

ACHARYA NAGARJUNA UNIVERSITY

A State Government University, Accredited with "A" Grade by NAAC

Nagarjuna Nagar - 522 510, Guntur, Andhra Pradesh, India.



MASTER OF LIBRARY & INFORMATION SCIENCE

SYLLABUS

2022 - 2023 onwards

**UNIVERSITY COLLEGE OF ARTS,
COMMERCE & LAW**

**PROGRAM CODE:
ANUCACL26**





**ABOUT
UNIVERSITY**

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**VISION,
MISSION &
OBJECTIVES
OF THE
UNIVERSITY**

ACHARYA NAGARJUNA UNIVERSITY

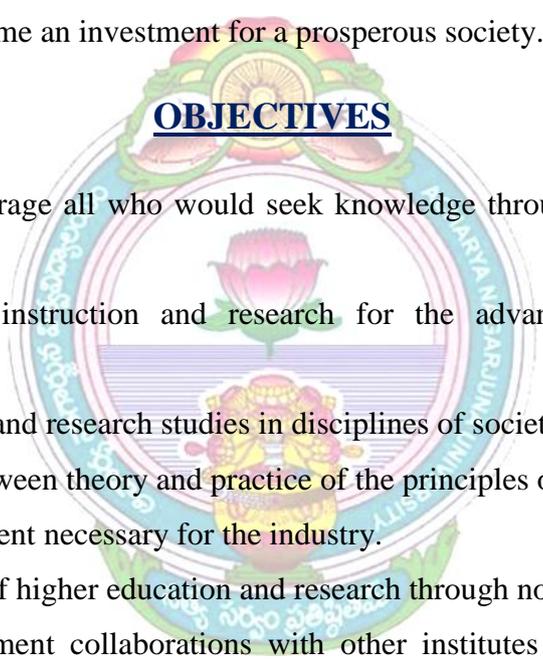
VISION

To generate sources of knowledge that dispels ignorance and establish truth through teaching, learning and research.

MISSION

To promote a bank of human talent in diversified faculties – Commerce & Management Studies, Education, Engineering & Technology, Humanities, Law, Natural Sciences, Pharmacy, Physical Education & Sports Sciences, Physical Sciences and Social Sciences that would become an investment for a prosperous society.

OBJECTIVES

- 
- To inspire and encourage all who would seek knowledge through higher education and research.
 - To provide quality instruction and research for the advancement of science and technology.
 - To promote teaching and research studies in disciplines of societal relevance.
 - To bridge the gap between theory and practice of the principles of higher education.
 - To develop human talent necessary for the industry.
 - To open up avenues of higher education and research through non-formal means.
 - To invite and implement collaborations with other institutes of higher learning on a continuous basis for mutual academic progress.
 - To motivate and orient each academic department/centre to strive for and to sustain advanced levels of teaching and research so that the university emerges as an ideal institute of higher learning.
 - To focus specially on the studies involving rural economy, justifying its existence in the rural setting.

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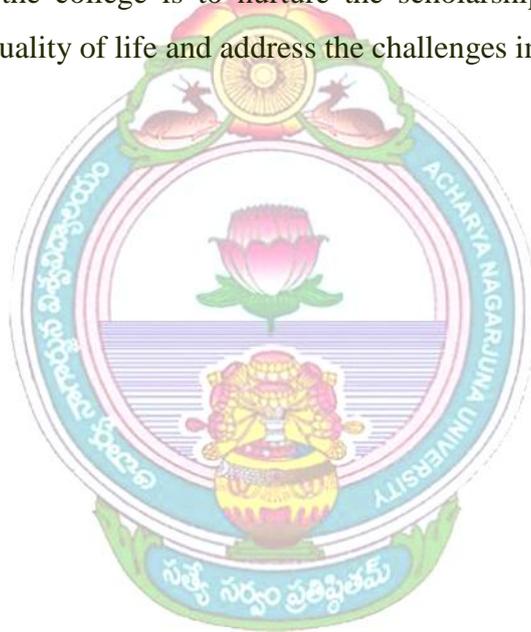
**VISION
&
MISSION OF
THE COLLEGE**

ACHARYA NAGARJUNA UNIVERSITY

UNIVERSITY COLLEGE OF ARTS, COMMERCE & LAW

VISION AND MISSION OF THE COLLEGE:

University College of Arts, Commerce and Law presently consists of 19 teaching departments and seven research centres and running 27 courses. It had a very good team of qualified teachers with strong profiles. The vision of the college is to promote learning and research in the faculties of social sciences, humanities, law, education and management. It is intended to encourage research temperament and develop inputs for the betterment of the society. The mission of the college is to nurture the scholarship, leadership and produce outcome to promote the quality of life and address the challenges in human society.



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**VISION
&
MISSION OF
THE
DEPARTMENT**

ACHARYA NAGARJUNA UNIVERSITY
UNIVERSITY COLLEGE OF ARTS, COMMERCE & LAW
DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
MASTER OF LIBRARY & INFORMATION SCIENCE

VISION OF THE DEPARTMENT:

To create suitable workforce to support professional and teaching community in the field of Library and Information Science, with the knowledge of latest trends in the profession as well as theoretical research in different areas of Library and Information Science.

MISSION OF THE DEPARTMENT:

To provide a high quality education at the master's level in the discipline of Library and Information Science through course work, independent research and experiential learning that fosters scholarly and critical approaches to the understanding of issues and practices in Libraries and Information centres.



ACHARYA NAGARJUNA UNIVERSITY
UNIVERSITY COLLEGE OF ARTS, COMMERCE & LAW
DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
MASTER OF LIBRARY & INFORMATION SCIENCE (M.L.I.Sc.)

PROGRAMME OUTCOMES (PO's):

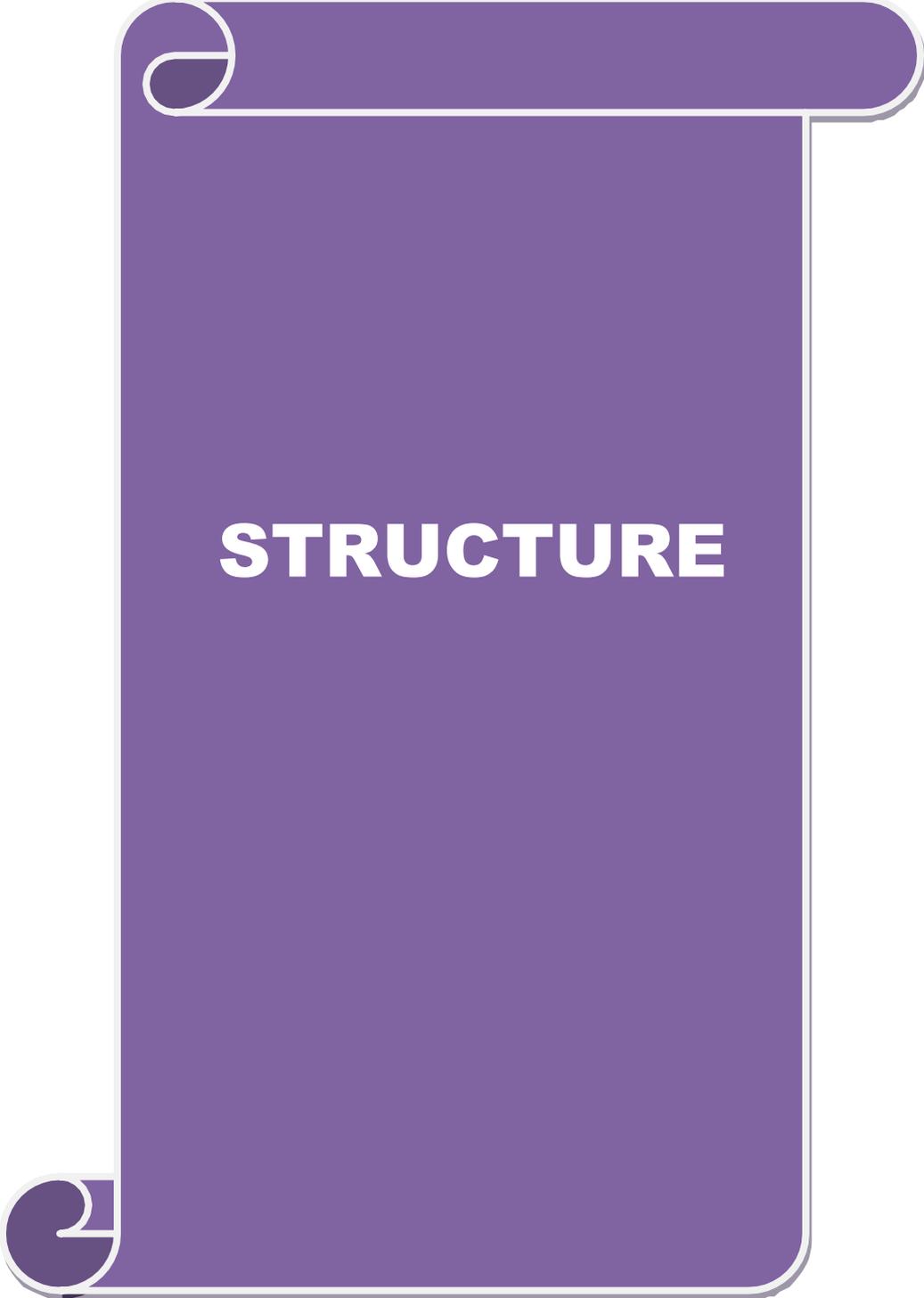
On successful completion of two years integrated M.L.I.Sc., students will be able to:

PO1	Explain, analyze and interpret professional and scholarly literature, research data and information resources to articulate their implications for Library and Information Science and related fields of knowledge and practice.
PO2	Exercise and enact the values and principles of the Library and Information Science field and its specializations with an awareness of overreaching social responsibility associated with progressive public service for the public good.
PO3	Navigate, evaluate and use multiple elements of a range of information environments, including those associated with data creation, information visualization, databases and information architectures.
PO4	Identify and explore opportunities to engage in experiential learning and to participate, advocate, and lead in professional development and training in professional organizations relevant to emerging specializations and career paths.
PO5	Evaluate and demonstrate the effectiveness of user entered information systems, services and resources for individual users and diverse communities in a networked global society within which information organizations and information professionals operate.

PROGRAMME SPECIFIC OUTCOMES (PSO's):

After studying M.L.I.Sc. Course the students will be able to:

POS1	Acquire basic knowledge of Library operations and different types of libraries and their role in respective environments.
POS2	Understand Information and communication technology and its role in enhancing the operations and services of the library.
POS3	Gain familiarity in use of computer, software packages and integrated library software packages like New Gen Lib, CDS/ISIS and Digital Library software: Eprints, Greenstone etc.
POS4	Explore the application of Marketing methods to the products and services of library, in the light of Digital resources, Internet and WWW.
POS5	Familiarize with Research methods and Information Literacy techniques to be able to understand and appreciate research problems and participate in the programme of making Information literates.
POS6	Analyze the content of library resources for documentation and create bibliographic databases, Institutional repositories.



STRUCTURE

ACHARYA NAGARJUNA UNIVERSITY
UNIVERSITY COLLEGE OF ARTS, COMMERCE & LAW
DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
MASTER OF LIBRARY & INFORMATION SCIENCE (M.L.I.Sc.)
COURSE STRUCTURE

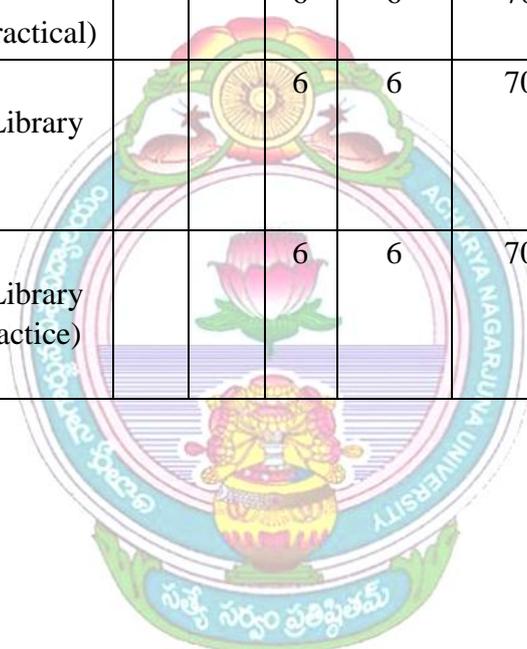
CURRICULUM AND SCHEME OF EXAMINATION FOR THE
ACADEMIC YEAR 2022-23 ONWARDS

SEMESTER-I

Code	Title of the Paper	Hours per Week			Total Hours	End Exam Marks	Mid Exam	Total Marks	Credits
		L	T	P					
MLIS 101(22)	Library and Society	5	1		6	70	30	100	6
MLIS 102(22)	Information and Communication	5	1		6	70	30	100	6
MLIS 103(22)	Knowledge Organization – Library Classification	5	1		6	70	30	100	6
MLIS 104(22)	Knowledge Organization – Library Cataloguing	5	1		6	70	30	100	6
MLIS 105(22)	Management of Libraries & Information Centers	5	1		6	70	30	100	6
MLIS 106(22)	Electives: a) Academic Library System b) Public Libraries c) Special Libraries	5	1		6	70	30	100	6

SEMESTER- II

Code	Title of the Paper	Hours per Week			Total Hours	End Exam Marks	Mid Exam	Total Marks	Credits
		L	T	P					
MLIS 201(22)	Basics of Information Technology	5	1		6	70	30	100	6
MLIS 202(22)	Information Storage and Retrieval	5	1		6	70	30	100	6
MLIS 203(22)	Preservation and Conservation of Library material	5	1		6	70	30	100	6
MLIS 204(22)	Information Technology (Practical)			6	6	70	30	100	6
MLIS 205(22)	Knowledge Organisation (Library Classification Practice) DDC			6	6	70	30	100	6
MLIS 206(22)	Knowledge Organisation (Library Cataloguing Practice) AACR II			6	6	70	30	100	6

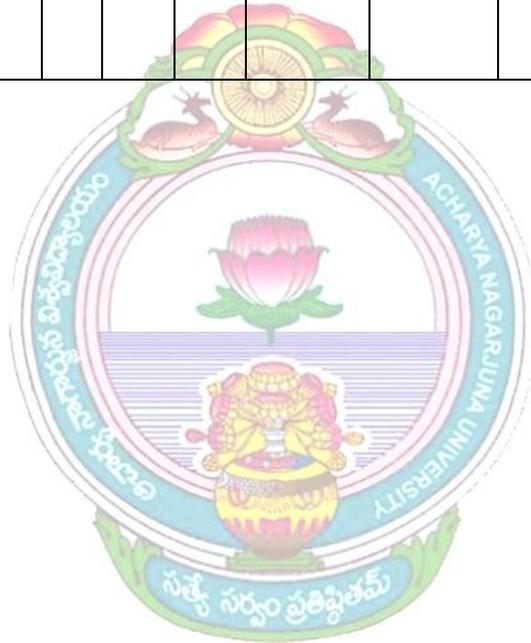


SEMESTER- III

Code	Title of the Paper	Hours per Week			Total Hours	End Exam Marks	Mid Exam	Total Marks	Credits
		L	T	P					
MLIS 301(22)	Research Methods and Statistical Techniques	5	1		6	70	30	100	6
MLIS 302(22)	Library Automation and Networking (Theory and Practice)	4	1	1	6	70	30	100	6
MLIS 303(22)	Information Sources and Services	5	1		6	70	30	100	6
MLIS 304(22)	Digital Libraries	5	1		6	70	30	100	6
MLIS 305(22)	Technical Writing	5	1		6	70	30	100	6
MLIS 306(22)	Library Use and User studies	5	1		6	70	30	100	6

SEMESTER-IV

Code	Title of the Paper	Hours per Week			Total Hours	End Exam Marks	Mid Exam	Total Marks	Credits
		L	T	P					
MLIS 401(22)	Marketing of Information Services and Products	5	1		6	70	30	100	6
MLIS 402(22)	Information Literacy	5	1		6	70	30	100	6
MLIS 403(22)	Project							100	6
MLIS 404(22)	Internship, Records and Viva-voce							100	6



SEMESTER-I

Paper Code	Title of the Paper	Remarks
MLIS101 (22)	Library and society	Core
MLIS102 (22)	Information and Communication	Core
MLIS103 (22)	Knowledge Organization (Classification Theory)	Core
MLIS104 (22)	Knowledge Organization (Cataloguing Theory)	Core
MLIS105 (22)	Management of Libraries & Information Centers	Core
MLIS106 (22)	Electives: a) Academic Library Systems b) Public Library Systems c) Special Library System	Electives

SEMESTER-II

Paper Code	Title of the Paper	Remarks
MLIS201 (22)	Basics of Information Technology	Core
MLIS202 (22)	Information Storage and retrieval	Core
MLIS203 (22)	Preservation and conservation of Library Material	Core
MLIS204 (22)	Information Technology (Practical)	Core
MLIS205 (22)	Knowledge Organisation (Library Classification Practice, DDC)	Core
MLIS206 (22)	Knowledge Organisation (Library Cataloguing Practice, AACR II)	Core

SEMESTER-III

Paper code	Title of the Paper	Remarks
MLIS301 (22)	Research Methods and Statistical Techniques	Core
MLIS302 (22)	Library Automation and Networking (Theory and Practice)	Core
MLIS303 (22)	Information Sources and Services	Core
MLIS304 (22)	Digital Libraries	Core
MLIS305 (22)	Technical Writing	Core
MLIS306 (22)	Library Use and User studies	Core

SEMESTER-IV

Paper Code	Title of the Paper	Remarks
MLIS401 (22)	Marketing of Information Services and Products	Core
MLIS402 (22)	Information Literacy	Core
MLIS403 (22)	Project	Core
MLIS404 (22)	Internship, Records and Viva-voce	Core



**First
Semester**

ACHARYA NAGARJUNA UNIVERSITY
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DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
MASTER OF LIBRARY & INFORMATION SCIENCE (M.L.I.Sc.)
SEMESTER-I

MLIS 101(22): LIBRARY AND SOCIETY

COURSE OBJECTIVES:

- ▲ To introduce the students about the role of information and knowledge in the society.
- ▲ To acquaint the students with various theories, channels of & barriers to communication and types of libraries and their functions.
- ▲ To provide an overview of the professional developments in Library and Information Science.
- ▲ To make the students to understand the philosophical principles of LIS Profession.

COURSE OUTCOMES:

- 1) The courses covered in this programme include interdisciplinary approach of knowledge and information.
- 2) This programme helps the students to gain competencies that will allow graduates to begin successful careers in libraries and information environments.
- 3) This programme will make students understand the use of information and communication and society including social aspects of information in providing information resources.
- 4) The graduates of this programme will demonstrate knowledge of setting up a library or information centre.
- 5) This heritage is transmitted from one group to another.
- 6) The students will recognise the impact of Channels of Communication.
- 7) The student's barriers to Communication and Information Transfer Cycle.
- 8) Social heritage is a manifestation of the students ideas, views, thoughts, customs and beliefs, built up as a result of their needs, objects, and activities in the society.
- 9) A set of principals, a social code or ethics to achieve high standard in preference, working with the prime purpose of rendering a public service
- 10) Students with various groups to promote the use of the services of the information.

COURSE CONTENT:

Unit-1: Development of Libraries; Origin and Development of Libraries in India.

Development of libraries in UK and USA

Programme Outcomes (POs):

- Student will aware of evolution of Libraries in India
- This unit enables students about growth of libraries in USA and UK

Unit-2: Role of libraries in the society. Types of libraries–National Library, public Library, academic Library, special Library and their Functions & Services.

Programme Outcomes (POs):

- The students will aware about the impact of type of Library in the Society
- The students can learn the functions and services of different types of libraries

Unit-3: Five laws of library science and their implications in Library Movement in Andhra Pradesh.

Programme Outcomes (POs):

- Student can learn Dr. S. R. Ranganathan's five laws of library science and their functions.
- The importance of the cordial relations that should be maintained by the student's use of the library services.
- The student's implication of the five laws of library science and their role in library services is dealt in detail.

Unit-4: Library legislation: Need of Library legislation in India – an overview. Detailed study of AP Public Library Act; Intellectual property Rights – an overview; Role of WIPO; Indian Copy Right Act.

Programme Outcomes (POs):

- Student can attain specialized knowledge of their field for acquired needed skills and methods to put the knowledge to work public service.
- This unit enable the student gain the basic knowledge and understanding about the Intellectual property rights, and importance of WIPO use of Acts
- The student can learn the library legislation in A.P.

Unit-5: LIS Profession and Professional ethics Professional associations and their role in LIS Education in India

Programme Outcomes (POs):

- The student can learn LIS professional ethics.
- The role of professional associations in furthering LIS education in India is discussed

BOOKS FOR STUDY AND REFERENCE:

- 1) Agarwal, S.N. Perspectives in Library and Information Science Vol.I and II. Lucknow, Print House, 1982.
- 2) Balakrishnan, Shyama & Paliwal, P.K.Eds. Libraries in Information Age. Delhi, Anmol, 2001
- 3) Chapman (E A) and Lynden (F C). Advances in Librarianship. 24V. San Diego Academic Press, 2000.

- 4) Devarajan, G. (Ed). 50 years of Indian Librarianship. Delhi, Ess Ess Pub., 1999
- 5) Feather, John. The Information Society. 2nd Ed. London, Lib. Assoc, 1998.
- 6) Guha B (ED). In the Library and Information Science horizon. New Delhi, Allied pub, 1984.
- 7) Khan, M.A. Principles and perspectives of copyrights. New Delhi: Sarup & Sons, 1996.
- 8) Khanna, J.K.: Library and Society, Kurukshetra, Research Publicagions, 1987.
- 9) Kumar, P.S.G. Foundations of Library and Information Science. Delhi, B.R.Pub., 2003
- 10) Kumar, P.S.G. Fundamentals of Information Science. New Delhi, S.Chand, 1998
- 11) Kumar, P.S.G. Information and Communication (Paper IX of UGC Model Curriculum). Delhi,B.R.Pub., 2003
- 12) National Knowledge Commission,India. Libraries- Gateways to Knowledge. Delhi, NKC, 2007
- 13) Prashar, R.G.: Information and Its Communication, New Delhi, Medallion Press, 1991.
- 14) Raja Rammohan Roy Library Foundation and ILA: National Policy on Library & Information Systems, Calcutta, RRRLF, 1985
- 15) Ranganathan, S.R.: Five Laws of Library Science. Delhi, 1957.
- 16) Routh,R.K.: Indian Library Legislation. N.Delhi, Ess Ess Pub., 1991.
- 17) Satarkar, S.P. Intellectual Property Rights & Copyright. Delhi, Ess Ess Pub. 2003
- 18) Sengar, Shailendra. Library and Information Science. New Delhi, Anmol Pubs.,2007
- 19) Sharma, Jaideep and Kishan Kumar. Library Science Education in India, Delhi, Har-anand Publications , 2009
- 20) Sharma,Pandey, S.K.: Development of Public Libraries in India. New Delhi, Ess Ess Pub.,1985
- 21) Smith, Kelvin. Freedom of information. London, Facet, 2004.
- 22) Vijaya Kumar,.J. Public Library System.New Delhi, Anmol pub. 2010.

COURSE OUTCOME:

- CO 1: Understand the growth and evolution of libraries in India, USA and UK
- CO 2: Learn about the types of libraries and their impact on the society
- CO 3: Learn Five Laws of Library Science and their implications.
- CO 4: Analyze the role of Library Legislation and importance of copy right acts.
- CO 5: Know about professional associations and their role in LIS education in India

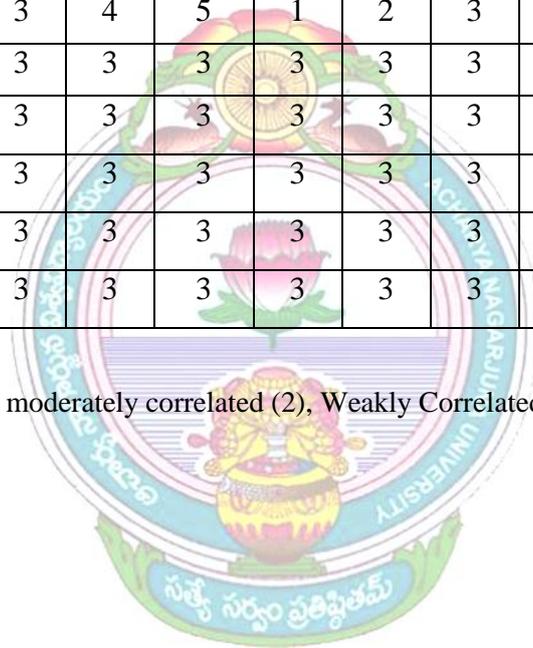
COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS101: Library and Society											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



MLIS 102 (22): INFORMATION AND COMMUNICATION

COURSE OBJECTIVES:

- ▲ To introduce the students about the role of information and knowledge in the society.
- ▲ To acquaint the students with various theories, channels of & barriers to communication and types of libraries and their functions.
- ▲ To provide an overview of the Library Networks and Library consortia.
- ▲ To make the students to understand the role of MIS in libraries.

COURSE OUTCOMES:

- 1) The courses covered in this programme include interdisciplinary approach of knowledge and information.
- 2) This programme helps the students to gain competencies that will allow graduates to begin successful careers in libraries and information environments.
- 3) This programme will make students understand the use of information and communication and society including social aspects of information in providing information resources.
- 4) The graduates of this programme will demonstrate knowledge of setting up a library or information centre.
- 5) This heritage is transmitted from one group to another.
- 6) The students will recognise the impact of Channels of Communication.
- 7) The student's barriers to Communication and Information Transfer Cycle.

COURSE CONTENT:

Unit-1: Information: Definition, characteristics, nature, value and use. Information Society vs Knowledge Society. ; Fundamental concepts of information; Information Transfer cycle

Programme Outcomes (POs):

This unit will provide the basic knowledge and understanding about the use of Information Society Vs Knowledge Society.

- The students will recognize the Communication and Information Transfer Cycle.
- A specialized knowledge of their field, preparation for acquired needed skills and methods to put the knowledge to work.

Unit-2: Knowledge Society; Data, Information and Knowledge; National Information policy
National Knowledge Network

Programme Outcomes (POs):

- This unit enables students to understand data, knowledge and information
- Students know the National Information policy to enable the to act accordingly.
- National knowledge Network enables students to find and locate information

Unit- 3: Communication –Definition, Components; Communication models. Channels of Communication; Barriers to Communication.

Programme Outcomes (POs):

- Students learn about meaning and components of communication
- Students understand the Channels and barriers of Communication

Unit-4: Library Co-Operation; Library Networking; Study of Library Networks: DELNET; INFLIBNET ; OCLC; Library Consortium: UGC INFONET ; NLIST

Programme Outcomes (POs):

- Students will be equipped with knowledge of Library co-operation and Networking
- Learn about Library Networks and Consortia

Unit-5: Communication in Libraries and Information centres; Management Information System in Libraries and Information centres.

Programme Outcomes (POs):

- Students learn the role of communication in libraries
- It explains the role of MIS in library and Information centers

BOOKS FOR STUDY AND REFERENCE:

- 1) Agarwal, S.N. Perspectives in Library and Information Science Vol.I and II. Lucknow, Print House, 1982.
- 2) Balakrishnan, Shyama & Paliwal, P.K.Eds. Libraries in Information Age. Delhi, Anmol, 2001
- 3) Chapman (E A) and Lynden (F C). Advances in Librarianship. 24V. San Diego Academic Press, 2000.
- 4) Devarajan, G. (Ed). 50 years of Indian Librarianship. Delhi, Ess Ess Pub., 1999
- 5) Feather, John. The Information Society. 2nd Ed. London, Lib. Assoc, 1998
- 6) Guha B (ED). In the Library and Information Science horizon. New Delhi, Allied pub, 1984.
- 7) Khan, M.A. Principles and perspectives of copyrights. New Delhi: Sarup & Sons, 1996.
- 8) Khanna, J.K.: Library and Society, Kurukshetra, Research Publicagions, 1987.
- 9) Kumar, P.S.G. Foundations of Library and Information Science. Delhi, B.R.Pub., 2003
- 10) Kumar, P.S.G. Fundamentals of Information Science. New Delhi, S.Chand, 1998
- 11) Kumar, P.S.G. Information and Communication (Paper IX of UGC Model Curriculum). Delhi, B.R.Pub., 2003
- 12) National Knowledge Commission,India. Libraries- Gateways to Knowledge. Delhi, NKC, 2007
- 13) Prashar, R.G.: Information and Its Communication, New Delhi, Medallion Press, 1991.
- 14) Raja Rammohan Roy Library Foundation and ILA: National Policy on Library & Information Systems, Calcutta, RRRLF, 1985
- 15) Ranganathan, S.R.: Five Laws of Library Science. Delhi, 1957.
- 16) Routh,R.K.: Indian Library Legislation. N.Delhi, Ess Ess Pub., 1991.
- 17) Satarkar, S.P. Intellectual Property Rights & Copyright. Delhi, Ess Ess Pub. 2003
- 18) Sengar, Shailendra. Library and Information Science. New Delhi, Anmol Pubs.,2007
- 19) Sharma, Jaideep and Kishan Kumar. Library Science Education in India, Delhi, Har anand Publications, 2009.

COURSE OUTCOME:

CO 1: Gain Knowledge about information, its transfer cycle and distinguishes with knowledge.

CO 2: Learn about National knowledge policy and knowledge network

CO 3: Understand the components, channels and barriers of communication.

CO 4: Know the importance of library cooperation and analyze the Library networks and consortia.

CO 5: Understand the role of communication and MIS in LIC.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
COURSE CONTENT:	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS-102: INFORMATION AND COMMUNICATION											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (0).

MLIS 103 (22): KNOWLEDGE ORGANIZATION: LIBRARY
CLASSIFICATION (THEORY)

COURSE OBJECTIVES:

- ▲ To impart to the student an understanding of the principles and nature of knowledge classification.
- ▲ To develop skills in document content analysis, classification.
- ▲ To acquaint the student with well-known classification systems\schemes such as DDC and CC, UDC.

COURSE OUTCOMES:

- 1) It gives comprehensive ideas on the Universe of knowledge and its attributes: need purpose and general theory of classification.
- 2) It gives the idea of Modes of formation of subject's and its basic principles Species of Classification schemes
- 3) It covers the Overview on Standard schemes of classification. i.e. DDC, UDC and CC
- 4) Designing a classification schemes: Idea plane, verbal plane and notational plane
- 5) Principles of facet sequence etc and amplified basic classification - Phase Relation
- 6) Students will understand the importance of DDC and its structure.

COURSE CONTENT:

Unit-1: Knowledge organization – Growth and structure of Knowledge ; Modes of formation of subjects; Knowledge classification Vs Library Classification; Need and purpose of classification; General theory of Classification; Species of Library classification; Standard Schemes of classification and their features (DDC,UDC and CC)

Programme Outcomes (POs):

- It gives comprehensive ideas on the Universe of knowledge and its attributes: need purpose and general theory of classification
- It covers ideas on the Universe of knowledge and modes of formation of subjects
- It also covers species of classification
- It covers the Overview on Standard schemes of classification. i.e. DDC, UDC and CC

Unit-2: DDC – Structure – Tables 1-7

Programme Outcomes (POs):

- It covers the detailed study of DDC 20th edition
- Students will understand the importance of DDC and its structure and all the seven tables dealing Standard Subdivisions, Areas, Subdivisions of Individual Literature, Subdivisions of Individual Languages, Racial, Ethnic and National Groups, Languages, and Persons.

Unit-3: Planes of classification work: idea plane, verbal plane and notational plane;

Postulation approach: Basic facet, Isolates, Rounds and levels; Principles of facet sequence and Helpful sequence; Phase relation and common isolates

Programme Outcomes (POs):

- It covers the designing a classification schemes: Idea plane, verbal plane and notational plane
- It deals with postulate approach

Unit- 4: Normative principles of Library classification: Basic laws, Fundamental

laws, Cannons: Notation: Need, Types, Function and structure ; Mnemonics and devices Call Number: Location number; Class number; Book Number, Ranganathan's formula of Book Number

Programme Outcomes (POs):

- It elucidates the principles of classification
- Notation and its types.
- It explains Call number

Unit- 5: Trends and development of theory of Library Classification ; Computer and classification

Programme Outcomes (POs):

- It discusses evolution of library classification
- It explains the role of computer in classification

BOOKS FOR STUDY AND REFERENCE:

- 1) Abdul Majid Baba. Dewey Decimal Classification, Universal Decimal Classification and Colon Classification (Development Structure – Comparison). Srinagar, Gulshan Pub, 1988
- 2) Chan, Lois Mai: Cataloguing and Classification: An introduction, New York, McGraw Hill, 1985.
- 3) Coates, E.J.: Subject Catalogues: Readings and structure, London, LA, 1981.
- 4) Fosket, A.C. Subject approach to Information. 5th Rev. Ed. London, Bingley, 1996
- 5) Girija Kumar and Krishan Kumar: Theory of cataloguing, 5th ed., New Delhi, Vikas, 1991.
- 6) Gorman and Dorner. Metadata applications and management. London, Facet, 2004
- 7) Gorman, G.E. Metadata applications and management. International year book of Lib. & Information Management 2003-2004. London, L.A., 2003
- 8) Hayenes, David. Metadata for information management and retrieval. London, Facet, 2004
- 9) Hunter, Eric J. Classification made simple. Grover, USA. PAP 2002
- 10) Hunter, Eric, J. and Fox, Nicholas, J.: Examples illustrating AACR-2, LA, 1980

- 11) Khan, M.A. Cataloguing in Library science. Delhi, Sarup and Sons, 2003
- 12) Krishan Kumar: Theory of Classification, 4th ed., New Delhi, Vikas, 1989.
- 13) Kumar P.S.G and Riaz Muhammad. Cataloguing Theory and Practice. 2 copies. New Delhi, S. Chand & Co , 1999
- 14) Kumar, P.S.G. Knowledge organization Information processing and Retrieval theory (Paper II of UGC Model Curriculum). Delhi, B.R.Pub., 2003
- 15) Melvil Dewey: Dewey Decimal Classification, 21st ed., 4 Vol.s, New York, Forest Press, 1996.
- 16) Melvil Dewey: Dewey Decimal Classification, 22nd ed., 4 Vol.s Dublin, OCLC, 2003.
- 17) Needham, C.D.: Organizing knowledge in Libraries: An introduction to classification and cataloguing, 2nd ed., London, Andre Deulah, 1977.
- 18) Ranganathan, S.R.: Elements of Library Classification, 3rd ed., Bombay, Asia, 1962.
- 19) Ranganathan, S.R: Prolegomena to Library Classification, 3rd Ed., Bombay, Asia, 1967.
- 20) Sears, M.E.: Sear's List of Subject headings, 19th ed., NY, H.W. Wilson, 2007.
- 21) Soma Raju, P.: Dewey Decimal Classification in libraries-Ed.20, 1989. (A practical work book), Visakhapatnam, Rajkamal, 1998.
- 22) Tripathi, S.M.: Modern cataloguing – Theory and Practice, 2nd rev. and enlarged. Ed. Agra, Shiva Lal Agarwala and Co., 1978.

COURSE OUTCOME:

- CO 1: Understand the growth and structure of knowledge, General theory of classification, species and schemes of classification.
- CO 2: Acquire knowledge on DDC structure and tables
- CO 3: Learn to analyze the postulation approach and planes of work in classification.
- CO4: Know the application of Principles, Canons and Call number in Library classification
- CO5: Study of current trends in library classification and application of computer in Library classification.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS103: Knowledge Organization: Library Classification (Theory)											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 104 (22): KNOWLEDGE ORGANIZATION: LIBRARY
CATALOGUING (THEORY)

COURSE OBJECTIVES:

- ▲ To impart to the student an understanding of the principles and nature Cataloguing.
- ▲ To develop skills in understanding different standards and codes of Cataloguing.
- ▲ To acquaint the student with well-known code AACR II.
- ▲ To make the student understand computerised bibliographic formats
- ▲ To enable the student understand the importance of cooperation in cataloguing
- ▲ To learn about content representation standards

COURSE OUTCOMES:

- 1) It gives comprehensive idea on the meaning, objectives and forms of Library Catalogue
- 2) It makes students understand different cataloguing standards and codes
- 3) Students will learn about computerised bibliographic formats
- 4) Understand the need of cooperative cataloguing and networks, and consortia
- 5) Learn the act of content representation using standard subject Headings.

COURSE CONTENT:

Unit- 1: Catalogue – Meaning, Objectives, purpose, types; principles of cataloguing; Forms of catalogue – Inner and Outer; Evolution of physical forms. Kinds of entries, Sources of cataloguing information; Catalogue cards Filing rules and procedures.

Programme Outcomes (POs):

- It covers the meaning and purpose of catalogue
- Enable the student to know principles and forms of cataloguing
- Student will understand the sources of information for cataloguing

Unit-2: Bibliographic Description - Cataloguing codes – AACR-2; CCC, FRBR,RDF
Standardization of Bibliographic description. ISBD (M), ISBD(S), ISBD (NBM).

Programme Outcomes (POs):

- This area gives knowledge on theoretical global level Bibliographic standards of catalogue.
- How the International Standard Catalogue Codes are standardized for practical implementation in the library organization and management are dealt.
- The student can understand the practical need for AACR-2, Code & application of rules in rendering the different

Unit- 3: Computerised Bibliographic Record Format – MARC21, UNIMARC, CCF.

Programme Outcomes (POs):

- Students can learn Computer readable Bibliographic formats

Unit- 4: Centralised cataloguing, co-operative cataloguing and limited cataloguing

Programme Outcomes (POs):

- Understand the importance co-operative and centralized cataloguing

Unit-5: Content representation – standards; Subject Headings - General – Sear’s List, LC.

List; Subject oriented – MESH, SHE; Metadata- Definition and importance, types, levels, elements; Standards – Dublin core, TEI, RDF;

Programme Outcomes (POs):

- This will give the knowledge about, how to use the Subject Heading, viz. LCSH, & SLSH and how to develop the Subject Catalogues.
- The student can understand the importance of basic principles of subject headings, and learn:
- It covers standards(Metadata) in the context digital information

BOOKS FOR STUDY AND REFERENCE:

- 1) Abdul Majid Baba. Dewey Decimal Classification, Universal Decimal Classification and Colon Classification (Development Structure – Comparison). Srinagar, Gulshan Pub, 1988.
- 2) Anglo-American Cataloguing Rules, 2nd ed. Chicago, American Library Association, 2nd Revised ed. 1988 (Modified 1993)
- 3) Kumar and Krishan Kumar: Theory of cataloguing, 5th ed., New Delhi, Vikas, 1991.
- 4) Gorman and Dorner. Metadata applications and management. London, Facet, 2004
- 5) Khan, M.A. Cataloguing in Library science. Delhi, Sarup and Sons, 2003
- 6) Kumar P.S.G and Riaz Muhammad. Cataloguing Theory and Practice. 2 copies. New Delhi, S. Chand & Co , 1999
- 7) Kumar, P.S.G. Knowledge organization Information processing and Retrieval theory (Paper II of UGC Model Curriculum). Delhi, B.R.Pub., 2003
- 8) Needham, C.D.: Organizing knowledge in Libraries: An introduction to classification and cataloguing, 2nd ed., London, Andre Deulah, 1977.
- 9) Sears, M.E.: Sear’s List of Subject headings, 19th ed., NY, H.W. Wilson, 2007.
- 10) Tripathi, S.M.: Modern cataloguing – Theory and Practice, 2nd rev. and enlarged. Ed. Agra, Shiva Lal Agarwala and Co., 1978.

COURSE OUTCOME:

CO 1: Attain the Knowledge on meaning, purpose, principles and forms of cataloguing.

CO 2: Knowledge on international cataloguing codes and standards.

CO 3: Students can learn Computer readable Bibliographic formats

CO 4: Understand the importance co-operative and centralized cataloguing

CO 5: Understand the concept of content representation, standard SH and learn the cataloguing of Digital sources

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS104: Knowledge Organization: Library cataloguing (Theory)												
CO/PO	PO					PSO						
	1	2	3	4	5	1	2	3	4	5	6	
CO 1	3	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 105 (22): MANAGEMENT OF LIBRARY AND INFORMATION CENTERS

COURSE OBJECTIVES:

- ▲ To understand about the various sections of the library and collection development policies
- ▲ To understand about the technical processing and circulation control.
- ▲ To understand about the stock verification methods and preparation annual reports

COURSE OUTCOMES:

- 1) The student can understand the work of various section of the library.
- 2) The students acquaint with the Functioning of each section of the library
- 3) To acquaint students with various records to be maintained in various sections of the library and collection development polices.
- 4) The student can understand the Book ordering system
- 5) They also understand the technical processing, circulation control and maintenance.
- 6) The student can also understand about the Information service management
- 7) The student shall understand the about the Office Management
- 8) 8.The student can also understand about the stock verification polices and
- 9) methods
- 10) The students shall understand the preservation and conservation of the document
- 11) The student can also understand about the Methods of preservation and conservation

COURSE CONTENT:

Unit 1: Concept; Functions and principles of management – their application in LICs,

Programme Outcomes (POs):

- The student can learn principles and functions of management
- The application of management principles in LISc is discussed

Unit 2: Planning, management and organization of LICs - Concept, Need, Stages/Phases, Types, features; Physical facilities – planning of library building, furniture, equipment with standards

Programme Outcomes (POs):

- The student can learn planning and organization of Library and Information centres.
- It covers details about Library building and its furniture

Unit 3: House keeping routines of Library and Information Centres in traditional and electronic environment. Acquisition; Serial control; Technical processing; Circulation control – Browne, Newark; Bar-coding and RFID; Maintenance of LICs -Library rules and regulations – library statistics – stock verification; Reporting – annual reports.

Programme Outcomes (POs):

- The student can learn about the various sections of Library
- To know about the circulation section, technical section etc.
- Functioning of each section of the library in traditional as well as in automation mode will be learned
- Student can learn Maintenance of the library and preparation of various reports
- The learner can gain the knowledge about stock verification policies and methods.

Unit 4: Human Resource Management in LICs – staff formula, Training & Development, Performance, Motivation theories; Leadership; Financial Management in LICs - Sources of finance; resource mobilization , Budgeting Techniques

Programme Outcomes (POs):

- He / She can learn about staff planning and management
- The Procedure of Budgeting techniques and financial management are dealt

Unit 5: Quality and Performance measurement of LICs, PERT/CPM; TQM – applications. Basics of Knowledge Management; Evaluation of Library and information System

Programme Outcomes (POs):

- The student can learn about quality management techniques and other performance measurements such as PERT/CPM.
- It gives evaluation of Library and Information centres.
- Basics of knowledge management are dealt here.

BOOKS FOR STUDY AND REFERENCE:

- 1) Evans, GEdward: Management techniques for librarians, 2nd Ed., New York, Academic Press, 1983.
- 2) Gaur, C. Ramesh. Re-engineering Library and Information Services: process, people & technology. Mumbai, Allied, 2003
- 3) Gorman, G.E. International yearbook of Library and Information management 2003-2004 metadata applications and management. London, L.A., 2003
- 4) Kahn, Mirian B. Studies in Library and Information Science. 4 Vol. Vol.3: Managing electronic government information in libraries. Delhi, Pentagon, 2009.
- 5) Kahn, Mirian B. Studies in Library and Information Science. 4 Vol. Vol.2: Fundamentals of collection development and management. Delhi, Pentagon, 2009
- 6) Khan, M.A. The Principles and practice of Library science. Delhi, Academia Pub., 2004
- 7) Kishan Kumar. Management of libraries in Electronic environment. Delhi, Har-Anand Publications, 2007
- 8) Kishore, Jugal. Personal Management in Libraries. Delhi, Ess Ess, 1981
- 9) Krishan Kumar. Library Manual. Delhi, Vikas, 2003
- 10) Krishna Kumar. Library Administration and Management. Delhi, Vikas, 2004

- 11) Kumar, P.S.G. Management of Library and Information Centres (paper V of UGC Model Curriculum). Delhi, B.R.Pub., 2003
- 12) Lahiri, Ramansu. Management of Libraries concepts and practices. New Delhi, Ess Ess, 1996
- 13) Mahapatra, Piyush Kanti. Collection Management in Libraries. Delhi, Cyber Tech Pub., 2006
- 14) Narayan, G.J. Library and Information Management. New Delhi, Prentice Hall, 1991.

COURSE OUTCOME:

- CO 1: Learn the principles and functions of Management and their application to LIS
- CO 2: The student can learn planning and organization of LICs and planning of Library building and its furniture.
- CO 3: Familiarize with Housekeeping operations of the library.
- CO 4: Able to gain knowledge on HR and Financial Management.
- CO 5: Understand the use of quality and performance management techniques

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS105:Management of Library and Information centers											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 106 (22): ACADEMIC LIBRARY SYSTEM

COURSE OBJECTIVES:

- This paper introduce the students to the basics of Academic Library system
- To acquaint the students with Academic library organization, functions and role in higher education
- To acquaint the student with the elements of collection development in academic libraries with regard to print as well as digital resources
- This paper also dealt with the role of UGC in furthering academic libraries.

COURSE OUTCOMES:

- 1) The student can learn the historical development of higher education in India.
- 2) The students identify the role of academic library in higher education system.
- 3) The student can understand the role of UGC in development of Academic libraries.
- 4) The student also understands the organization and administration of Academic libraries.
- 5) The student can also understand about the role of various committees in the advancement of Academic libraries.
- 6) The student shall understand the Human Resource and Financial management of Academic Library.
- 7) The student can also learn the collection development policies, technical processing and services to be provided in Academic Libraries.
- 8) 8. The students shall understand the need of resource sharing and various consortia formed in the context of Academic Libraries.

COURSE CONTENT:

Unit 1: Higher education and academic libraries - Landmarks in Education since 19th century in India; Academic Library as a support system in formal and informal system of education; Growth and development of college and university libraries in India. UGC and its role in the development of academic libraries.

Programme Outcomes (POs):

- The student can learn growth of Higher Education in India
- This unit enables the student understand the role of Academic library in Higher education
- The student comprehends the development of college and University libraries in India.
- The role of UGC in supporting Academic libraries is clearly discussed.

Unit 2: Academic Library organization and administration – organizational structure; Library Governance – authority, Committee, Standards for academic libraries – recommendations of the various committees and commissions.

Programme Outcomes (POs):

1. The student can learn the Organisation and Administration of the Academic Library.
2. The student understands the role of committees and standards in governing Academic Libraries.
3. The recommendations of various committees formed for the development of Academic libraries is clearly enunciated.

Unit 3: Organization and management of various sections of academic libraries -Human Resource Management, Financial management.

Programme Outcomes (POs):

- The student understands the organization of Academic library into various functional sections.
- The student learns the human resource needs and their management
- The student can understand the various financial management methods followed in Academic libraries

Unit 4: Collection development and management – Print and electronic books and serials. Technical processing in electronic environment; copy cataloguing – World Cat; IndCat; Dewey Browser etc. Planning and organization of information services – traditional and web based.

Programme Outcomes (POs):

1. The student can comprehend the collection development policies to be adopted in Academic libraries regarding print as well as digital sources.
2. Student can understand the Technical processing of Library material available in electronic form.
3. WorldCat and IndCat are clearly discussed.
4. The student can learn planning and implementation of different user services in Academic libraries.

Unit 5: Resource sharing and Networking, Library consortia; UGC-Infonet – its functions and services, NLIST.

Programme Outcomes (POs):

- The student can learn need of resource sharing in Academic libraries
- Student is enabled in Networking and Consortia use and functioning in Academic Libraries.
- The student can learn in detail about UGC-Infonet and NLIST services offered by
- UGC through INFLIBNET

BOOKS FOR STUDY AND REFERENCE:

- 1) American Library Association. Personnel organization and procedure: A manual suggested for use in college and university libraries. Ed. 2. 1978. ALA, Chicago.
- 2) Baker, David, Ed. Resource management in academic libraries. 1997. L.A.London.

- 3) Balakrishanan, Shyama & Paliwal, P.K. Academic Library automation
- 4) Bavakuty, M. Libraries in Higher Education. ESS ESS Pub., 1988
- 5) Bhaskara Rao, P. Information Networks and Resource sharing. Delhi, Reliance, 1998
- 6) Biddiscombe, Richard, Ed. The end – user revolution. 1996. Library Associations, London.
- 7) Brophy, Peter. The academic library. 2000. Library Association, London.
- 8) Chapman, Liz. Managing acquisitions in library and information services 2001. Library Association, London.
- 9) Deshpande, Neela J, & Patil, S.K. University and college Librarianship in India in the 21st century: Prof. S.G. Mahajan Festschrift.
- 10) Pawar, Sarbjit Singh. University Grants Commission (UGC) and Development of Library. New Delhi, Deep & Deep Pub., 1998
- 11) Ranganathan, S.R. School and College libraries. 1942. Madras Library Association, Madras.
- 12) University Grants Commission (India), Library (Committee) (1957). Report: University and College libraries. 1967. UGC, New Delhi.
- 13) University Grants Committee (Great Britain) Libraries (Committee) (1963). Report. 1967, HMSO, London.
- 14) Webb, Sylvia P. Personal development in information work. Ed 2. 1991. Aslib, London.
- 15) White, Carl M. Survey of University of Delhi. 1965. Planning Unit, University of Delhi.
- 16) Wilson and Tauber. University Library. Ed. 2. New York, Columbia University Press, 1956.

COURSE OUTCOME:

CO 1: Attain the Knowledge of role of Library and UGC on Higher Education.

CO 2: Learn the organization and administration of Academic Libraries

CO3: Familiarize with functional sections of academic library and learn Financial and HRM.

CO 4: Analyze the collection development policies and understand copy cataloguing

CO 5: Familiarize with Resource sharing, Networking and need of consortia and role of INFLIBNET.

COURSE CONTENT:

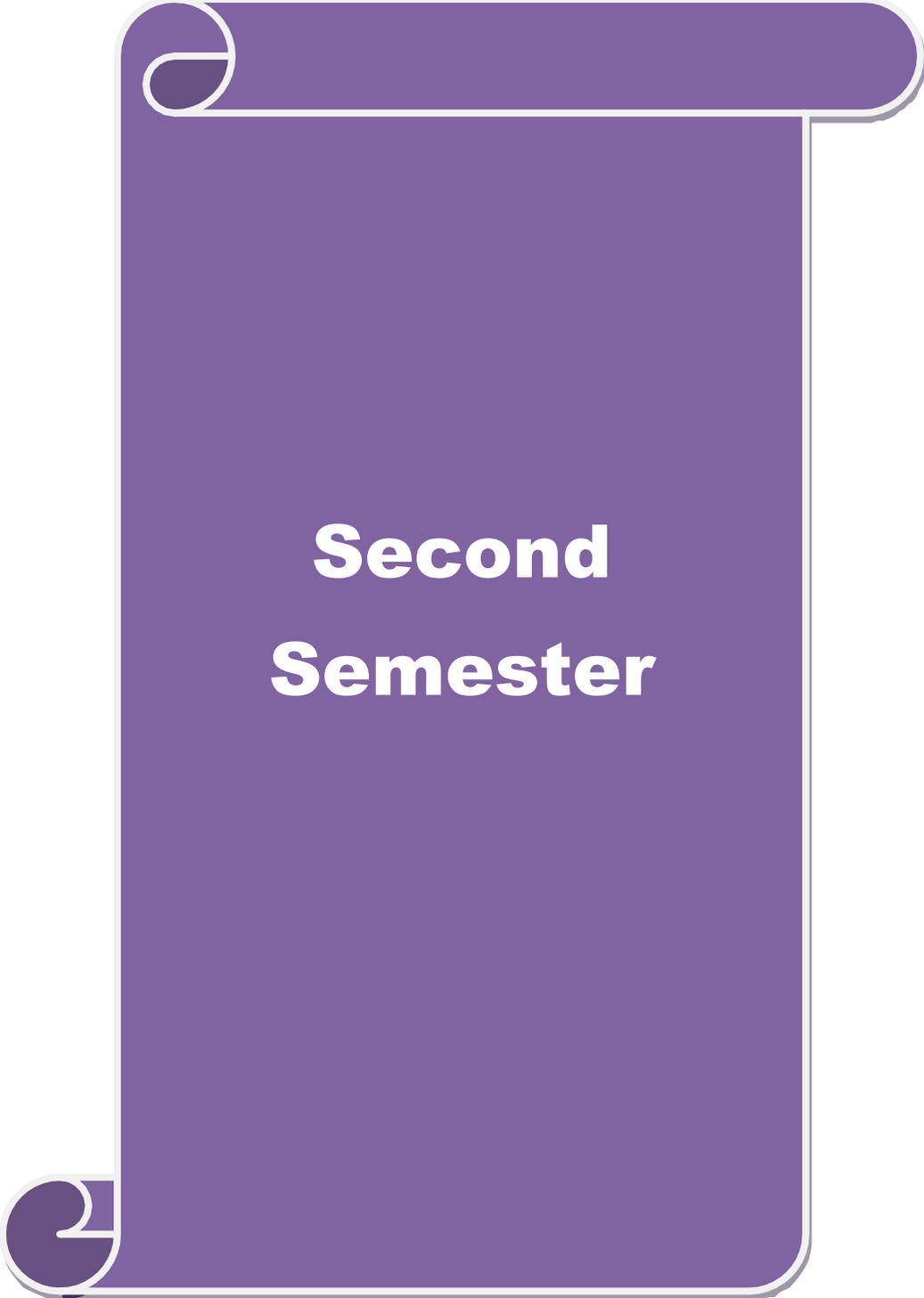
Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS106: Academic Library System											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).





**Second
Semester**

MASTER OF LIBRARY & INFORMATION SCIENCE (M.L.I.Sc.)

SEMESTER-II

MLIS 201(22): BASICS OF INFORMATION TECHNOLOGY

(THEORY)

COURSE OBJECTIVES:

- To introduce the students to the basics of information technology
- To acquaint the students with Computer technology and its development.
- To acquaint the student with the elements of systems and application software.

COURSE OUTCOMES:

The students would be able to:

- 1) Understand the concept information technology.
- 2) Identify the need & purpose of the technology and its impact.
- 3) Understand the binary number system and encoding standards-ASCII, ISCII and UNICODE
- 4) Learn computer system software and application software
- 5) Understand about the programming concepts.
- 6) Understand and apply the database management system.
- 7) Analyze and apply the office management software's.

COURSE CONTENT:

Unit 1: Information Technology - Definition, scope, components; Generations and Classification of Computers; Information technology - applications to LICs

Programme Outcomes (POs):

- Identify and learn definition of IT and its Components
- Understand and apply Computer and Communication technology and its application in Library & Information Science
- Gain knowledge of computer Generations.

Unit 2: Components of the computer – hardware – CPU; Input/Output devices; Internal and external storage devices

Programme Outcomes (POs):

- Understand the structure of computer
- Understand and analyze the use of computer peripherals and storage devices.

Unit 3: Computer Software: System software – WINDOWS, LINUX Application software – M S Office, DBMS

Programme Outcomes (POs):

- Analyze computer software
- Learn and apply software like MS Office, DBMAS packages

Unit 4: Data representation – Binary code; File organization – Concept and methods
Over view of programming languages; Algorithms, flowcharts.

Programme Outcomes (POs):

- Understand data coding such as ASCII, EBSDIC, UNICODE etc.
- Gain knowledge about File Organization Techniques and their application
- Understand the basics of computer programming.

Unit 5: Communication Technology – Definition, evolution, trends. Networking – basic concepts. Communication media – wire pairs, Coaxial cables, optical fiber, Satellite, VSAT; Band width

Programme Outcomes (POs):

- Learn the definitions and evolution of communication technology.
- Understand the computer networks and their application and installation
- Analyze the various components of Communication Technology

BOOKS FOR STUDY AND REFERENCE:

- 1) Balakrishanan, Shyama & Paliwal, P.K. Current Scenario of Information Technology. Delhi, Anmol, 2001
- 2) Balakrishanan, Shyama & Paliwal, P.K. Information Technology for the Next Millennium. Delhi, Anmol, 2001
- 3) Brophy, Rowley. The basics of information systems. London, Library Association, 1996.
- 4) Carter, Roger. Information Technology Handbook. London, Heinemann, 1997
- 5) Dhiman, A.K. Basics of Information Technology for Library and Information Scientists. Vols., Delhi, Ess Ess, 2003
- 6) Ferris Jeffrey A. WINDOW 2000: Development and desktop management. Pearson Education, New Riders, 2000.
- 7) Kumar, P.S.G. Information Technology: Basics: (Paper IV of UGC Model Curriculum). Delhi, B.R.Pub., 2003
- 8) Mahapatra, M. and Ramesh, D.B. Information Technology Applications in Libraries: A text book for Beginners. Bhubaneswar, Reproprint, 2004
- 9) Microsoft Corporation. Microsoft Visual C++ 6.0 MFC Library Reference – Part 1 Vol.1. Washington, Microsoft Press, 1998.
- 10) Microsoft Corporation. Microsoft Visual C++ 6.0 MFC Library Reference – Part 2 Vol.2. Washington, Microsoft Press, 1998.

- 11) Microsoft Corporation. Microsoft Visual C++ 6.0 RUN - TIME Library Reference – Vol.4. Washington, Microsoft Press, 1998.
- 12) Mohamed Acly and Gill, Needham, Eds. M- Libraries 3: Transforming libraries with Mobile technology. Chennai: Allied, 2012.

COURSE OUTCOME:

CO1: Gain Knowledge of the basic concepts of Information Technology and application to LIS.

CO 2: Understand the structure and organization of computer system

CO 3: Analyze computer software and learn application packages

CO 4: Understand data representation, File organization and basics of programming.

CO 5: Familiarize with communication technology and computer networking

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS201: Basics of Information Technology											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 202 (22): INFORMATION STORAGE AND RETRIEVAL

COURSE OBJECTIVES:

- To introduce the students the basics of information storage and retrieval systems
- To acquaint the students with database management systems
- To acquaint the student with various aspects of Information storage and retrieval systems

COURSE OUTCOMES:

- 1) Gain knowledge in basic ISRS
- 2) Learns about different DBMS packages
- 3) Acquire knowledge on Physical organization of digital data
- 4) Know the functions and evolution of IRS
- 5) Learn different search strategies of IRS
- 6) Study multimedia IRS
- 7) Study various statistical methods used in evaluation of IRS
- 8) Learns advanced methods in ISRS
- 9) Understands web based IRS and Information extraction methods.

COURSE CONTENT:

Unit 1: Basics of Information Retrieval; Introduction, Concepts and Components of Information Retrieval Systems; Database Management Systems; The physical organization of data.

Programme Outcomes (POs):

- Understands basic concepts and components of IRS
- Learns about DBMS Packages
- Gain knowledge in physical organization of digital data

Unit 2: Information retrieval system; Information storage retrieval system: function and Design; Querying of the Information Retrieval Systems; Evolutions in information retrieval.

Programme Outcomes (POs):

- Understand the function and design of ISRS
- Study the evolution of ISRS
- Learns the techniques of querying IRS

Unit 3: Multimedia information retrieval; Users of information retrieval system; Statistical methods of information retrieval.

Programme Outcomes (POs):

- Know about Multimedia Information retrieval systems.
- Analyze different users of IRS
- Apply different statistical methods in evaluation of IRS.

Unit 4: Advanced course in information storage retrieval; Evaluation and measurement of information retrieval system

Programme Outcomes (POs):

- Gain knowledge in advanced methods used in ISRS.
- Learns evaluation of ISRS

Unit 5: Web-based Information Retrieval; Information extraction

Programme Outcomes (POs):

- Gain knowledge in Web base IRS
- Learn different Information extraction techniques

BOOKS FOR STUDY AND REFERENCE:

- 1) Choudhury, G.G. Introduction to modern Information retrieval
- 2) Healey, R.G. Database Management systems
- 3) Korfhage, R.R. Information storage and Retrieval. New York, Wiley, 1997
- 4) Kent, A. Information analysis and retrieval, 3rd ed. NY, Becker, 1971
- 5) Lancaster, F.W. Information Retrieval systems: characteristics, testing and evaluation, 2nd ed, NY, John Wiley, 1979
- 6) Mooers, C.N. 'The theory of digital handling of non-numerical information and its implications to machine economics', in Association for Computing Machinery Conference, Rutgers University, 1950.
- 7) Retrieved from <http://ciir-publications.cs.umass.edu/getpdf.php?id=1066>
- 8) Retrieved from <http://dspace.mit.edu/bitstream/handle/1721.1/1249/R-0360-14277844.pdf>
- 9) Robbins, Robert J. Database fundamentals, John Hopkins University, 1994
- 10) Rowley, J. The Basics of Information Systems, 2nd ed. London, LA, 1996
- 11) Salton Gerard A. Theory of Indexing, Vol.18, SIAM, 1975
- 12) Sammon, John W. "A nonlinear mapping for data structure analysis." IEEE Transactions on computers 18.5 (1969): 401-409
- 13) Taylor, R.S. Question Negotiation and Information seeking in Libraries, College and research Libraries, 1968
- 14) Vickery, B.C. Techniques of Information Retrieval, London, Butterworth, 1970

COURSE OUTCOME:

- CO 1: Gain Knowledge of the basic concepts of IRS, DBMS and Organization of data
- CO 2: Understand the function, design, evolution and querying of IRS
- CO 3: Analyze the users of IRS and learn multimedia and statistical methods of IR
- CO 4: Understand Natural Language Processing, Semantic Web and evaluation of IRS
- CO 5: Learn Information Extraction techniques and WEB searching

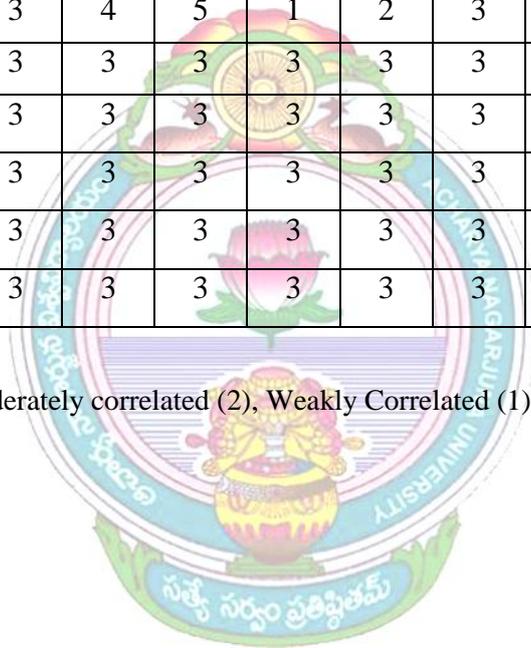
COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS202: Information Storage and Retrieval											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



MLIS 203 (22): PRESERVATION AND CONSERVATION OF LIBRARY MATERIALS

COURSE OBJECTIVES:

- To introduce the students the basics of Library material conservation methods
- To acquaint the students with different preservation techniques
- To acquaint the student with the evolution of writing materials

COURSE CONTENT:

Unit 1: Library materials: preservation and conservation; Need for preservation and conservation; Evolutions writing materials; Palm leaves and Birch Bark: their water and preservation; Manuscripts, books, Periodicals, News papers, Pamphlets, etc.

Programme Outcomes (POs):

- Learns about different kinds of library materials and their evolution.
- Understand the need of preservation and conservation.

Unit 2: Hazards to Library materials and Control Measures; Biological factors; Chemical factors; Disaster management

Programme Outcomes (POs):

- Gain knowledge in various hazards to library material
- Understand the process of disaster management.

Unit 3: Binding; Different types of binding of library documents; Binding materials; Binding process; Standards for library binding

Programme Outcomes (POs):

- Understand binding process and gain knowledge in materials of binding.
- Analyze various standards of Binding

Unit 4: Restoration and Reformatting; Materials repair; Microfilming and digitization

Programme Outcomes (POs):

- Understands restoration and reformatting of Digital information
- Learn microfilming and digitization processes.

BOOKS FOR STUDY AND REFERENCE:

- 1) A Primer on Disaster Preparedness, Management and Response: Paper-Based Materials, Aug.1993.Availableat:http://www.archives.gov/preservation/pdf/primer_disaster_preparedness.pdf
- 2) Bhattacharyya, B. (1947). Palm Leaf Manuscripts and their Preservation. Indian Archives, Vol. 1, No.3, pp.233-34.

- 3) Bureau of Indian Standards: Indian Standard IS: 3050, -1965 (with amendment of February, 1968; reaffirmed in 2003), Code of Practice for Reinforced Binding of Library Books and Periodicals.
- 4) Chakravorti, S. (1947). A Study of Palm Leaf Manuscripts, Ibid, Vol. I, No.1, pp.12_17
- 5) Feather, John (1996). Preservation and the Management of Library Collections. 2nd Ed. London: Library Association Publishing.
- 6) Gupta, R.C. (1954). How to Fight White-ant in the Indian Archives. Vol. VIII No.2. New Delhi: National Archives of India
- 7) Harvey, Ross. (1994). Preservation in libraries: principles, strategies and practices for librarians. London: Bowker Saur.
- 8) Horton, Carolyn.(1969) Cleaning and Preserving Binding and Related Materials. 2nd Ed. Chicago: American Library Association.
- 9) Prajapati, C.L .(1997). Archivo-Library Materials – Their Enemies and Need of First Phase Conservation. New Delhi: Mittal Publications.
- 10) Ranganathan, S.R. (1960). Library Manual. 2nd ed. Bombay: Asia Publishing House.
- 11) Singh, R.S. (1993) Conservation of Documents in Libraries, Archives and Museums. New Delhi: Aditya Prakashan.
- 12) Stevens, R. (1971). The Microform Revolution. Library Trends 19(2), 370-95.
- 13) Stevens, R. (1988). Optical Disks Vs. Micrographics as Document Storage and Retrieval Technologies. Westport: Meckler.
- 14) Talwar, V.V. (1975). Fumigation Techniques for Sterilising Paper Conservation of Cultural Property in National Archives of India. Vol. VIII. New Delhi: National Museum.

COURSE OUTCOME:

- CO 1: Gain Knowledge about evolution of writing materials and need for preservation
- CO 2: Understand Hazards to library materials
- CO 3: Learn the different types of binding
- CO 4: Understand restoration and reformatting as mode of preservation of electronic resources.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS203: Preservation and Conservation of Library materials												
CO/PO	PO					PSO						
	1	2	3	4	5	1	2	3	4	5	6	
CO 1	3	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



MLIS 204 (22): INFORMATION TECHNOLOGY (PRACTICAL)

COURSE OBJECTIVES:

- To impart practical training to the students in the use of various types of software.
- To train the students use of operating system in the computers.
- To train the students in the design, development and retrieval of bibliographic databases using DBMS and RDBMS.
- To impart practical training handling CD-ROM database online searching and retrieval.

COURSE OUTCOMES:

- 1) Understand single user and multi user operating system in the computers.
- 2) Apply the techniques to perform technology tasks relating to the processing, storing, retrieval and communication of information between computers and other electronic devices.
- 3) Analyze the Technology program primarily focused on subjects such as software, databases, and networking.
- 4) Understand and practice the application of MS Office
- 5) Identify and learn the application of Library software packages.

COURSE CONTENT:

Unit-1: Use of Operating Systems- MS Windows

PROGRAMME OUTCOMES (POS):

- Identify and understand single user operating system and multi user operating system.
- Learn and apply the processing, storing, retrieval of information from computers
- Apply the execution of system related programmes.

Unit-2: Use of Word processors - MS Word; Use of Spreadsheet Software-MS Excel

Programme Outcomes (POs):

- Understand and apply the word processors and spreadsheets in information management
- Learn and apply the MS Word in preparing letters and mail merges.

Unit 3: Presentation – Power point; Photo editing - Photoshop

Programme Outcomes (POs):

- Learn the creation of presentations for lecturing etc.
- Understand about Photoshop software and its use.

Unit 4: Creation of database using CDS/ISIS

Programme Outcomes (POs):

- Understand the DBMS and Technology tasks relating to the processing, storing, retrieval of information.
- Learn the creation of databases and searching of data bases.
- Apply the Structure query language to retrieve information from the database.

Unit 5: CD ROM and Internet searching and retrieval

Program Outcomes (LOs):

- Understand about CD-ROM containing Information resources.
- Learn and apply the techniques to search and retrieve the information through Internet

BOOKS FOR STUDY AND REFERENCE:

- 1) Dhiman, A.K. Basics of Information Technology for Library and Information Scientists. Vols., Delhi, Ess Ess, 2003
- 2) Ferris Jeffrey A. WINDOW 2000: Development and desktop management. Pearson Education, New Riders, 2000.
- 3) Microsoft Corporation. Microsoft Visual C++ 6.0 MFC Library Reference – Part 1 Vol.1. Washington, Microsoft Press, 1998.
- 4) Microsoft Corporation. Microsoft Visual C++ 6.0 RUN - TIME Library Reference – Vol.4. Washington, Microsoft Press, 1998.
- 5) Mohamed Acly and Gill, Needham, Eds. M- Libraries 3: Transforming libraries with Mobile technology. Chennai: Allied, 2012.

COURSE OUTCOME:

- CO 1: Gain knowledge on use of Operating systems
 CO 2: Familiarize with MS Office
 CO 3: Familiarize with the Power point presentation, Photo shopy etc.
 CO 4: Able to create CDS/ISIS.
 CO 5: Familiarize with Internet search and CDROM database search.

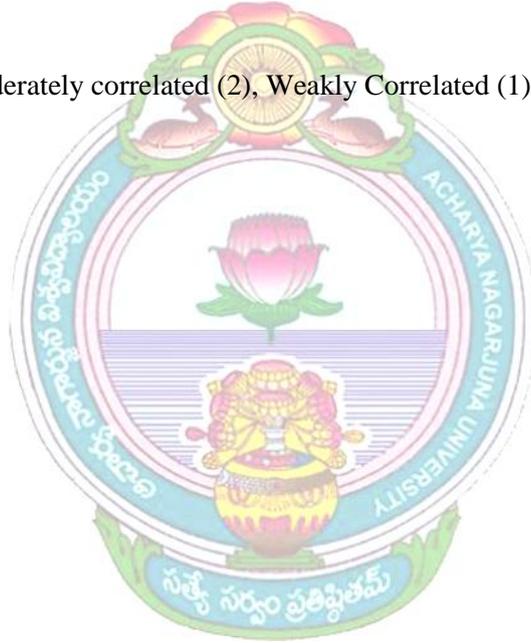
COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS204: Information Technology (Practical)												
CO/PO	PO					PSO						
	1	2	3	4	5	1	2	3	4	5	6	
CO 1	3	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



**MLIS 205 (22): KNOWLEDGE ORGANISATION (LIBRARY
CLASSIFICATION PRACTICE) (DEWEY DECIMAL
CLASSIFICATION, 20TH ED.)**

COURSE OBJECTIVES:

- To acquaint students with the recent developments in DDC
- To train the students in practical classification according to DDC 21st edition.

COURSE OUTCOMES:

- 1) Understand the library classification schemes.
- 2) Understand and apply standard subdivisions in library classification.
- 3) Gain knowledge in DDC Classification and the Use of tables from 2, 3, 4, 5, 6 and 7
- 4) The DDC gives complete idea on the library/knowledge classification.
- 5) Apply skills and synthetic techniques given in DDC to classify the complex subjects.
- 6) Learn the use of add instructions and their importance in constructing the number.
- 7) Understand and apply the citation order and assigning call number/classification numbers.

COURSE CONTENT:

Unit-1: Classification of documents representing Simple subjects.

Programme Outcomes (POs):

- Classify the documents with Simple subjects using DDC.

Unit -2: Use of standard subdivisions-Table-1.

Programme Outcomes (POs):

- Understand the application of standard subdivisions and its applications in the library classification.

Unit -3: Use of tables 2, 3, 4, 5, 6 and 7.

Programme Outcomes (POs):

- Understand and apply the use of tables from 2, 3, 4, 5, 6 and 7 in building classification numbers.

Unit-4: Classification of documents representing Complex subjects.

Programme Outcomes (POs):

- Understand and apply Classification of documents of compound and complex subjects.

Unit-5: Use of 'add' instruction, and citation order assigning call number.

Program Outcomes: (LOs)

- Analyze and apply add instructions given in DDC.
- Understand the Citation order and assigning call number/classification numbers.

SUGGESTED TEXT BOOKS:

- 1) Dewey, Melvil: Decimal Classification and Relative Index, 21st Edition, New York, Forest Press, 1996.

COURSE OUTCOME:

CO 1: Learn how to classify the documents using Dewey Decimal Classification

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS205: Knowledge Organisation (Library Classification Practice)											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 206 (22): KNOWLEDGE ORGANISATION

(LIBRARY CATALOGUING PRACTICE)

AACR –II

COURSE OBJECTIVES:

- To impart Practical training to the students in cataloguing various types of documents according to the AACR-2, 1988.2nd Revised Edition.
- To train the students, how to catalogue printed documents with different types of authorship such as single, multi and corporate authorship.
- To impart knowledge among the students how to render a catalogue entry for simple periodicals and serials.

COURSE OUTCOMES:

- 1) Understand how to approach the practical cataloguing, importance of indentions of card, approach to Manual Card Cataloguing/Punctuation, and
- 2) Understand the description of different types of Library materials
- 3) Understand and apply the process of selecting access points in the cataloguing of documents.
- 4) Understand and analyze Single Author; Two authors; Three authors and More than three authors and handing indention/general indention format
- 5) Understand the difference between the Personal authorship and corporate authorship
- 6) Understand how to provide Pseudonym 'Main Entry' and Reference Added Entries' for Real to Pseudonym and vice versa.
- 7) Analyze and apply the sequencing of the variables, after the physical description, as per ISBD(S), and Use of Inclusive notation in calculating.

COURSE CONTENT:

Unit-1: Cataloguing of printed monographs- Single personal Authorship shared responsibility

Programme Outcomes (POs):

- Understand and apply the practical cataloguing, importance of indentions of the catalogue card, and the use of standard punctuation;
- Analyze and apply the choice and rendering of a Single Author; Two authors; Three authors and More than three authors and handing indention/general indention format.

Unit 2: Mixed responsibility - editorial direction, Multi-volume and -part documents.

Programme Outcomes (POs):

- Understand the difference between the Personal authorship and editorial books.
- Analyze and apply the cataloguing rules for multi volume works.

Unit 3: Cataloguing of works of Pseudonymous authors; corporate bodies; Works with Uniform titles

Programme Outcomes (POs):

- Understand how to render a Pseudonym ‘Main Entry’ and Reference Added Entries.’
- Learn and apply rule of Uniform Titles in Rendering religious scriptures, and literary items.
- Learn and apply the entry and form of corporate bodies.
- Understand and apply the choice of corporate body as an author, in the leading section, under Main Entry Element in corporate bodies.

Unit 4: Cataloguing of simple periodicals and serials

Programme Outcomes (POs):

- Understand the rules in cataloguing of serials and periodicals

Unit 5: Cataloguing of non – print materials – cartographic materials, manuscripts, sound recordings, motion pictures, video recordings, Computer files.

Programme Outcomes (POs):

- Understand and apply the structuring the catalogue card, for non-book materials
- Learn and apply the use of material specific area for non-book materials cataloguing

BOOKS FOR STUDY AND REFERENCE:

- 1) Eritz, Deborah A. Cataloging with AACR2 and MARC21 for books, electronic resources, sound recording, video recordings and serials. 2ne ed. Delhi, Pentagon, 2009
- 2) Singh S.N and Prasad, H.N. Cataloguing Manual AACR – II. Delhi, B.R.Pub,1985
- 3) Weilis, Jean Ed. The Principles and Features of AACR. Ottawa, Canadian Lib., 1997

COURSE OUTCOME:

CO 1: Learn how to catalogue Book, Journal, conference proceedings and Non-book materials using AACR II.

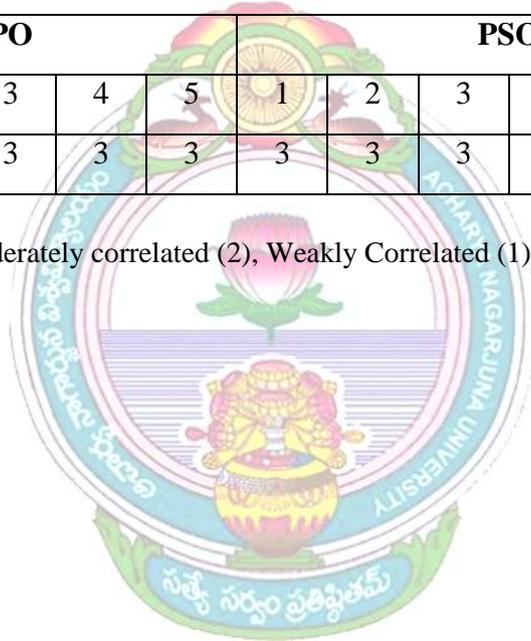
COURSE CONTENT:

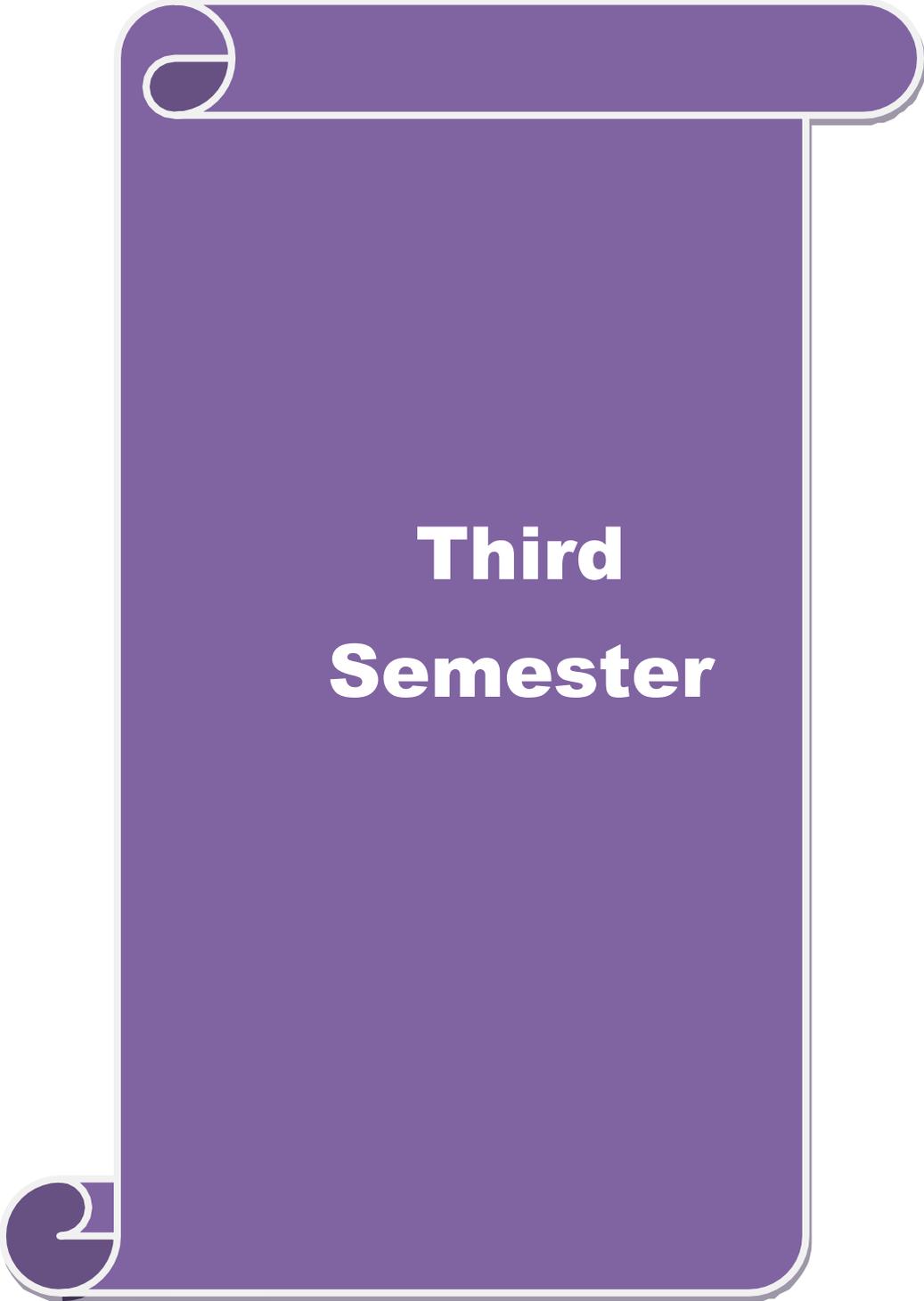
Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS206: Knowledge Organisation (Library Cataloguing Practice)											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).





**Third
Semester**

MASTER OF LIBRARY & INFORMATION SCIENCE (M.L.I.Sc.)

SEMESTER-III

MLIS 301 (22): RESEARCH METHODS AND STATISTICAL TECHNIQUES

COURSE OBJECTIVES:

- To understand about the concept of research and various types of research.
- To gain knowledge about the various research techniques and tools applicable to library and information science.
- To apply the process and tools of data analysis and interpretation.

COURSE OUTCOMES:

- 1) Understand the concept and meaning of research, need & purpose, types of research.
- 2) Gain knowledge in the research design, and writing research proposal.
- 3) Understand the application of data collection techniques & tools.
- 4) Know the formulation of Hypothesis and its testing
- 5) Analyze and appreciate different statistical packages and their use in LIS research.
- 6) Identify and gain knowledge about the style manuals used in report writing.
- 7) Study and understand about the trend of LIS Research in India.

COURSE CONTENT:

Unit1: Research methodology - concept-Need in library and Information Science
Scientific method of research; Kinds of research

PROGRAMME OUTCOMES (POS):

- Gain knowledge about the meaning & concept of Research.
- Identify the need & purpose of Research
- Analyse different kinds of research.

Unit 2: Review of Literature: Formulation of the Problem/Topic

Hypothesis: Concept, Need, Qualities, Sources, Types;

Research Design- Objectives - Need at different Phases

Programme Outcomes (POs):

- Understand about the aim and objectives of research design
- Analyse different types of hypotheses and their formulation and testing
- Identify the importance of Literature review in the research process

Unit 3: Research Methods—Scientific, Historical, Survey, Case Study, Experimental Delphi, etc.; Methods of data collection - techniques and tools; Bibliometrics - concept, need; Laws; Web metrics - basics

Programme Outcomes (POs):

- Learn about various Research Methods and their applicability in different situations.
- Understand about data collection techniques & tools.
- Analyze and appreciate Laws of Bibliometrics as well as Webometrics and their application in Library and Information science.

Unit 4: Sampling Technique and Methods; Data Analysis and Interpretation – Measures of Central Tendency, Mean, Mode, Median Measures of Dispersion, Variance and Co-variance Standard Deviation, Chi-square Test; Graphical Presentation of Data-Methods

Programme Outcomes (POs):

- Gain the knowledge about the sampling techniques and their application in LIS research.
- Understand the techniques of statistical analysis and its use in LIS Research.
- Analyse the data through different graphical presentation techniques.

Unit 5: Statistical Packages – general features, eg. SPASS; Report Writing, Style Manuals, LIS Research in India

Programme Outcomes (POs):

- Understand the Statistical Packages and their application in LIS research.
- Gain the knowledge of Report writing and understand the importance of style manuals
- Analyze and appreciate the growth of the LIS Research in India

BOOKS FOR STUDY AND REFERENCE:

- 1) Bajpai, S.R.: Methods of social survey & Research, Kanpur, Kitabgarh, Latest Ed.
- 2) Busha, Charles H. and Houter, S.P: Research Methods in Librarianship. New York, Academic Press, 1980.
- 3) Devarajan, G. Research in Library and Information Science. Delhi, Ess Ess Pub., 2002
- 4) Kothari, C.R.: Research Methodology: Methods and techniques, New Delhi, Wiley Eastern, 1985.
- 5) Krishan Kumar: Research Methods in LIS, New Delhi, Har-Anand, 1992.
- 6) Kumar, P.S.G. Research methods and Statistical Techniques (UGC ModelCurriculum). Delhi, B.R.Pub., 2003
- 7) Line, M.B.: Library Surveys, 2nd Ed., London, Clive Bingley, 1982.

- 8) Ravichandra Rao, I.K. Quantitative methods for Library and Information Science: New Age International, 2009
- 9) Ravichandra Rao, I.K.: Quantitative Methods for Library and information Science, New Delhi, Wiley Eastern, 1983.
- 10) Sehgal, R.L. Applied Statistics for Library science Research. Vol. I and II. New Delhi, Ess Ess Pub., 1998
- 11) Sehgal, R.L. Designing and Evaluation of Research in Library Science Vol.1. New Delhi, Ess Ess Pub., 1998
- 12) Sehgal, R.L. Statistical Techniques for Librarians. New Delhi, Ess Ess Pub., 1998
- 13) Sharma Pandey S.K. Universe of Knowledge and Research Methodology. Delhi, Ken Pub.,1990.
- 14) Simpson, I.S.: Basic Statistics for librarians, 2nd ed., London, Clive Bingley, 1983.

COURSE OUTCOME:

- CO 1: Attain the Knowledge on the concept, need, purpose and kinds of research.
 CO 2: Understand the research design, importance of literature review and Hypothesis
 CO 3: Familiarize with data collection techniques and Bibliometrics etc.
 CO 4: Learn Sampling techniques, statistical analysis and data and presentation.
 CO 5: Learn statistical packages, Report writing and appreciate LIS research in India.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS301: Research Methods and Statistical techniques											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (0).

MLIS 302 (22): LIBRARY AUTOMATION AND NETWORKING

COURSE OBJECTIVES:

- To impart to the student an understanding of the planning and design of automated library systems
- To acquaint the students to advanced in information technology
- To introduce the World Wide Web

COURSE OUTCOMES:

- 1) Understanding among the students how to automate the library and various library functions in the library
- 2) Evaluate the library software and hardware and study the compatibility of the software
- 3) Understand the knowledge about how to organize and manage the Acquisition, Circulation control other activities of processing and serials control, office automation, budget control
- 4) Understand the knowledge about how to organize the library database – books, periodicals & news papers and important features like - computerized documentation services/integrated set of information systems its & use
- 5) Understand the importance infrastructure facilities, LAN, WAN and MAN, need for telecommunication technologies and computer and communication technology, and information networks and know how to subscribe the required e-sources, e-journals, etc. followed the use of Indi-cat and World-cat
- 6) Basic knowledge about the function of WWW and how to use the search engines through Internet for providing information services, in various forms of e-resources and Web-services in the library.

COURSE CONTENT:

Unit 1: Library automation-planning and implementation. Automation and networking of Library Housekeeping routines- Acquisition, Cataloguing, Circulation, Serials control, Information Retrieval and Services, Office Management

PROGRAMME OUTCOMES (PO's):

- Gain basic understanding among the students how to computerize the library various library functions in library
- Able to know about how to plan library automation
- Understand the library routine activities of processing i.e cataloguing classification subject headings and Accessing
- Analyze the integrated modules

Unit 2: Databases– use of visual Basic and SQL, Networks – topologies; types

Networking of libraries in different environments - LAN, WAN, Internet, intranet;
Online databases and web resources Practice

PROGRAMME OUTCOMES (PO's):

- Study the detail of the database and its creation using Visual Basic and SQL
- Understand the computer networks and topologies
- Understand the student about online databases and web resources
- Understand student about internet and intranet

Unit 3: Creation of Database using CDS/ISIS and WINISIS– Search and Retrieval; Training in open source library automation software KOHA

Programme Outcomes (POs):

- Analyse the knowledge about how to organize the library database
- Understand the types of library software wiz in-house,commercially developed and software with MARC features
- Identify the CDS/ISIS and KOHA its features and application in the creation of databases in library

Unit 4: Training in open source library automation software NewGenlib

Programme Outcomes (POs):

- Identify the importance of open source library software
- Able to have hands-on experience of using NewGenLib

Unit 5: Creation and hosting of Web blog with links to various library OPACs; online libraries; open source – e-books, e- journals, e-learning packages.

Programme Outcomes (POs):

- Analyze the basic knowledge about the creation of web blogs.
- Understand the creation of library web blog with links to other library OPACs and remote digital resources
- Understand how to use the web sources and introduction of web services in the library

BOOKS FOR STUDY AND REFERENCE:

- 1) Agarwal, Vibhuti. Library Networking: Challenges & Opportunities. Delhi, Rajat Pub., 2000
- 2) Arunima Baruah ed. Library Database Management. Delhi, Gyan Books, 2002
- 3) Chopra, Y.L. & Chopra, Mamta (ed). Challenges before Library and Information science new Millennium. Delhi, Ess Ess, 2001

- 4) Elemenri and S. Navathe. Fundamentals of Database System. Delhi, Dorling Kindersley, 2008
- 5) Faruqi, KK and Alam, M. Library Information systems and E- Journal Archiving. New Delhi, Authors Press, 2005.
- 6) Garkoti, G.K. Concise Encyclopaedia of Library and Information Technology. Delhi, Ess Ess, 2001
- 7) Gopal, Krishan. Library Online Cataloguing in Digital Way. Delhi, Authors Press Pub, 2000
- 8) Gopal, Krishan. Technological future of Library and Information Science. Delhi, Authors Press, 2001.
- 9) Haravu, L.J. Library Automation – design, principles and practice. New Delhi, Allied, 2004.
- 10) Kashyap, Madan Mohan. Computer based library systems designing techniques. New Delhi, Sterling, 1999
- 11) Kumar, P.S.G. Information Technology: Applications (Theory & Practice (paper XI and XIV of UGC Model Curriculum). Delhi, B.R.Pub., 2004
- 12) Mahender Pratap Singh. Use of Information Technology in Library and Information Science. Delhi, Abhijeet Pub, 2004
- 13) Malavya V.C. Library Information Technology for the next Millennium. Delhi, Ess Ess, 1999
- 14) Mishra, R.C. Information Warfare & Cyber Security. Author Press, 2003
- 15) Palmer, Martin. Making the RFID most useful in libraries. London, Facet, 2009
- 16) Pandey, S.K. Electronic Media and Library Information Technology. Delhi, Anmol, 2000
- 17) Prasanna Kumar H.E. Multimedia: Its application in Library and Information Science. Delhi, Ess Ess, 2002
- 18) Rai, A.N. Communication in the Digital Age. Delhi, Authors Press, 2000
- 19) Ramamurthy, C.R. Globalisation & Library Information Networking. Delhi, Authors Press, 2003
- 20) Rowley, Jennifer. The Electronic Library. 4th Ed. London, Lib. Assoc., 1996
- 21) S.K. Basandra & S. Jaiswal, Local Area Networks. Delhi, Galgotia Pub., 2001
- 22) Sashikala Subbarao V. Library Management through Automation and Networking. Bombay, Allied pub, 1999.
- 23) Satyanarayana B and Others. Multimedia: Its Applications in Library and Information Science. Chennai, TR Pub, 1998
- 24) Satyapriya Bhattacharjee. Data Communication and Networks. Delhi, Dominant Pub, 2002.

COURSE OUTCOME:

CO 1: Attain the Knowledge on planning and implementation of computerization of library operations

CO 2: Understand computer networks, Internet, Intranet and database creation

CO 3: Familiarize with Library database creation using different library software packages

CO 4: Able to automate library operations using NewGenLib software.

CO 5: Familiarize with Web Blogs and e-resources.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS302: Library Automation and Networking											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 303 (22): INFORMATION SOURCES AND SERVICES

COURSE OBJECTIVES:

- To Familiarize students with a board range of information sources i,e, from early forms to modern forms
- To develop evolution and practical skills in dealing with information sources
- To acquaint students to sources of information in new media
- Familiarize the student with the concept of information services for different user groups
- To acquaint the student with the techniques of various information services

COURSE OUTCOMES:

- 1) Gain comprehensive idea on the various information sources
- 2) Identify the primary, secondary, tertiary and internet information sources
- 3) Evaluate various information sources
- 4) Understand the databases and various digital library information sources
- 5) Understand and apply various information services
- 6) Understand the various reference sources and their important
- 7) Analyze and consolidation repackaging products
- 8) 8. Gain the knowledge about user education techniques

COURSE CONTENT:

Unit 1: Information Sources – Definition, characteristics, importance, types – Primary, secondary, tertiary; Documentary and non-documentary (human and organizational) Study and evaluation of print and electronic reference sources: Encyclopedias, Dictionaries Biographical sources, Geographical source.

Programme Outcomes (POs):

- Gain comprehensive idea on various source of information in the information systems
- Identify various categories of sources and their importance
- Analyze and evolution of different sources

Unit 2: Study and evaluation of print and electronic ready reference sources: Yearbooks, Almanacs, Directories, Handbooks and Manuals, Statistical sources, Current event sources

Programme Outcomes (POs):

- Study about the different ready reference sources
- Understand the importance of each reference source and its evolution techniques
- Detail for the Understanding of bibliographical and geographical sources

Unit3:: Reference services – concept, trends; different types of reference services.

Programme Outcomes (POs):

- Gain the knowledge about the reference services
- Identify the long range and short range services and referral services

Unit 4: Information analysis and consolidation services - Current awareness services – CAS, SDI, Digest Services, State of the Art and Trend reports and latest trends in electronic environment. Document delivery services – Inter library Lending, Translation services

Programme Outcomes (POs):

- Learn about CAS/SDI services
- Understand the preparation various report also dealt
- Analyze different services ILL, translation services etc...

Unit 5: Internet based information services; Library 2.0 and 3.0.Application of Cloud Computing-Basics

Programme Outcomes (POs):

- Analyze the internet and its services
- Understand and distinguish library 2.0 and 3.0
- Understand the cloud computing

BOOKS FOR STUDY AND REFERENCE:

- 1) Ackerman, Earnest & Hartman, Karen. The Information Specialist's Guide to Searching and Researching on the Internet and the World Wide Web. Chicago, Fitzroy Dearborn, 1999
- 2) Atherton, Pauline. Handbook of Information Systems and Services. Paris, UNESCO, 1977
- 3) Balakrishnan, Shyama & Paliwal, P.K. Abstracting practices in Libraries. Delhi, Anmol, 2001
- 4) Balakrishnan, Shyama & Paliwal, P.K. Library and Multimedia Resource. Delhi, Anmol, 2001
- 5) Balakrishnan, Shyama & Paliwal, P.K. Modern Information Retrieval. Delhi, Anmol, 2001
- 6) Bradley, Phill. How to use web 2.0 in your library. London, Facet, 2008
- 7) Chowdhury, G.G. Introduction to modern information retrieval. 2nd Ed. London, Facet, 2006
- 8) Crawford, John. Evaluation of Library and Information Services. UK, ASLIB, 2000
- 9) Ganguly, R.C. Transformation of library services. Delhi, Isha books, 2007
- 10) Girija Kumar and Krishnan Kumar: Bibliography, 2nd Rev. Ed., New Delhi, Vikas Pub. House, 1981.
- 11) Guha, B.: Documentation and Information, 2nd Ed., Calcutta, World Press, 1982.
- 12) Kahn, Mirian B. Studies in Library and Information Science. 4 Vol. Vol.1: Fundamentals of technical services management. Delhi, Pentagon, 2009
- 13) Katz, A.: Introduction to Reference Work, Vol. II Reference Services and Reference Processes. New York, McGraw Hill, 1982
- 14) Katz, A: Introduction to Reference Work, Vol. I Basic Information Sources, New York, McGraw Hill, 1982;
- 15) Krishan Kumar: Reference service, 3rd Rev. Ed., New Delhi, Vikas Pub., 1987.
- 16) Kumar, P.S.G. Information Analysis, Repackaging consolidation & Information retrieval (paper X and XI of UGC Model Curriculum)). Delhi, B.R. Pub., 2003

- 17) Kumar, P.S.G. Information Sources and Services: theory and practice (Paper VI and VIII of UGC Model Curriculum). Delhi, B.R.Pub., 2003
- 18) Kumar, P.S.G. Library and Users: theory and Practice (Paper VIII of UGC Model Curriculum) Delhi, B.R.Pub., 2003
- 19) Lancaster, F.W.: Information Retrieval Systems: Characteristics testing and evaluation, London, Butterworth, 1981
- 20) Mukherjee, A.K.: Reference work and its tools, Ed. 2, Calcutta, World Press, 1971;
- 21) Pandey, S.K. Ed. Library Information Retrieval. Delhi, Anmol, 2000
- 22) Prasher, R.G: Information & its communication, New Delhi, Medallion Press, 1991.
- 23) Raman Nair, R. Internet for Library and Information Services. New Delhi, Ess Ess Pub, 1999
- 24) Rowley, J.E. and Turner, M.D. The Dissemination of Information, London, Andre Deutsch, 1978.
- 25) Rowley, J.E: Abstracting and Indexing. London, Clive Bingley, 1982.

COURSE OUTCOME:

- CO 1: Learn the basic concepts of Information sources and types.
 CO 2: Understand Ready reference sources and their evaluation
 CO 3: Gain the knowledge of reference and referral services.
 CO 4: Learn about CAS/SDI, ILL and translation services
 CO 5: Analyze the internet services, Library 2 etc.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS303: Information sources and services											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 304 (22): DIGITAL LIBRARIES

COURSE OBJECTIVES:

- To make the student understand the concept of digital libraries and major digital library initiatives.
- To acquaint the student on management of digital resources.
- To enable students to analyze and appreciate different digitization techniques and their application.

COURSE OUTCOMES:

- 1) Understand the nature and scope of digital library.
- 2) Identify the types of digital libraries, and digital library initiatives in India and abroad.
- 3) Analyze the available library software and hardware used in digitization.
- 4) Learn the application of Digital Library software such as Fedora, GSDL, E-prints D-Space and how to develop a digital library.
- 5) Gain the knowledge of ethical, legal and social issues of Digital libraries.
- 6) Learn about digital rights management and its application.
- 7) Understand and appreciate digital preservation, and methods to evaluate the digital libraries.

COURSE CONTENT:

Unit 1: Digital Library –Definition, evolution; nature and scope; Types; Digital Library Initiatives – an overview.

Program outcomes (POs):

- Understand the basics about the Digital libraries and its activities.
- Acquire the knowledge of the digital library need and scope.
- Analyze and appreciate the digital library initiatives in India and abroad

Unit 2: Digital library technologies; Digital data formats; Digital representation and compression Digital library software Open source software - Basic features of Fedora,GSDL, E-Prints, DSpace

Programme Outcomes (POs):

- Identify the basic technology requirements to create digital library..
- Understand the important features of digital representation, formats and its compression techniques.
- Analyze and know the application of different digital library software viz. Fedora, GSDL, E-Prints – D Space etc.,

Unit 3: Digitization process; Selection of material; Copyright and licensing, Preparation / Curation, Image capturing and production; Creation of metadata, Creation of full text and file management

Programme Outcomes (POs):

- Understand the Digitization process and image capturing methods.
- Gain knowledge in selection and preparation of material for digitization.
- Know the application of different file management methods.
- Learn about Metadata and its creation

Unit 4: Digital libraries access - economic, ethical and social issues; User interfaces – tools and techniques; Digital Rights Management; Data security and privacy

Programme Outcomes (POs):

- Identify and learn the economic, ethical and social issues of accessing digital libraries.
- Understand types of interface developed to retrieve the data from the digital libraries.
- Understand and digest about the strategies applied to digital rights management.
- Analyze the policies and procedures followed for the data security and privacy.
- gain knowledge about the intellectual property rights

Unit 5: Management of digital libraries H.R. needs for digital libraries Financial management, Digital preservation and archiving, Evaluation of digital libraries

Programme Outcomes (POs):

- Acquire knowledge about the H.R needs of digital library.
- Analyze the techniques to preserve the digital content and digital objects archiving.
- Learn and apply the evaluation techniques for digital libraries.

BOOKS FOR STUDY AND REFERENCE:

- 1) Balakrishnan, Shyama & Paliwal, P.K. Library Digital Technology. Delhi, Anmol, 2001
- 2) Brogan, Martha L. A survey of Digital Library Aggregation service. Washington, Digital Library Federation, 2003
- 3) Brogan, Martha L. Contexts and Contribution: Building the distributed library. Washington, Digital Library Federation, 2003
- 4) Ganguly, R.C. Digital libraries: Challenges and prospects. Delhi, Isha books, 2007
- 5) Iorna and Hughes. Digitizing Collections. London, Facet, 2004
- 6) Pedley, Paul. Digital Copyright. 2nd ed. London, Facet, 2009
- 7) Singh, Ram Shobhit. Encyclopaedia of digital libraries. 2 Vols, Vol.1&2. New Delhi, Anmol Pub, 2008
- 8) Chowdhury, G.G. and Foo, Schubert, Eds. Digital Libraries and Information Access: Research perspectives. Facet pub, 2012.

COURSE OUTCOME:

CO 1: Attain the Knowledge on Digital libraries and their initiatives in India.

CO 2: Understand Digital library technologies and DL software

CO 3: Familiarize with Digitization and file management.

CO 4: Learn digital library access ethics, digital rights and data security

CO 5: Familiarize with preservation techniques of digital library and HR needs of DL

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS304: Digital Libraries											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 305 (22): TECHNICAL WRITING

COURSE OBJECTIVES:

- To make the students up to date with the forms, functions, of technical documents.
- To indentify the students combine analysis, organization, and visual element to pursue high standards in document design culminating in a major technical writing project.
- Enable the students learn about the information reports and memos, user reports, Technical instructions, Technical descriptions and technical report etc.

COURSE OUTCOMES:

- 1) Students will understand different forms of technical documents.
- 2) Learns creation of Trend reports, Status reports Journal articles etc.
- 3) Understands the importance of language as medium of communication.
- 4) Apply different editing tools and style manuals.
- 5) Gain knowledge in proof reading

COURSE CONTENT:

Unit 1: Communication process: characteristic features of technical writing reader – writer relationship.

Programme Outcomes (POs):

- Understands communication process
- Learn the characteristics of technical writing
- Analyze reader – writer relationship

Unit 2: Language as a medium for communication, readability and text, aberrations in technical writing.

Programme Outcomes (POs):

- Gain knowledge in using language as a medium of communication
- Understands aberrations in technical writing

Unit 3: Organization and presentation of data in abstract textual matter, references, preparation of popular Articles, technical reports, monographs, house journals.

Programme Outcomes (POs):

- Learn the organization of Data
- Understands the differences of Articles, Technical reports, Monographs etc.
- Applies different styles in presenting textual matter and references.

Unit 4: Repackaging of information, content creation. Content Description, Preparation of review article, Trend report, progress reports.

Programme Outcomes (POs):

- Create repackages of Information
- Understands content creation and description
- Learn the preparation of Review articles, Trend reports etc.

Unit 5: Editorial process- copy editing, punctuation and capitalizations, standard abbreviations; Editorial tools – use of style manuals- proof reading.

Programme Outcomes (POs):

- Understands editorial process.
- Learn the usage of editorial tools
- Gain knowledge in proof reading.

SELECTED TEXT AND REFERENCE BOOKS:

- 1) Harrison(c); Readability in the class room, Cambridge, University Press. 1980
- 2) Khanna (JK): Communicating Knowledge, V-1- Gateway to knowledge. Kurukshetra, Research Publications. 1997.p.84-139.
- 3) Neelameghan (A): Presentation of ideas in technical writing. Delhi, Vikas publishing house Pvt Ltd.1975.189p.
- 4) Ragalakshmi (D); Managing human relations in libraries & information centers. (Library Hearld V.32; no1-2; April-Sep 1994;p 46-59)
- 5) Sharma (RD): Organizational Management New Delhi; Light & Life Publishers.1978.p.1.15.
- 6) Weismann (Hermann M): Basic technical writing 4th ed. Columbus, Charles E. Merrill Publishing co. 1980p.215-238.
- 7) <https://techwhirl.com/what-is-techbnical-writing> .
- 8) <https://www.instructionalsolutions.com/blog/what-is-technical-writing>.
- 9) <https://online-learning.com/technical-writing>.

COURSE OUTCOME:

- CO 1: Attain the Knowledge on Communication process of a Document.
 CO 2: understand language as medium of communication in technical writing
 CO 3: Familiarize with the concept of Organization and presentation of data.
 CO 4: Able to create content form trend reports and repackage of Information.
 CO 5: Familiarize with the use of style manuals in technical writing.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS305: Technical Writing												
CO/PO	PO					PSO						
	1	2	3	4	5	1	2	3	4	5	6	
CO 1	3	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



MLIS 306 (22): LIBRARY USE AND USER STUDIES

COURSE OBJECTIVES:

- To introduce the students about the basics of Library use and user studies.
- To acquaint the students with basics of User studies.
- To provide an overview of the brief history and importance of User studies.
- To make the students understand the different methodologies applicable to conduct User studies.

COURSE OUTCOMES:

- The courses covered in this programme include Library use and User studies.
- This programme helps the students to gain competencies in Library use and basics of User studies, which will allow graduates for successful careers in libraries and information environments.
- This programme will make students understand the Importance and brief history of User studies.
- The graduates of this programme will equip with methodologies of conducting User studies.
- The students will be able to know the user needs and behavior to provide need based services.

COURSE CONTENT:

Unit 1: Introduction to User studies; Categories of Users; Review of Literature on User Studies; Evolution of User Studies

Programme Outcomes (POs):

- Student will be able to understand the basics, scope, importance and brief history of User studies
- This unit enables students learn elaborative methodologies applicable to conduct User studies
- Students will know the categories of users and methods of user studies
- This unit enable the students about the origin and development of User studies
- Students learn about recent trends in User studies
- Students will understand the concept of Review of Literature on User studies
- Students learn about characteristics of users and their behavior.

Unit 2: Identification of Information needs of Users; Assessment of Information needs of different categories of users; Methods and techniques of Use studies

Programme Outcomes (POs):

- This unit enables students learn about how to assess the Information needs of different categories of users

- Students will know about types of methods and techniques of Use studies
- Make the students understand about conventional and nonconventional, direct and indirect, general and special methods of use studies.

Unit 3: User Education: concept and need; Recent trends in User Education; Recent trends in User studies; Information needs of persons with disabilities

Programme Outcomes (POs):

- This unit will enable the students to understand the need and concept of user education.
- This unit enables students learn about recent trends in user education
- Students will know about recent trends in User studies
- Students will understand different categories and information needs of persons with disabilities.

Unit 4: Information seeking behavior: what, why and how; Information seeking behavior: concepts and methods; Models of Information seeking behavior; Online Information seeking behavior.

Programme Outcomes (POs):

- This unit will enable the students to understand the concept of Information seeking behavior.
- This unit enables students learn about different methods of Information seeking behavior.
- Students will know about the need and purpose of Information use.
- Students will identify the methods used for information seeking and various models of information seeking behavior.
- Students will understand how researchers use online electronic resources.

Unit 5: Information search strategies and principles; An overview of research output on User studies; Ranganathan's philosophy on User studies

Programme Outcomes (POs):

- This unit will enable the students to understand the Information search strategies and techniques.
- This unit enables students to know about significance of research on User studies.
- Students will know the role of agencies working on user studies
- Students will understand S.R. Ranganathan's philosophy on User studies
- Students understand the Five Laws of Library Science in respect of User studies

BOOKS FOR STUDY AND REFERENCE:

- 1) Chandal, A.F.Saraf and Veena. Studies in Information seeking behavior and use. *J of Library and Information Science*
- 2) *Science*. Vol.27, No.2 (2002), 152-74
- 3) Crawford, C.A. (1978). "Information needs and users" *Annual Review of Information Science & technology*
- 4) Vol.5.No.2 (1978) p61-68

- 5) David, R. and Bailey, C.A. Bibliography of User Study, Philadelphia, 1969
- 6) Devrajan, G. Users approach to Information in Libraries. New Delhi, Ess Ess, 1989
- 7) Fisher, K.E. et. al. ed. Theories of Information behavior. New Delhi, Ess Ess, 2008
- 8) Siatri, R. Evolution of User Studies. *Libri* 48,3 1999,p132-41
- 9) Sood, S.P. User education in Academic libraries. New Delhi, Ess Ess, 1988
- 10) Wilson, T.D. Models in Information behavior research, *J of Documentation*, 55,3 , 1999,p 249-70
- 11) <http://www.clir.org/about>
- 12) <http://www.jstor.org>

COURSE OUTCOME:

CO 1: Attain knowledge about categories of users and evolution of user studies

CO 2: Understand methods and techniques of user studies and learn needs of users

CO 3: Familiarize, with recent trends in User education and User studies.

CO 4: Analyze Information seeking behavior of different categories of Users.

CO 5: Understand Ranganathan's philosophy on User studies.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS306: Library use and user studies											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



Fourth Semester

MASTER OF LIBRARY & INFORMATION SCIENCE

SEMESTER-IV

MLIS 401(22): MARKETING OF INFORMATION SERVICES AND PRODUCTS

COURSE OBJECTIVES:

- To understand about the concept of market and their application in LIS.
- To understand about the marketing strategies and promotion design applicable for LIS products and services.
- To understand about the information industry and its agencies.

COURSE OUTCOMES:

- 1) Understand the concept, definition of marketing, value, benefit, transaction, production.
- 2) Identify and learn the economics of information.
- 3) Analyze and apply the marketing strategies.
- 4) Understand the market segmentation, consumer behavior and their role in Marketing of information
- 5) Apply the Promotion Strategies & Dissemination and Delivery Systems
- 6) Understand and apply the Marketing Audit Measurement and Forecasting
- 7) Learn and apply the marketing mix , product life cycle, pricing discussions .
- 8) Understand information industry components like INFORMATICS, NISCAIR, DAILOG, and BLAISE.

COURSE CONTENT:

Unit 1: The Marketing Concept - Definition – Relevance and Application in the Information Field Economics of Information costs, value, benefit, transaction, Production.

PROGRAMME OUTCOMES (POS):

- Learn the marketing concept, definition and its application in LIS.
- Identify and get knowledge of the economics of information.

Unit 2: Planning and Design of Marketing Strategy - Types, Stages - Marketing Audit Measurement and Forecasting - Applying Marketing Strategies in Libraries and IC's.

Programme Outcomes (POs):

- Understand and apply the planning & designing of marketing strategies in LIS.
- Analyze the Marketing Audit Measurement and Forecasting
- Understand and apply Marketing Strategies to Libraries and IC's.

Unit 3: Marketing Research-Objectives and Strategies Marketing Segmentation and Targeting-Methods- Consumer /User Behavioral Analysis - Models Application to Library and IC Users

Programme Outcomes (POs):

- Identify the marketing segmentation
- Gain knowledge about consumer Targeting-Methods.
- Understand the consumer behavior analysis and apply in marketing

Unit 4: Marketing Mix-New Product Development and Designing Products; Product Life Cycle Pricing Decisions; Promotion Strategies; Dissemination and Delivery Systems; Product Development and Dissemination in L & IC's

Programme Outcomes (POs):

- Gain the knowledge about the Marketing Mix and use in LIS Marketing
- Understand the Product Life Cycle , Pricing Decisions .
- Analyze and apply Promotion Strategies & Dissemination and Delivery Systems

Unit 5: The Information Industry - Components Information and Information Product Marketing-Agencies and Services-in India and abroad INFORMATICS, NISCAIR SERVICES, DIALOG, BLAISE.

Programme Outcomes (POs):

- Understand about the information industry components .
- Gain knowledge about Marketing- Agencies and Services-in India and abroad

BOOKS FOR STUDY AND REFERENCE:

- 1) Bellardo, Trudi & Waldhart, Thomas, J.: “Marketing products and services in academic libraries, Libri, 27(3), September 1977.
- 2) Casper, Cheryl A.: Pricing policy for library services, JASIS, 30(5), May 1979.
- 3) Chopra, H.S., Ed.: Information marketing. Delhi, Rawat Pub., 1996
- 4) Christou, C.: “Marketing the information centre: a blueprint for action”, Wilson Library Bulletin, 62(8), August 1988.
- 5) Condous, C.: “Non-profit marketing – library’s future”, Aslib Proceedings, 35(10), Oct., 1983.
- 6) Cronin, Blaise: “New technology and marketing – the challenge for libraries”, Aslib proceedings, 34(9), Sept., 1982.
- 7) De Saez, E.E.: Marketing concepts for libraries and information centres, LA, London, 1993.
- 8) Eileen Elliott, De Saez. Marketing Concepts for Libraries and Information Services. 2nd Edition. New York, Neal-Schuman Publishers, 2002
- 9) Flaton, Trine Kolderup ed. Management, marketing and promotion of library services based on statistics analysis and evaluation. Munchon, K.G. Saur Verlage Pub., 2006

- 10) Gorchels, Linda, M.: “Trends in Marketing services”, Library Trends, 43(3), Winter, 1995.
- 11) Hannabuss, S.: “Measuring the value and marketing the service: an approach to library benefit”, Aslib Proceedings, 35(10), Oct., 1983.
- 12) Jain, Abhinandan et.al., Ed.: Marketing of library and information services, IIM, Ahmedabad, 1995.
- 13) Kapoor, S.K., Ed.: Marketing of library and information services in India: XIIIth IASLIC All India Conference held at Calcutta in 1988, IASLIC, Calcutta, 1988.
- 14) Kotler, Philip and Armstrong, Gary. Principles of Marketing. 12th Ed. Delhi, Dorling Kindersley (India) Pvt. Ltd, 2008
- 15) Massey, M.E.: “Market analysis and audience research for libraries”, Library Trends, 24(3), January, 1976.
- 16) Narayan, G.J. Library and Information Management. New Delhi, Prentice Hall, 1991
- 17) Pickup, J.A.: “What business are we really in”, Aslib Proceedings, 39(10), October 1987.
- 18) Rowlands, G.: “Towards an information market model”, Aslib Proceedings, 40(1), Jan.1988.
- 19) Seetharama, S. Libraries and information centres as profit making Institutions. New Delhi:Ess Ess Publications , 1998
- 20) Smith, R.: “Marketing the library”, Aslib Proceedings, 39(9), September 1987.
Woods, B.: “Evaluation of marketing information: some current practices and trends, Aslib proceedings, 44(10), October 1992.
- 21) Web, Sylvia P. and Winterton Jules. Fee-based services in Library and Information Centres. London, Europa Yearbook, 2003

COURSE OUTCOME:

CO 1: Learnt basic concepts of Marketing.

CO 2: Acquired knowledge about Market Auditing and its application to LIS.

CO 3: Analyze Market segmentation, targeting and Market research and application in LIS.

CO 4: Gain knowledge in Marketing Mix, Product Life Cycle, Pricing and Promotion

CO 5: Understand the Information Marketing agencies in LIS at National and International level

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS401: Marketing of Information services and products											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).



MLIS 402 (22): INFORMATION LITERACY

COURSE OBJECTIVES:

- To introduce to the students the concept of information literacy and its importance in contemporary knowledge society.
- To make the student familiar with the various models of information literacy and their application.
- To create knowledge on Information Literacy standards and guidelines, forums and online resources.

COURSE OUTCOMES:

- Understand the Information Literacy Programs (ILP) and their importance.
- Analyze and distinguish between User Orientation Programs and ILP.
- Identify and understand the importance of IL and its impact on education and lifelong learning.
- Analyze different models of IL with examples.
- Gain comprehensive knowledge on National Forums on IL, ILP Online Resources and PRIMO.
- Understand and implement the IL programs.
- Analyze and appreciate different methods of evaluation of information resources.

COURSE CONTENT:

Unit1: Information literacy – Meaning, definition, objectives and Importance.

Information literacy skills in Educational and research environment.

Information literacy and lifelong learning

PROGRAMME OUTCOMES (POS):

- Gain complete knowledge on meaning, definition, objectives and importance of IL programs in the Education system.
- Understand the role of IL programs and lifelong learning.

Unit 2:Information literacy models – Features and examples: Instructional techniques and methods; Information Literacy Programmes – planning & design.

Programme Outcomes (POs):

- Study and analyze different Information Literacy models
- Gain knowledge of how to plan and introduce ILP.
- Identify and appreciate various instruction techniques and methods followed.

Unit 3: Information Literacy Skills for Students – Print literacy skills, Computer Skills, Internet search Skills and Multimedia literacy skills.

Programme Outcomes (POs):

- Gain wide knowledge in various literacy skills.
- Understanding about the print literacy skills and computer literacy skills needed.
- Learn the importance of Internet search skills and multimedia literacy skills in Information search and use.
- Acquire knowledge of how to solve the computer technology barriers in information transfer cycle.

Unit 4: Digital literacy skills, Media literacy skills, Legal and ethical literacy skills.

Information access and use-implications of Copy right, Plagiarism and fair use.

Programme Outcomes (POs):

- Understand Digital literacy skills, media literacy skills, Legal and ethical Literacy skills.
- Analyze the implications of copy right and plagiarism

Unit 5: IL skills for evaluation of print and online information and information sources.

Tests and Assignments to evaluate information literacy skills and competencies of target groups.

Programme Outcomes (POs):

- Analyze the Information Literacy skills for evaluation of information sources.
- Identify and apply different tests in evaluation ILP.

BOOKS FOR STUDY AND REFERENCE:

- 1) Blanchett, Helen. A guide to teach Information Literacy. London, Facet, 2010
- 2) Corral, Sheila. Information literacy through inquiry. London, Facet, 2010
- 3) Devine, Jane. Going Beyond Google: The invisible web in learning and teaching. London, Facet, 2009
- 4) Godwin, Peter and Parker, Jo. Eds. Information literacy meets Library 2.0. London, Facet, 2008
- 5) Martin, Allan and Rader, Hannelore. Information and IT Literacy: Enabling learning in the 21st century. London, Facet, 2003
- 6) Information Age. V 3 (3) July 2009
- 7) Proceedings of the *National Seminar on Information Literacy for Higher Education*, January 29-30, 2007.
- 8) Organized by Dept. of Library and information Science, University of Madras.
- 9) Information Literacy in the Wild (free downloadable e-book) Edited by Kristin Fontichiaro www.sla.org.uk › *Blog/News*; <http://www.smashwords.com/books/view/115254>
- 10) It is also available as a formatted-for-print PDF: <http://bit.ly/infowild>
- 11) Overview of information literacy resources worldwide. Compiled by Dr Forest Woody Horton Jr. Paris, UNESCO, 2013. Freely downloadable e-book available at: <http://unesdoc.unesco.org/images/0021/002196/219667e.pdf>

- 12) Understanding information literacy: a primer. compiled by Dr Forest Woody Horton Jr.Paris, UNESCO, 2008. Freely downloadable e-book available at:
 13) <http://unesdoc.unesco.org/images/0015/001570/157020e.pdf>
 14) The Information Literacy User’s Guide: An Open, Online Textbook. Ed by Greg Bobish and Trudi Jacobson. SUNY Albany ,2014.Downloadable since Feb. 2015 from site:
<http://textbooks.opensuny.org/the-information-literacy-users-guide-an-open-online-textbook/>

COURSE OUTCOME:

- CO 1: Gain knowledge about Information Literacy skills and its role in Education, Research and Life
 CO 2: Understand about Information Literacy methods and models
 CO 3: Familiarize with Information Literacy skills needed for students.
 CO 4: Learn digital, legal, Ethical skills and plagiarism
 CO 5: Familiarize with Information literacy skills needed for evaluation of information sources.

COURSE CONTENT:

Class	M.L.I.Sc.	Semester	1
Cognitive Level	K-1	Remembering	30
	K-2	Understanding	30
	K-3	Applying	20
	K-4	Analyzing	10
	K-6	Creating	10

MAPPING:

MLIS402: Information Literacy											
CO/PO	PO					PSO					
	1	2	3	4	5	1	2	3	4	5	6
CO 1	3	3	3	3	3	3	3	3	3	3	3
CO 2	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3

Strongly correlated (3), moderately correlated (2), Weakly Correlated (1), No Correlation (o).

MLIS 403 (22): PROJECT AND VIVA-VOCE

COURSE OBJECTIVES:

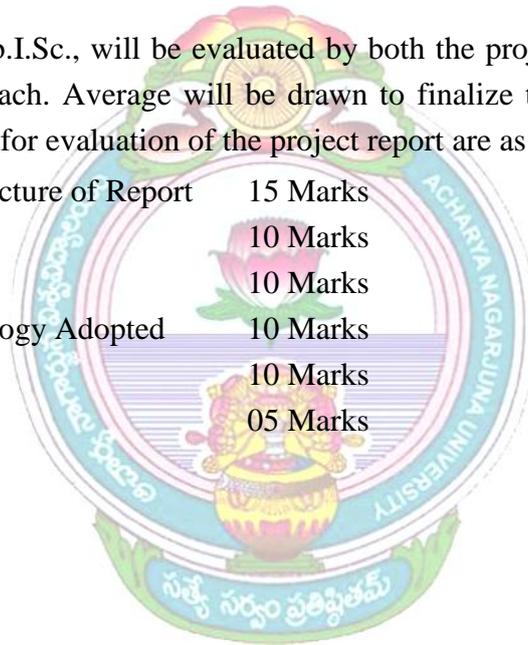
- To understand about the research methods and their application in LIS.
- To understand about conducting research and writing reports or dissertation
- To train the student in data collection techniques
- To prepare the student for further studies like M.Phil., Ph.D.

COURSE OUTCOMES:

- 1) Understand the concept, process and methods of research
- 2) Learn data collection techniques
- 3) Write reports/dissertations regarding the style and standards to be followed.

The dissertation of M.Lib.I.Sc., will be evaluated by both the project guide and the external examiner for 60 marks each. Average will be drawn to finalize the marks of end semester examination. The criteria for evaluation of the project report are as follows:

- | | |
|---|----------|
| 1) Organisation and Structure of Report | 15 Marks |
| 2) Literature Review | 10 Marks |
| 3) Style of Presentation | 10 Marks |
| 4) Standard of Methodology Adopted | 10 Marks |
| 5) Novelty and Utility | 10 Marks |
| 6) Referencing Style | 05 Marks |



MLIS 404 (22): INTERNSHIP AND RECORDS

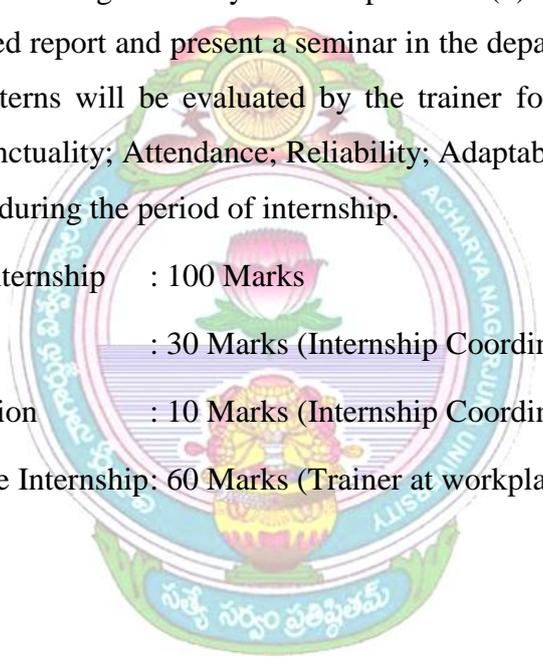
COURSE OBJECTIVES:

- To make the student understand the concept of internship
- To introduce the student to the practical working conditions and application of theory in practice and enable himself suitable to information industry.

COURSE OUTCOMES:

- The student becomes well versed with all operations of Library
- The student gets hands on experience with Library application software
- Enable the student in group working and communication skills.

The interns are expected to undergo a library internship for one (1) month in reputed libraries. They will submit a detailed report and present a seminar in the department for the evaluation. At the workplace, the interns will be evaluated by the trainer for 60 marks based on the following parameters: Punctuality; Attendance; Reliability; Adaptability; Interpersonal Skills; and Overall Performance during the period of internship.



Total Marks for Internship	: 100 Marks
Report	: 30 Marks (Internship Coordinator/HOD)
Seminar Presentation	: 10 Marks (Internship Coordinator/HOD)
Performance of the Internship	: 60 Marks (Trainer at workplace) at work place.

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