

A.V.V.M. SRI PUSHPAM COLLEGE (AUTONOMOUS), POONDI

Programme: M.L.I.S.

Department: Library and Information science

Syllabus Revision 2017-2018

S.No.	Courses	Number of courses having changes
1.	Core Course	08
2.	Elective Course	01
	TOTAL	09

Total Number of Courses : 23

Total Number of Courses having changes : 09

Percentage of Revision : 39.1%

Note:

The content of the syllabus which has been revised is highlighted.

MLIS - (Master of Library and Information Science) - (2017 - 2018)

S. No	SEM	Category	Paper Code	Title of the paper	Maximum Marks			Minimum Marks for Ass			Hours Week	Credits
					CIA	E.E	Total	CIA	E.E	Total		
1	I	Core	17P1LSC1	Library Information, Communication and Society	25	75	100	10	30	50	6	5
2		Core	17P1LSC2	Planning & Management Of Library and Information Systems	25	75	100	10	30	50	6	5
3		Core	17P1LSC3	Information Sources & Services	25	75	100	10	30	50	6	4
4		Core	17P1LSC4	Information and Communication Technology Application in LIS	25	75	100	10	30	50	6	4
5		Major Elective-I	17P1LSEL1A	Knowledge Organization and Information Processing (Theory)	25	75	100	10	30	50	6	4
			17P1LSEL1B	Information Processing and Retrieval System								
6	II	Core	17P2LSC5	Library Automation	25	75	100	10	30	50	5	5
7		Core	17P2LSC6	Research Methods and Statistical Techniques	25	75	100	10	30	50	5	4
8		Core	17P2LSC7	Database Management System	25	75	100	10	30	50	5	4
9		Core	17P2LSC8	Knowledge Management	25	75	100	10	30	50	5	4
10		Core	17P2LSC9	Preservation and Conservation of Information Materials	25	75	100	10	30	50	5	4
11		Major Elective-II	17P2LSEL2A	Knowledge Organization and Information Processing (Practice)	25	75	100	10	30	50	5	4
			17P2LSEL2B	Documentation of Research Reporting								
12	III	Core	17P3LSC10	Library Organization and Routines	25	75	100	10	30	50	5	4
13		Core	17P3LSC11	Library and Users	25	75	100	10	30	50	5	4
14		Core	17P3LSC12	Information Technology	25	75	100	10	30	50	5	4
15		Core	17P3LSC13	Bibliometrics	25	75	100	10	30	50	5	5
16		Core	17P3LSC14	E-Publishing	25	75	100	10	30	50	5	4
17		EDC	17P3LSEDC	Extra Disciplinary Courses	25	75	100	10	30	50	4	-
-		-		Communicative Skill and Personality development	-	-	-	-	-	-	1	-
18	IV	Core	17P4LSC15	Information System and Centers	25	75	100	10	30	50	6	4
19		Core	17P4LSC16	Electronic Library	25	75	100	10	30	50	6	4
20		Practical	17P4LSP17	Information Technology (Practical)	40	60	100	16	24	50	6	4
21		Major Elective-III	17P4LSEL3A	Information Marketing	25	75	100	10	30	50	5	4
			17P4LSEL3B	Web Technology								
22		CN	17P4LSCN	Comprehension	-	-	100	-	-	50	5	2
23		Project	17P4LSPR	Project/ Internship/ Field Visit	40	60	100	16	24	50	1	4
-				Communicative Skill and Personality development	-	-	-	-	-	-	1	-
Total Mark							2300				120	90

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	17P1LSC2	Management Of Library and Information System	6	4

Objectives

- To know the concept definition of management
- To understand the various operations of Library and Information Centers

Unit I

Management-concept, definition & scope, Schools of management. Principles and function of Scientific Management-System analysis and design-system.

Unit II

Human resource management-Organization and structure, recruitment selection-induction, orientation-employment training-control-leadership.

Unit III

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

Unit IV

Planning- Concept, designing, different types and steps in planning – planning technique establishing and formulating objectives, National Information system and policy.

Unit V

Performance Evaluation, TQM, MIS, MBO, Library Budget; Library buildings and equipment.

Reference:

1. Balloffet Nelly, Preservation and Conservation for Libraries and Archives: Ess Ess Publications, New Delhi, 2011.
2. Bhagwatiben Govindbai Prajapati, Preservation of Library Collection: Discovery, New Delhi, 2012.
3. Dabas, KC, IT Applications doe TQM and Library Marketing: Ess Ess Publications, New Delhi, 2009.
4. Devendra Reddy, K, Job satisfaction Among Library Professionals: Common wealth, New Delhi, 2014.
5. Elguindi Anne, Electronic Resource Management: Chanakya, New Delhi, 2012.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
I	17P1LSC4	Information and Communication Technology Application in LIS	6	4

Objectives

- To know the basic concepts of Information and communication Technology
- To train the students in applying Information technology in libraries and information centers and concepts of networking and web technology

UNIT – I:

Information Communication and technology (ICT) – Concept, Definition, Need, Purpose; Component of ICT.

UNIT – II:

Integrated Library Automation and Networking Software, Open Sources library software and Commercial software- Security parameters.

UNIT – III:

Network – introduction of network, concept, definition. Topology of Network. Data Networks. Integrated services – DSL, ATM.

UNIT – IV:

Emerging Technology – CCF, RSS Feeds. Library Security Technology.

UNIT – V:

Multimedia Applications in Libraries- Initiative in India and International. Institutional Repository – Green Stone, GSDL, Dspace, e-print,

Reference:

1. GRIFFITHS (Peter). Managing your internet and intranet service: the information professional's guide to strategy. Ed.2. 2004. Facet Publishing, London.
2. JANCZEWSK (Lech). Internet and intranet security management: risks and solutions. 2000. Idea, Hershey.
3. Bose Sanjay K. Hardware and Software of Personal Computers, New Delhi: Wiley Eastern, 1991
4. Chowdry G&Chowdry Sunitha, Electronic Information Sources, London: Fact, 2001.
5. Dilli, KT, Library and Information Science in a Digital Era, Atlantic , New Delhi, 2011.

Semester	Subject Code	Title of the Paper	Hours of Teaching /Week	No. of Credits
I	17P1LSEL1A	Major Elective – I Knowledge Organization and Information Processing (Theory)	6	4

Objectives

- To know the basic concepts and terminologies in IPR
- To understand the relevance of various IPR systems and techniques

Unit I

Classification – Concept, Definition, Need and Purpose. Universe of subject: Modes of formation of subjects.

Unit II

Schemes for classification-CC, DDC, UDC and LC.

Unit III

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

Unit IV

Library catalogue-Concept, definition, purpose, objectives and functions-physical forms centralized and cooperative catalogue. Union catalogue, UBC Standardization-ISBD(G) – MARC format.

Unit V

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

Reference:

1. Lancaster, F. W. (2003). Indexing and abstracting in theory and practice. Library Association, London
2. Dhawan, KS, Principles of Information Retrieval: Common Wealth, New Delhi, 1997.
3. Kumbhar, R. (2011). Library classification trends in the 21st century. Burlington: Elsevier Science.
4. Husain, Sabahat. (2004). Library classification: facets and analysis. Delhi: B. R. Publishing.
5. 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
II	17P2LSC5	Library Automation	5	5

Objectives

- To know the various in house operations of Libraries and Information Centers
- To apply and learn the computerized in house operations

UNIT I

Library Automation- 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.

Unit – IV

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

Unit – V

Library Automation Software – SOUL, LIBSYS.

References:

1. Anita Rosen, E-Learning 2.0: Proven Practices and Emerging Technologies: Reference Press, New Delhi, 2011.
2. Balakrishnan. S, Paliwal. P.K. Serials Automation, New Delhi, 2001.
3. Rajiv Adhikari, Library Preservation and Automation, New Delhi, 2002.
4. Sampath Kumar. GK, Digital Library Automation, Akam, Chennai, 2011.
5. Dilli, KT, Library and Information Science in a Digital Era, Atlantic , New Delhi, 2011.

Semester	Subject Code	Title of the Paper	Hours of Teaching /Week	No. of Credits
II	17P2LSC6	Research Methods and Statistical Techniques.	5	4

Objectives

- To understand to concept research and its type
- To plan research design, interpret and present research report

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- sampling types. 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

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

Unit V

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

Reference:

1. Panda (B.D.) research Methodology for Library Science. New Delhi Anmol publications, 1997.
2. Connaway, Lynn Silipigni & Powell, Ronald R. (2010). Basic research methods for librarians. 5th ed. Santa Barbara, CA: Libraries Unlimited
3. Lawal, I. O. (2009). Library and information science research in the 21st century: a guide for practicing librarians and students. Oxford, UK: Chandos Pub.
4. Das, N.G. (2009). Statistical methods. Calcutta: Tata McGraw-Hill.
5. Khan, M. A. (2002). Research methods in library and information science. New Delhi: Cosmo Publications.

Semester	Sub. code	Title of the Paper	Hours of Teaching / Week	No. of Credits
II	17P2LSC8	Knowledge Management	5	4

Objective

- To explain process and features of Knowledge Management
- To explain knowledge transfer.

UNIT I:

Knowledge Management: Concept and definition, Need for Knowledge Management in the emerging and changing business environment – Understanding knowledge; Types of knowledge - explicit and tacit knowledge – Knowledge works changing role of Library and Information professionals.

UNIT II:

Knowledge creation and capturing Knowledge creation model – Capturing tacit Knowledge.

UNIT III:

Knowledge codification and organization: Knowledge base-Knowledge mapping, decision trees, decision tables a frames etc.

UNIT IV:

Knowledge transfer and sharing steps in knowledge transfer. Knowledge transfer in E-World, role of Internet E-Business / E-Commerce.

UNIT V:

Tools for knowledge Management - Neural network Data mining – Legal and ethical issues in Knowledge Management Suggested Readings

Reference:

1. Abell Angela and Nigel Oxbrow, Competing with Knowledge: The Information Professional in the Knowledge Management Age. London: Facet Publishing, 2001.
2. Manoharan A, Decision Making and New investments in Knowledge Resource Centres, PG Department of Lib. Infn. Sci., Trichy, 2011.
3. Bikowrtx W. R.: Knowledge Management Delhi PHI. 2000
4. Narayanan, GJ Knowledge and Information Perspectives and Prospects. Ess Ess, New Delhi, 2010.
5. Dhiman A.K.: Knowledge Management for Librarians. New Delhi: Ess Ess, 2009

Semester	Subject Code	Title of the Paper	Hours of Teaching /Week	No. of Credits
III	17P3LSC10	Library Organization and Routines	5	4

Objective

- To know the importance of Library Routines
- To explain the library organization.

Unit I

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

Unit II

Circulation control routines, Charging system, Reservation of Books etc.

Unit III

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

Unit IV

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 – 1997.
2. Viswanathan: C.G. Introduction of Library Organization with Special reference³ in India 2000.
3. Fundamentals of Library Organization B.R Publishing Corporation: New Delhi, 1998.
4. Sengupta B.S. & Mookerjee K. Library Organization and administration, 1987.
5. Mahavir singh, Motivation and organizational climate. Sterling publisher, New Delhi.2005

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
III	17P3LSC13	Bibliometrics	5	5

Objectives:-

- To briefly explain the Bibliometric studies
- To explain Citation analysis

Unit I

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

Unit II

Classical Law of Bibliometrics - Bradford law of scattering: Lotka's law – Zip's law – Garfield law- and their application.

Unit III

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

Unit IV

Citation – Concept, Definition and Theory of citation. Different Forms of citations, Age of citation, citation counts – citation Indexing: H-Index, G-Index, SCI, SSCI.

Unit V

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

Reference:

1. Akhandanand Shukla, Webometric Studies and Libraries, Ess Ess, New Delhi, 2015.
2. Ashwini, Tiwari, Bibliometrics, Informetrics and Scientometrics : Opening New Vistas of., RBSA, Jaipur, 2006.
3. Gayatri Mahapatra, Bibliometric studies: in the Internet Era.: Indiana Publishing House, New Delhi, 2012.
4. Peter Ingwerson, Scientometric Indicators and Webometrics and Poly Representation., Ess Ess, New Delhi, 2011.
5. Karft (DH) & Boyce (BA): Operation Research of Libraries and Information Agencies: Techniques for evaluation of management decision. 1991.

Semester	Subject Code	Title of the Paper	Hours of Teaching / Week	No. of Credits
IV	17P4LSC15	Information System and Centers	6	4

Objectives

- What are the characteristic and element of information system
- What are the various types of information system and models

Unit I

Information System – Definition, Components, Types, Levels, and Functions.

Unit II

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

Unit III

Global Information systems: INIS, AGRIS, MEDLARS.

Unit IV

Information Institution: UNESCO, SPINES, PGI, CILIB, IFLA.

Unit V

Information products and services – Newsletters, In-house Journals, state of art reports, digest and Technical Digest.

Reference:

1. Date, C.J. An Introduction to Database System, ed.7, Delhi: Pearson Education (Singapore), 2002
2. Desai, Bipin C. An Introduction to Database System, New Delhi, Galgetia, 2001
3. Karts Henry F, DBS Computer, New Delhi, McGraw Hill, 2000.
4. Raghu Ramakrishnan, DBMSS, New Delhi, McGraw Hill, 2000.
5. Gangadharaiah G, Management of Information Products and Services in University Libraries, Common Wealth, New Delhi, 2012.