MOHANLAL SUKHADIA UNIVERSITY

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

Faculty of Social Sciences

SYLLABUS
M.Lib.I.Sc
(Under Choice Based Credit System)

2019-20 onwards

Librarianship as a Career

Libraries are now universally recognized as important social institutions, no community is considered complete without a library. The rapid increase in production of recorded knowledge, have led to the expansion of libraries and the development of their services. A library is an important element of a community; an academic library is an essential part of an educational institution school, college or university; a business and industrial organization.

Librarianship is a growing field, which has by now attained the status of a separate discipline in the universe of knowledge. It presents challenges and interesting situations to library personnel. The management of these libraries needs personnel with good academic and professional qualifications; proficiency in one the natural sciences, social sciences or the humanities is helpful in the professional development of a Librarian. Library work is primarily a social service, and therefore, needs young men and women with a sense of dedication and a spirit of service. Those intending to enter the library profession should satisfy themselves that they possess the academic qualification and the sense of vocation that would enable them to work successfully as librarians.

Librarianship as a profession provides a variety of employment opportunities. In Fact, it is possible to choose the kind of library to suit one's interest and background. Persons with a superior record high qualification can achieve high position. The salaries in college, university libraries are comparable to those of teachers.

The Department of Library and Information Science, University College of Social Sciences and Humanities, is organized under the Faculty of Social Sciences. It conducts one-year (two semesters) fulltime course leading to the Degree in Master of Library and Information Science.

Objectives:
- To enable the student to understand and appreciate the functions and purpose of library in changing social and academic environment.
- To train the student in the techniques and management of Libraries of the 21st century.
- To train the students in the skills of information knowledge processing, organization and retrieval using modern technologies.
- To develop the skills to manage the Electronic Libraries in digital environment and to provide the advanced skills in computer and its application in library and information activities.

Learning Outcomes:

The student will be able to manage the libraries in the ICT environment. The students will be equipped with the advanced skills of literature searching, networks, database management and related areas. The student will have necessary analytical skills to solve the problems in managing the libraries in the traditional system and in ICT enabled library services. The students are introduced to the basic areas of research, style manuals and will be able to scientifically communicate the research results with the peers.

Course Name:

- Master of Library and Information Science (**M.Lib.I.Sc**)

    Nature: Professional Course (Self Finance Course)

    Admission: Master of Library and Information Science (**M. Lib. I. Sc**)

    Duration: One Year (Two Semesters)

    Eligibility: B.Lib.I.Sc with minimum of 45% Marks or equivalent grade.

    No. of Seats: 40 (Self finance mode). Reservation as per university norms.

    Medium of instruction: The medium of instruction is English, however, students may opt examination in Hindi medium.

Note:

- He/She must fulfill other conditions as may be laid down by the University/Admission Committee from time to time.
- 10% of the seats will be available for deputed/In-service candidates and working librarians. (In case of non-availability of eligible candidates in the in-service/deputed category, the seats will be filled up by fresh candidates).
- Reservation of seats belonging to Scheduled Castes and Scheduled Tribes shall be as per policy laid down by the University.
- Result will be prepared as per the CBCS rules of the university.

- Grade system will be applicable as per the rules of other subject of Social Science faculty.
- Failed/supplementary candidates will be governed by the Ordinances as applicable to other Post-Graduate students (CBCS) of the University.

Fees Structure:

M.Lib.&Inf. Sc	
Ist Semester	Rs. 8,000/- and Local Fund
IInd Semester	Rs. 8,000/-

M.Lib.I.Sc (CBCS) Semester – I

Course No.	Course Code	Type	Title of the Course	Credits	L-T-P	Internal Marks	University Exam Marks	Total Marks
1.	MLIS/1/CT/01	CC	ICT Application in Library Services	4	3-1-0	20	80	100
2.	MLIS/1/CT/02	CC	Preservation and Conservation of Library Materials	4	3-1-0	20	80	100
3.	MLIS/1/CT/03	CC	Information Products and Services	4	3-1-0	20	80	100
4.	MLIS/1/CT/04	CC	Information and Digital Literacy	4	3-1-0	20	80	100
5.	MLIS/1/CT/05	CC	Knowledge Organization: Cataloguing Practice	4	0-0-6	20	80	100
6.	MLIS/1/CP/01	CC	ICT Practice (PR)	4	0-0-8	20	80	100

M.Lib.I.Sc (CBCS) Semester – II

Course No.	Course Code	Type	Title of the Course	Credits	L-T-P	Internal Marks	University Exam Marks	Total Marks
1.	MLIS/2/CT/07	CC	Information Systems and Networks	4	3-1-0	20	80	100
2.	MLIS/2/CT/08	CC	Research Methodology	4	3-1-0	20	80	100
3.	MLIS/2/CT/09	CC	Information Communication and Society	4	3-1-0	20	80	100
4.	MLIS/2/CT/10	CC	Advance Knowledge Organization: Cataloguing Practice	4	0-0-6	20	80	100
Elective-Choose any one group A or B								
Group –A								
5.	MLIS/2/ET/11-A	EC	Print and E-Resources in Humanities	4	3-1-0	20	80	100
	MLIS/2/ET/11-B	EC	Print and E-Resources in Social Sciences	4	3-1-0	20	80	100
Group –B								
6.	MLIS/2/ET/12-A	EC	Digital Library System	4	3-1-0	20	80	100
	MLIS/2/ET/12-B	EC	Agricultural Library and Information System	4	3-1-0	20	80	100
7.	MLIS/2/Skill/01	Skill	Library Internship	2	0-0-4	20	80	100

MLISc First Semester

Paper Code: **MLIS/1/CT/01**

Paper Name: **ICT Application in Library Services**

Unit 1: Library Automation

- Definition, Need, Purpose and Problems

- Steps in Planning

- Process of Implementation

- Basic requirements for Library Automation

Unit 2: Automated Operations

- Areas of Library Automation

- Automation of Housekeeping Operations: Acquisition, Circulation, Cataloguing and Serial Control

- Barcode: Need, Requirements, Benefits and Utility

Unit 3: Consortia & Library Networks

- Consortia: Need, Objectives and Advantages

- Library Consortia: Shodh Sindhu

- Major Library Networks: INFLIBNET, DELNET and OCLC

Unit 4: Library Security Technology

- RFID: Advantages, Components and Areas of Applications

- CCTV: Meaning, Components, Types and Uses

- Biometrics: Definition, Types, Features and Process of Biometrics

- Smartcard: Types, Steps to Construct Smart Cards, Advantages and Its applications

Unit 5: Automation Softwares

- Library Automation Software: Types and General Functions

- Process of Implementation of Library Automation Software

- Criteria of Evaluation of Automation Software

- SOUL 2.0 (Features and Modules) and E-Granthalaya

RECOMMENDED BOOKS

Chidrupananda, Swami. (2006). Making Sense of Library Automation: A Hands on Guide. Kolkata : Meteor.

Forney, Mathew. (2003). Digital Reference Services. New Delhi : Dominant Publishing.

Gopal, Krishan. (2005). Modern Library Automation. New Delhi : Authors Press.

Grewal, Gagandeep. (2004). Handbook of Library Security. New Delhi : Dominant.

Laxman Rao, N.; Vishwa Mohan, V.; Sudarshan Rao, S. & Yadagiri Reddy, J. (2004). Library Consortia: Papers - National Seminar on Library Consortia, 22-23 March, 2004, Hyderabad. Indian Association of Teachers of Library & Information Science.

Pandey, S. K. (2000). Organisation of Library Automation. New Delhi : Anmol Publications.

Reddy, Satyanarayana. (2001). Automated Management of Library Collections. New Delhi : Ess Ess.

Siwatch, Ajit S. et al. (2006). Approaches to Modern Librarianship. Delhi : Sanjay.

Sujatha, G. (1999). Resource Sharing and Networking of University Libraries. New Delhi : Ess Ess.

Tripathi, Aditya et al. (eds.). (2010). Open Source Library Solutions. New Delhi : Ess Ess.

Paper Code: **MLIS/1/CT/02**

Paper Name: **Preservation and Conservation of Library Materials**

Unit 1: Preservation and Conservation: Overview

- Preservation and Conservation: Meaning, Definition, Historical Development, Need and Purpose
- General Approach of Preservation
- Preservation of Print Materials: Definition and categories/Types
- Problems in Preservation and Conservation

Unit 2: Preservation of Non-Print Materials

- Palm Leaves, Manuscripts
- Magnetic Materials: Tape, Discs
- Plastics Materials: Transparents plastics, Vinyl Discs, Optical Storage System

Unit 3: Hazards to Library Materials and Control Measures

- Environmental Factor (Temperature, Humidity, Water, Light, Air Pollution, Smoke, Dust, etc)
- Biological Factors
- Chemical Factors
- Disaster Management

Unit 4: Binding

- Objectives and Types of Binding
- Binding Material and their Varieties
- Binding Process
- Standards for Library Binding

Unit 5: Process

- Microfilming: Process, Formats and Advantages and Disadvantages
- Digitization: Meaning, Archive of heritage material and their creation
- Merits and demerits of Digitization
- Digitization project for Archive of heritage in India

RECOMMENDED BOOKS

Burkett, J. and Morgan, T.S., Eds (1963). Special Materials in the Library. London: Library Association.

Casey, J. P. (1982). Paper making. New York : Interscience Publishers

Corduroy, John. (1978). Book binding for beginners. London : Thomas and Hudson Dasgupta, Kalpana, ed. (1988). Conservation of library materials. Calcutta : National Library Durean, J. M. & Clements, D. W. G. (1986). Principles of the preservation of library materials. Hague : IFLA

Feather, John (1996). Preservation and the Management of Library Collections. 2ndEd. London: Library Association Publishing.

Feather, John (1996). Preservation and the Management of Library Collections. 2nd Ed.London: Library Association Publishing.

Fothergill, Richard and Butchart, Ian (1990). Non-book Materials in Libraries. APractical Guide. London: Clive Bingley.

Gabriel, M. & Ladd, D. (1980). The microfilm revolution in libraries. Greenwich : JAI Press

Hans, K. J. (1958). Sign, symbol and script. London : George Allen & Unwin

Harvey, Poss. (1993). Preservation in libraries: a reader. London : R R Bowker

Harvey, Ross (1993). Preservation in Libraries, A Reader London: Bowker.

Harvey, Ross. (1994). Preservation in libraries: principles, strategies and practices for librarians. London : Bowker Saur.

Hendersen, Kathryn Luther and Henderson, William T. (ed) (1983). Conserving and Preserving Library Materials. Urbana Champaign: University of Illinois.

Prajapati, C.L. (1997). Archivo-Library Materials – Their Enemies and Need of First Phase Conservation. New Delhi: Mittal Publications.

Sharma, R. G. (1979). Pandulipi sampadan kala. Delhi : Prabhat Prakashan

Singh, R. S. (1993). Conservation of documents in libraries, archives and museums. Delhi

Paper Code: **MLIS/1/CT/03**

Paper Name: **Information Products and Services**

Unit 1: Data and Information Centres

- Information Centers: Origin and Definition, Types and their Organization
- Data Centres: Meaning, Structure, Functions and Services
- International and National Data Centres
- Referral Centres: Definition, Meaning, Need, Purpose and Functions

Unit 2: Information Products

- Information Products: History, Type/Categories and Bibliographical Control
- Newsletters, House Journals, Trade & Product Bulletins
- State-of-the-Art Report
- Trend Report: Need and Preparation
- Technical Digests: Need, Function and Categories

Unit 3: Information Services

- Bibliography Services
- Electronic Document Delivery Services
- CAS and SDI in Digital environment
- Web Marketing: Concept, Marketing Mix and Plan

Unit 4: Information Analysis

- Citation Analysis: Definition, Purpose, Benefits and Applications
- Content Analysis: Concept, Objectives, Types and Process
- Information Intermediaries: Characteristics, Functions and Types
- Information Intermediaries in the Post-Industrial Society

Unit 5: Consolidation and Repacking

- Information Analysis: Need, Definition, Process and Steps
- National and International Centers on Information Analysis
- Consolidation and Repacking: Evolution, Process in Information Consolidation
- Repacking of Information

RECOMMENDED BOOKS

Albert, Walker. (1974). House Journals. In Kent, A. et al. (eds.). Encyclopaedia of Library and Information Science. New York: Marcel Dekker. Vol. 11, pp. 61-64.

Atherton, Pauline (1977). Handbook for Information Systems and Services. Paris: UNESCO.
Borowick, J. N. (1996). Technical Communication and its Applications. 2nd ed. New Jersey, Ohio: Prentice Hall.

Chowdhury, G. G. and Chowdhury, Sudatta. (2001). Searching CD-ROM and Online Information Sources. London: Library Association Publishing.

Eleaner, Mitchell and Walters, Sheila A. (1995). Document Delivery Services: Issues and Encyclopaedia of Library and Information Science. New York: Marcel Dekker.

Hutchins, John. (1998). Translation Technology and Translator. Machine Translation Review.

Khanna, J.K. (1996). Handbook of Information Systems and Services. New Delhi: Beacon Books.
Seetharama, S. (1997). Information Consolidation and Repackaging. New Delhi: Ess Ess Publication.

Sharma, C.D. and Vyas, Kailash (1983). Developing Horizones in Library and Information Science. Jaipur: Printwell Publisher.

Subramanyam, K. (1980). Trade Catalogues: Technical Literature. In Kent, A. et al. (eds.).

Paper Code: MLIS/1/CT/04

Paper Name: **Information and Digital Literacy**

Unit 1: Library and Information Literacy

- Information Literacy: Definition, Skills and Competencies

- Methods of Implementation IL Programs

- Stages of Library Literacy

- Qualities of Information Literate

Unit 2: Digital Literacy

- Models of Information Literacy: Empowering 8^{TM} IL, The Big6 and SCONUL (Seven Pillars) model

- Digital Literacy: Definition, Categories, Process and Elements

- Digital Divide: Definition, Major Digital Initiatives in India, Role of Library and Information Centres and Challenges

Unit 3: ICT Literacy

- Computer Literacy: Meaning, Need, Skills, and Benefits

- E-Information Literacy: Meaning, Components and Challenges

- Media Literacy: Definition, Purpose, Importance, Competencies and Profile of a Media literate person

Unit 4: Policies and Approaches in Literacy

- Policies and Guidelines: UNESCO and IFLA

- E-Learning: Definition, Objectives, Need, Types, Advantage and Challenges

- Changing role of Librarians: Meaning, Professional Competencies and Qualities

Unit 5: IPR in Digital Era

- IPR & Copyrights: Concept, Type, Objectives and Ethics

- Migration of IPR in Internet Era

- Challenges in IPR

- Ethical Issues

RECOMMENDED BOOKS

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

Bawden, David. (2001). Information and Digital Literacies: a review of concepts. Journal of Documentation, V57(2), pp. 218-259.

Bruce, Christine. (1997). The Seven Faces of Information Literacy. Adelaide: Auslib Press. Council of Australian University Librarians. (2001). Information Literacy Standards. Canberra: Council of Australian University Librarians.

Society of College, National and University Libraries (SCONUL). (1999). Information skills in higher education: a SCONUL Position Paper. London: SCONUL. http://www.sconul.ac.uk/activities/inf_lit/papers/Seven_pillars.html

Torras, M. C. & Saetre, T. P. (2009). Information Literacy Education. Oxford: Chandos Publishing.

Paper Code: **MLIS/1/CT/05**

Paper Name: **Knowledge Organization: Cataloguing Practice**

Preparation of Main and Added Entries of Documents according to CCC 5th Ed. having the following items

Unit –I: Single Author, Joint Authors

Unit –II: Collaborators

Unit –III: Pseudonyms Author

Unit –IV: Multi-Volumes

Unit –V: Serial (Simple entries)

Note: One title from each unit (without any choice/option) is compulsorily to be attended in examination.

RECOMMENDED BOOKS

Gautam, J.N. (1996). Practical Manual of AACR-II. Agra, Y.K. Publisher.

Ranganathan, S.R. (1963). Colon Classification. Sarada Ranganathan Endowment, Bangalore.

Ranganathan, S.R. Classified catalogue code with additional rules for dictionary catalogue code. Ed. 5 (with amendments). 1989. Sarada Ranganathan Endowment for Library Science, Bangalore.

Paper Code: **MLIS/1/CP/01**

Paper Name: **ICT Practice (PR)**

Unit 1: Hands-on experience on Library Software

- Integrated Library Software: Koha/SOUL

Unit 2: Hands-on experience on OPAC

- OPAC
- Web OPAC

Unit 3: Hands-on experience on SUNET

- IP based e-resources on SUNET

Unit 4: Hands-on experience on ETD

- INFLIBNET: ShodhGanga and Shodhgangotri

Unit 5: Hands-on experience on Services/Resources available on following Institutions
- NISCAIR-IR
- NDL
- SWAYAM
- NPTEL

MLISc Second Semester

Paper Code: **MLIS/2/CT/07**

Paper Name: **Information Systems and Networks**

Unit 1: Information Systems

- Information Systems: Types and Characteristics
- Planning and Designing of Information System
- Evaluation of Information System
- OPAC, Web OPAC (WorldCat)

Unit 2: National Information Systems

- ENVIS
- BIS
- PIS
- SENDOC

Unit 3: Global Information Systems

- INIS
- INSPEC
- MEDLARS
- NISSAT

Unit 4: Networks

- Network: Definition, Need and Functions
- Features and Characteristics of Library Networks
- Data Networks: NICNET and ERNET

Unit 5: Resource Sharing

- Resource Sharing: Definition, Need and Objectives
- Salient Features of Resource Sharing
- Areas of Resource Sharing
- Problems and Prospects

RECOMMENDED BOOKS

Kaul, H. K. (1999). Library Resource Sharing Networks. New Delhi : Virgo Publications.

Lithikar, Shalini R. (2012). Information Systems and Networks in India. New Delhi: Today and Tomorrow's Printers and Publishers.

Lucy A. Tedd and Andrew Large. (2004). Digital Libraries : Principles and Practice in a Global Environment. Munchen : G.G. Saur.

Neelameghan, A. and Prasad, K. N. (1998). Information Systems, Networks and Services in India: Developments and Trends. 2 vols. New Delhi: Indian Bibliographic Center.

Rowley, J. E. (1996). The Basics of Information Systems. London : Facet Publishing.

Shuman, Bruce A. (2004). Issues for Libraries and Information Science in the Internet Age. Englewood. Libraries Unlimited Inc.

Paper Code: **MLIS/2/CT/08**

Paper Name: **Research Methodology**

Unit 1: Research and Research Design

- Meaning, Definition, Need and Types of Research
- Steps of Research Process
- Research Design: Definition, Characteristics and Components
- Formulation of Research Problems

Unit 2: Research Methods

- Scientific Method
- Spiral of Scientific Method
- Historical Method
- Survey and Case Study Method

Unit 3: Data Collection Techniques

- Questionnaire: Definition, Types and Nature of questionnaire
- Observation: Types and Characteristics
- Sampling
- Interview
- Schedule

Unit 4: Hypothesis, Data Collection & Report Writing

- Hypothesis: Definition, Types and Utility
- Data Collection: Methods and Analysis
- Tabulation: Objectives, Advantages, Structure and Types
- Report Writing: Steps, Format and Rules

Unit 5: Bibliometric Methods and Plagiarism

- Bibiometrics: Concept, Definition, Objectives and Types of Bibiometric Studies
- Bibliometric Laws: Bradford, Lotka and Zipf's
- Plagiarism: Definition, Types and Methods to avoid plagiarism
- Violation of Research Ethics

RECOMMENDED BOOKS

Booth, W. C., Williams, J. M. and Colomb, G. G. (2003). The Craft of Research. University of Chicago Press.

Brady, John. (1997). The Craft of Interviewing. New York: Vintage. Gillham, Bill. (2000). The Research Interview. London: Continuum Press. Kish, Leslie. (1995). Survey Sampling. New York: Wiley.

Gupta, Santosh: Research Methodology and Statistical Techniques. Delhi: Deep and Deep Publications, 1999.

Kothari, C. R. Research Methodology: Methods and Techniques. Delhi, New Age International, 2004.

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

Rea, Louis M and Parker , Richard A. (2005). Designing and Conducting Survey Research, San Francisco: Jossey-Bass.

Rowntree , Derek. (2003). Statistics without Tears: A Primer for Non-Mathematicians. London: Penguin.

Rubin, Herbert and Irene (2004). Qualitative Interviewing: The Art of Hearing Data. Sage, USA.

Sudman, Seymour (1976). Applied Sampling. New York: Academic Press.

Wadsworth, Yoland . (1998). Everyday Evaluation on the Run: A collection of simple methods for evaluating the success of any project. Australia: Allen and Unwin.

Williams, Frederick and Monge, Peter. (2001). Reasoning with Statistics. Harcourt, USA.

Willis, Gordon B. (2004). Cognitive Interviewing: A Tool for Improving Questionnaire Design. Sage USA.

Paper Code: **MLIS/2/CT/09**

Paper Name: **Information Communication and Society**

Unit 1: Data and Information

- Data: Definition, Types, Properties, Nature and Scope
- Information: Origin, Definition, Need, Types and Parameters
- Forms of Information

Unit 2: Information and Knowledge

- Modes of Information Generation
- Information as an Economic Resources
- Knowledge: Definition, Nature and Types
- Data, Information and Knowledge conceptual difference

Unit 3: Information Society

- Information Society: Definition, Historical development and Social implication of information
- Impact of Information on Society
- Knowledge and Societal Survival
- Impact of Information on Information System and Services

Unit 4: Communication Process

- Communication: Meaning, Definition, Types and Channels
- Elements of Communication Process
- Promoting agencies of Information Communication
- Barriers in Communication Process

Unit 5: Communication and Information Technology

- Model's of Communication: Shannon & Weavers' and Lasswell's model
- IT: Need, Components, Characteristics
- Application of IT in Library and Information Centres
- Impact of Internet on Libraries

RECOMMENDED BOOKS

Aitchison, Jean, Gilchrist, Alan; and Bawdown, David. (1990). Thesaurus Construction and Use: A practical manual. 4th Ed. ASLIB.

Becker, Joseph and Robert M Hayes. (1967). Information Storage and Retrieval tools Elemants & Theories. New York: John Wiley.

Choudhury, G.G. (1993). Introduction to Modern Retrieval System. Calcutta: IASLIC, 1993

Convey, John. (1992). Online Information Retrieval: An Introductory Manual to Principles and Practice. 4th ed. London.

Elis, David(1996). Progress and Problems in Information Retrieval. London: Library Association.

Fosket, A.C.(1992) Subject Approach to Information. London: Clive Bingley.

Fugman, Robert(1993). Subject Indexing and Analysis Theoretical Foundations & Practical Advice. Frankfurt: Index Verlag.

Grolier, Eric de. (1962). A Study of general Categories Applicable to Classification and Coding in Documentation UNESCO.

Kumar, P.S.G.(2004). Information and Communication. Kumar's curriculum Series in Library and information Science, 8. Delhi: B.R. Publishing Corporation.

Lancaster, F.W. (1977). The Measurement and Evaluation of Library Science. Information Sources Press.

Losee, Robert M. (1998). Text retrieval and Filtering: Analytical Models of Performance. London: Kluwer.

Meadow, Charles T. (2000). Text Information retrieval system. Academic Press.

Sharp, Harold S. (1964). Readings in Information Retrieval. London: The Scarecrow Press.

Soergel, Dagobert. (1974). Indexing Languages & Thesaurus Construction & Maintenance. Los Angeles: Melville Pub. House.

Soergel, Dagobert. (1985). Organizing Information. Principles of Database & Retrieval Systems, Academic Press.

Ubhad, Vilas P. (2017). Library science and Information Technology. Kanpur: Gaurav Books.

Aadhavan, Omesh (2010). Management of Digital Library. New Delhi: Oxford Book Company

Paper Code: MLIS/2/CT/10

Paper Name: **Advance Knowledge Organization: Cataloguing Practice**

Preparation of Main and Added Entries of Documents according to AACR-II having the following items and assigning Subject Heading according to Sear's List of Subject Heading.

Unit –I: Single Author, Joint Authors

Unit –II: Collaborators

Unit –III: Pseudonyms Author

Unit –IV: Multi-Volumes

Unit –V: Serial (Simple entries)

Note: One title from each unit is compulsory without any choice in examination.

RECOMMENDED BOOKS

American Library Association. (1978). Anglo-American cataloguing rules. 2nd Ed, 2002 revision, 2005 update. Chicago: American Library Association.

Gautam, J.N. (1996). Practical Manual of AACR-II. Agra, Y.K. Publisher.

Khan, M. T. M. (2005). Anglo-American cataloguing rules. New Delhi: Shree Publishers.

Krishan Kumar. (1986). An introduction to cataloguing practice. 3rd Rev. Ed. New Delhi: Vikas Publishing.

Ranganathan, S. R. (1988). Classified Catalogue Code with additional rules for dictionary catalogue. Bangalore: Sarada Ranganathan Endowment for Library Science.

Sears, M. E. (2010). Sears List of Subject Headings. 20th Ed. New York: H. W. Wilson.

Singh, S. N. & Prasad, H. N. (1985). Cataloguing Manual AACR-II. Delhi: B. R. Publishing Corporation.

Paper Code: MLIS/2/ET/11-A

Paper Name: **Print and E-Resources in Humanities**

UNIT – I: Historical Development

- Scope of the Discipline and its Development

- Research Trends in Humanities: Religion, Philosophy, Fine Arts and Literature

UNIT – II: User Studies and Information Seeking Behaviour

- Information Needs of Users

- Information Seeking Behaviour

- User Studies: Importance, Objectives and Types

- Planning User Survey

UNIT – III: Information Sources and Evaluation

- Primary, Secondary and Tertiary Sources

- Evaluation of Secondary Sources: Print and Electronic Resources

UNIT – IV: Databases and Internet Services

- Networked and Distributed Databases

- Consortia and Subject Gateways

- Internet Resources and Services

UNIT – V: Role of Contributors and Institutions

- Activities of Research Institutions and Professional Organisations: Growth and Development of Humanities with Particular Reference to India, UK and USA

- Contributions made by the Prominent Thinkers in the field of Religion, Philosophy, Fine Arts and Literature

RECOMMENDED BOOKS

Asheim (Lester), et al. Humanities and the library: problem in the interpretation, evaluation and use of library materials. 1970. ALA, Chicago.

Balay (Robert), Ed. Guide to reference books. Ed.11. 1996. ALA, Chicago.

Chandler (G). How to find out about literature. Rev. Ed. 5. 1982. Pergamon Press, Oxford.

Crane (R S). Idea of the humanities. V. 1. 1967. University of Chicago Press, Chicago.

Jones (W T). Sciences and the humanities: conflict and reconciliation. 1965. University of California Press, Berkeley.

Kenna (Stephanie) and Ross (Seamus), Ed. Networking in the humanities: Proceeding. 1995. Bowker-Saur, London.

Paper Code: **MLIS/2/ET/11-B**

Paper Name: **Print and E-Resources in Social Sciences**

UNIT – I: Historical Development

- Scope of the Discipline and its Development

- Research Trends in Social Sciences: History, Political Science, Economics and Sociology

UNIT – II: User Studies and Information Seeking Behaviour

- Information Needs of Users

- Information Seeking Behaviour

- User Studies: Importance, Objectives and Types

- Planning User Survey

- Methods of User Service

UNIT – III: Information Sources and Evaluation

- Primary, Secondary and Tertiary Sources

- Evaluation of Secondary Sources: Print and Electronic Resources

UNIT – IV: Databases and Internet Services

- Networked and Distributed Databases

- Consortia and Subject Gateways

- Internet Resources and Services

UNIT – V: Role of Contributors and Institutions

- Activities of Research Institutions and Professional Organisations: Growth and Development of Social Sciences with Particular Reference to India, UK and USA

- Contributions made by the Prominent Social Scientists in the field of History, Political Science, Economics and Sociology

RECOMMENDED BOOKS

Deutcher (C G), et al. Guide to historical literature. 1951. Macmillan, New York.

Hoselitz (Bert F). Reader's guide to the social sciences. Rev. Ed. 1972. Free Press, Glencoe.

Majumdar (R C). Historiography in modern India. 1970. Asia Publishing House, Bombay.

Mann (Peter H). Methods of sociological enquiry. 1968. Schocken Books, New York.

Mckenzie (W J M), Ed. Guide to the social sciences. 1966. Weidenfied and Nicolson, London.

Unnithan (T K N), Ed. Sociology for India. 1967. Prentice Hall, New Delhi.

Paper Code: **MLIS/2/ET/12-A**

Paper Name: **Digital Library System**

Unit 1: Digital Library

- Definition, Evolution, Need, Objects and Functions

- Advantages of Digital Library

- Technologies requirement for Creating DL

- Hardware and Software for creating DL

Unit 2: Digital Library Creation

- Digitization: Process, Problems and Prospects

- Digital File Formats

- Digital Library Initiatives in India and abroad

Unit 3: Digital Repositories

- Digital/Institutional Repositories: Definition, Functions and Objectives

- Advantages, IR Contents and Problems in creation

- Open Source Software: Koha and DSpace

Unit 4: Digitization

- OCR: Types, Process, Advantages, Disadvantages and Evaluation of OCR

- Meta Data: Definition, Need, Types and Functions

- Cloud Computing: Meaning, Types, Cloud Services and Advantages

Unit 5: Emerging Technologies

- Data Mining: Meaning, Importance, Steps of DM and Problems

- Multimedia Technology: Definition, Need, Objectives and its use in library and information centres

- Artificial Intelligent: Definition, Need, Application areas and Significance.

- QR: Definition, Need, Application in Libraries and Information Centers

RECOMMENDED BOOKS

Amjad, Ali. (2004). Reference Service and the Digital Sources of Information. New Delhi : Ess Ess.

Bishop, A. P. et al. (eds.). (2005). Digital Library Use: Social Practice in Design and Evaluation. Delhi : Ane Books.

Chowdhury, G. G. & Chowdhury, Sudatta. (2003). Introduction to Digital Libraries. London : Facet.

Deegan, Marilyn & Tanner, S. (2006). Digital Preservation. London : Facet Publishing. Jones, Richard et al. (2006). The Institutional Repository. Oxford : Chandos Publishing. Judith, Andrews & Derek, Law. (2004). Digital Libraries. Hants : Ashgate.

Krishan Gopal. (2005). Intellectual Freedom in Digital Libraries. Delhi : Authors Press. Lakshmi, Vijay & Jindal, S. C. (eds.). (2004). Digital Libraries. Delhi : Isha Books.

Mitchell, Anne M. & Surratt, Brian E. (2005). Cataloguing and Organizing Digital Sources. London : Facet.

Pandey, V. C. (2004). Digital Technologies and Teaching Strategies. Delhi : Isha Books.

Rajagopalan, A. (2006). Library of the Digital Age: Issues and Challenges. Delhi : SBS Publishers.

Paper Code: MLIS/2/ET/12-B

Paper Name: **Agricultural Library and Information System**

UNIT – I: Growth and Development

- History and Development of Agricultural research in India

- Needs of agricultural scientists

- Role of ICAR for the development of Agricultural research and Libraries

- Problems and Prospects of Agricultural library networks in India

UNIT – II: Agriculture Information

- National Centers: IARI

- IASRI

- NDRI

- IVRI and CIFE

UNIT – III: Systems and Networks

- AGRIS

- INAGRIS

- ARISNET

- E-Agriculture

- Krishi Prabha

UNIT – IV: Information Services and Databases

- AGRICOLA

- CAB

- CeRA

- Professional Associations: AALDI, IAALD

UNIT – V: Collection Development

- Periodicals

- Grey literature, Patent, Standards/Government Publication, Non book materials

- E-Resources: Definition, Need, Types and Utilities

- Online databases

RECOMMENDED BOOKS

Atherton (Pauline). Information center.1984. Berkshire: Pergamon Infotech Ltd.

Bhatt (V S). Information resources in agricultural research in 40 years of agricultural research in India. 1989. ICAR, New Delhi.

Chotey Lal (C). Agricultural libraries and information systems: a handbook for users. 1998.

Daymath (Y) and Ruttan (V W). Agricultural development: an international perspective. 1979. John Hopkins, Baltimore.

Deshmukh (P P). Standardization of library and information services with special reference to scientific and agricultural libraries. 1990. ABC, New Delhi.

Khanna (J.K.). Documentation and Information Services, Systems andTechniques. 2000. Agra: Y.K. Publishers.

Khanna(J.K). Handbook of Information Systems and Services. 1996.New Delhi: Beacon Books.

Kumar (P S G). Agricultural librarianship: MLISc elective paper. 2008. B.R. Publication, New Delhi.

Kumar (P S G). Library movement and library development in Delhi and Chandigarh (Library in India series-8).2010. B.R. Publication, New Delhi

Sharma (R D). The agricultural information network for India. 1989. Society for Information Science, New Delhi.

Singh (Hoshiar). Agriculture administration in India.1986.Printwell Publisher: Jaipur

Subbaiha (R). Agricultural librarianship in India: an overview. 1988. Metropolitan, New Delhi.

Swaminathan (M S). Report of the working group on agricultural research and education for the formulation of the eighth plan. 1989. Planning Commission, ICAR, New Delhi.

Paper Code: **MLIS/2/Skill/01**

Paper Name: **Library Internship**

Library Internship Report:

Candidates are required to prepare a detail report by working in the University Library or any other library specified by the Department to have hands on experiences in every possible unit/section of a library at a regular basis. The Library Internship Report is to be submitted by each candidate at the end of the semester. The Report is to be evaluated the concern faculty and Head of the Department. The duration of the internship would be four weeks.

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