit V

Satellite communication – other media's.

Reference:

1. WEB Design – Molly.
2. Web commerce technology hand book.
3. Web Programming – Krish james.
4. Web Site – Wynkoop.
5. ASP / MTS / ADS. Web Security – Harisome.
6. Data Mining – Adrian's.
7. Data mining technologies Tools and Trends – Huraising.
8. Visual data – Souckup.
9. Digital communication Techniques – Digital Computer Design Web. Rajaraman.