# MLISc Third Semester

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| **Master of Library and Information Science** | |
| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9011T** |
| Title of the Course | **Information and Digital Literacy** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Centric Compulsory Course (DCC) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To develop a broad and balanced knowledge and understanding of the fundamental concepts, principles and theories related to digital literacy, ICT Literacy and IPR in Digital Era. |
| Learning outcomes | After completion of the course, learners will be able to: <br> • Understand the Information Literacy and Digital Literacy. <br> • Analyze the methods and Models of Digital and Information Literacy. <br> • Understand the Media Literacy and Computer Literacy. |
| **Syllabus** | |
| UNIT- I | Library and Information Literacy <br><br> - Information Literacy: Definition, Objectives, Skills and Competencies <br><br> - Methods of Implementation IL Programs <br><br> - Stages of Library Literacy <br><br> - Qualities of Information Literate. **(8+4=12)** |

| UNIT- II | Digital Literacy

- Models of Information Literacy: Empowering $8^{TM}$ IL, The Big6 and SCONUL (Seven Pillars) model
- Digital Literacy: Definition, Skills and Elements
- Digital Divide: Definition, Major Digital Initiatives in India, Role of Library and Information Centres and Challenges. **(8+4=12)** |
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| UNIT- III | ICT Literacy

- Computer Literacy: Meaning, Need, Skills, and Benefits
- Media Literacy: Definition, Purpose, Importance, Competencies and Qualities of Media literate person
- IL & LIS Education: Need and Planning. **(8+4=12)** |
| UNIT- IV | 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 **(8+4=12)** |
| UNIT- V | IPR in Digital Era

- IPR & Copyrights: Concept, Type, Objectives and Ethics
- Migration of IPR in Internet Era
- Challenges in IPR
- Ethical Issues. **(8+4=12)** |

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| Text Book/Reference Book | 1. 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<br><br>2. Bruce, Christine. (1997). The Seven Faces of Information Literacy. Adelaide: Auslib Press. Council of Australian University Librarians. (2001). Information Literacy Standards.<br><br>3. Canberra: Council of Australian University Librarians.<br><br>4. 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<br><br>5. Torras, M. C. & Saetre, T. P. (2009). Information Literacy Education. Oxford: Chandos Publishing. |
| Suggested E-resources | 1. *E-pgpathshala*.https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4F TxyrU+Wsr8xl8vgiw==<br><br>2. https://egyankosh.ac.in/ |

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| colspan="3" | **Master of Library and Information Science** |
| **Third Semester** |
| **Subject – Library & Information Science** |
| Code of the Course | | **LIS9012P** |
| Title of the Course | | **Knowledge Organization: Cataloguing Practice** |
| Qualification Level of the Course | | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | | 4 |
| Types of the course | | Discipline Centric Compulsory Course (DCC) in Library & Information Science |
| Delivery type of the course | | Cataloguing Practice =120 hours |
| Prerequisites | | High level. |
| Objectives of the course | | Practice for preparation of various entries in the library catalogue. |
| Learning outcomes | | Students will be able to:<br>• List library resources using CCC.<br>• Use CCC and subject headings lists.<br>• Prepare various entries in the library catalogue according to the type of materials |

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| colspan="3" | **Syllabus** |
| Preparation of Main and Added Entries of Titles according to CCC 5th Ed. having the following items |
| UNIT- I | Single Author, Joint Authors | **(24)** |
| UNIT- II | Collaborators | **(24)** |
| UNIT- III | Pseudonyms Author | **(24)** |
| UNIT- IV | Multi-Volumes | **(24)** |
| UNIT- V | Serial (Simple entries) | **(24)** |
| **Scheme of Examination** | | One title from each unit (without any choice/option) is compulsorily to be attended in examination. |

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| Text Book/Reference Book | 1. Gautam, J.N. (1996). Practical Manual of AACR-II. Agra, Y.K. Publisher.<br><br>2. Ranganathan, S.R. (1963). Colon Classification. Sarada Ranganathan Endowment, Bangalore.<br><br>3. 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.<br><br>4. Vishwanathan CG (2007). Catalogue theory and practice. Ess. Ess. Publication |
| Suggested E-resources | 1. *E-pgpathshala*. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br><br>2. https://egyankosh.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9104T** |
| Title of the Course | **Information Retrieval and Academic Libraries** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To provide knowledge and understanding of fundamental concept and theories related to information retrieval and academic libraries. |
| Learning outcomes | Upon successful completion of the course, students will be able to: <ul><li>Understand the concept of information storage and retrieval.</li><li>Recognize collection development and functioning of academic libraries.</li></ul> |
| **Syllabus** | |
| UNIT- I | Information Retrieval<br>- Information Storage & Retrieval System: Overview, Objectives and Types<br>- Evaluation of ISAR System<br>- Steps in Development of ISAR Systems<br>- SWOT Analysis          **(8+4=12)** |
| UNIT- II | Databases and Searching Tools<br>- Database: Meaning, Characteristics and Types<br>- Literature Search: Definition, Manual and Computer based search process<br>- Citation Analysis: Definition, Purpose, Benefits and Application in LIS. **(8+4=12)** |
| UNIT- III | Collection Development and its Tools<br>- Collection Development: Meaning, Nature and Selection Criteria<br>- Drury's, Dewey's, McColvin's and Ranganathan's Principle<br>- Book Selection Tools: Current List, Bibliographies/Catalogues and Periodical Selection Tools.     **(8+4=12)** |

| UNIT- IV | Academic Libraries |
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| | - Definition, Types, Objectives and Functions |
| | - Major Commissions and Committees |
| | - Important Programmes of UGC for development of Academic Libraries |
| | - Staff formula. **(8+4=12)** |
| UNIT- V | Library Cooperation and Consortia |
| | - Library Co-operation: Definition, Need, Areas, Problems and Prospects |
| | - Library Consortia in India: INDEST, FORSA, CSIR E-Journals consortium and IIM Consortia **(8+4=12)** |
| Text Book/Reference Book | 1. Khanna, J K (1987). Library and Society. Kurukshetra: Research Publications. |
| | 2. Kalia, D R. (1990).Guidelines for Public Library Services and Systems. Calcutta: RRRLF |
| | 3. Murison, W J. (1988). The Public Library: Its origin, purpose and significance. London: Clive Bingley. |
| | 4. Ranganathan, S R. (1959). Library Administration. Bangalore: SRELS. |
| | 5. Prasad, HN (2012).  information needs our users. B.R. Publication Delhi |
| Suggested E-resources | 1. *E-pgpathshala*. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== |
| | 2.  https://egyankosh.ac.in/ |

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| **Master of Library and Information Science** | |
| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9105T** |
| Title of the Course | **Preservation and Conservation of Library Materials** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To introduce the concept of conservation, preservation and to aware with tools and techniques of conservation and preservation of resources |
| Learning outcomes | Students will be able to:<br><br>• Know the concept of preservation and conservation and the role of the librarian;<br><br>• Plan the steps required for preservation of various library materials;<br><br>• Understand the methods used for effective preservation in a library; and<br><br>• Get a clear insight for conservation or restoration the reading materials. |
| **Syllabus** | |
| UNIT- I | Preservation and Conservation: Overview<br><br>- Preservation and Conservation: Meaning, Definition, Historical Development, Need and Purpose<br>- General Approach of Preservation<br>- Preservation of Print Materials: Definition and categories/Types<br>- Problems in Preservation and Conservation. **(8+4=12)** |
| UNIT- II | Preservation of Non-Print Materials<br><br>- Palm Leaves, Manuscripts<br>- Magnetic Materials: Tape, Discs |

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| | Plastics Materials: Transparent plastics, Vinyl Discs, Optical Storage System.<br><br>**(8+4=12)** | |
| UNIT- III | Hazards to Library Materials and Control Measures<br><br>- Environmental Factor (Temperature, Humidity, Water, Light, Air Pollution, Smoke, Dust, etc)<br>- Biological Factors<br>- Chemical Factors<br>- Disaster Management. | **(8+4=12)** |
| UNIT- IV | Binding<br><br>- Objectives and Types of Binding<br>- Binding Material and their Varieties<br>- Binding Process<br>- Standards for Library Binding. | **(8+4=12)** |
| UNIT- V | Process<br><br>- Microfilming: Process, Formats and Advantages and Disadvantages<br>- Digitization: Meaning, Archive of heritage material and their creation<br>- Merits and demerits of Digitization<br>Digitization project for Archive of heritage in India. | **(8+4=12)** |
| Text Book/Reference Book | 1. Burkett, J. and Morgan, T.S., Eds (1963). Special Materials in the Library. London: Library Association.<br><br>2. 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<br><br>3. Feather, John (1996). Preservation and the Management of Library Collections. 2ndEd. London: Library Association Publishing.<br><br>4. Feather, John (1996). Preservation and the Management of Library Collections. 2nd Ed. London: Library Association Publishing.<br><br>5. Harvey, Poss. (1993). Preservation in libraries: a reader. London: R R Bowker<br><br>6. Harvey, Ross. (1994). Preservation in libraries: principles, strategies and practices for librarians. London: Bowker Saur.<br><br>7. Hendersen, Kathryn Luther and Henderson, William T. (ed) (1983). Conserving and Preserving Library Materials. Urbana Champaign: University of Illinois. | |

| | 8. Prajapati, C.L. (1997). Archivo-Library Materials – Their Enemies and Need of First Phase Conservation. New Delhi: Mittal Publications. |
| | 9. Sharma, R. G. (1979). Pandulipi sampadan kala. Delhi : Prabhat Prakashan |
| | 10. Singh, R. S. (1993). Conservation of documents in libraries, archives and museums. Delhi |
| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4 FTxyrU+Wsr8xl8vgiw== |
| | 2. https://egyankosh.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9106T** |
| Title of the Course | **Technical Writing** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To provide knowledge and understanding about technical writing skills. |
| Learning outcomes | This course helps the students in developing writing skills required for academic publications and other academic/research purposes. |
| **Syllabus** | |
| UNIT- I | Technical Writing:<br><br>- Meaning, features and scope, primary and secondary technical communication, writing for mass media. Different forms of technical writing.          **(8+4=12)** |
| UNIT- II | Process of written communication.<br><br>- The publication process.<br><br>- Filtering in written communication: author, editor, reference, publisher, critic, user relationship.<br><br>- Role of communication and information presentation specialists – Graphical arts specialists, in AV aids (e.g. slides, video &Audio cassettes etc.), Translators etc.<br><br>**(8+4=12)** |
| UNIT- III | Technical reports.<br><br>- Technical reports, feasibility reports, Technical manual, technical articles, process bulletins, reviews, dissertations.<br><br>- Other forms of writing: Business communication and official correspondence, Newsletters, Newspaper reports, extension literature, advertisement.   **(8+4=12)** |
| UNIT- IV | Guidelines for technical writing. |

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| | - Identification, Characteristics and information seeking behaviour of target user groups.<br><br>- Information collection: sources and methods, organization and interpretation of information, knowledge and skills required for information collection and analysis. **(8+4=12)** |
| UNIT- V | Creative writings<br><br>- Creative writings, Creative Vs Technical Writings, Content Development: Guidelines and norms.<br><br>- Web-based and multilingual content development IACR Methodology: Designing and Development, Condensation, abstracting, digesting and standards, Presentation of IACR products. **(8+4=12)** |
| Text Book/Reference Book | 1. Chandler, B. E. (1983). Technical Writer's Handbook. Ohio: American Society for<br><br>2. Cooper, B. M. (1986). Writing Technical Reports. New York: Penguin.<br><br>3. Gerson, S. J. and Gerson, S. M. (1992). Technical Writing, Process and Product. Englewood Cliff's: Prentice Hall.<br><br>4. Huckin, T. N. and Olsen, L. A. (1991). Technical Writing and Professional Communication for Non-Native Speakers of English. 2nd ed. New York: McGraw-Hill.<br><br>5. Sherman, T. A. and Johnson, S. S. (1990). Modern Technical Writing. 5th ed. Englewood Cliff's: Prentice Hall.<br><br>6. Van Alstyne J. S. (1986). Professional and Technical Writing Strategies. Englewood Cliffs, New Jersey: Prentice-Hall Inc.<br><br>7. Weisman, H. M. (1980). Basic Technical Writing. Columbus: Charles Orenill Publishing. |
| Suggested E-resources | 1. *E-pgpathshala.* https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br><br>2. https://egyankosh.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9107T** |
| Title of the Course | **E-Resource Management** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To provide knowledge and understanding related to electronic resources and its management |
| Learning outcomes | At the end, students will able to know:<br><br>• About the E-Recourse management in libraries:<br>• The different types of management system, platforms and activities.<br>• About collection development of e-resources |
| **Syllabus** | |
| UNIT- I | Electronic Resources<br><br>  - Electronic resources: concept, need, characteristics, benefits and drawbacks<br>  - E-Resource life cycle<br>  - Types of e-resources<br>  - Electronic publishing.               **(8+4=12)** |
| UNIT- II | Collection Development<br><br>  - Collection building process: formulating policy, budgeting, evaluation of e-resources, pricing, licensing, ordering and receiving<br>  - Negotiation: concept and need<br>  - Consortia: concept, need, purpose & limitations<br>  - National consortia: Shodh-Sindhu.          **(8+4=12)** |
| UNIT- III | Access Management |

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| | - Access management of e-resources | |
| | - E-resource publicity | |
| | - Preservation of e-resources | |
| | -   User training and awareness. | **(8+4=12)** |
| UNIT- IV | Usage Statistics and ERMS<br><br>- Usage statistics of e-resources<br><br>- Standards and guidelines (COUNTER, SUSHI)<br><br>- ERMS: concept, need, features<br><br>- Salient features of some ERMS (ExLibris Verde). | **(8+4=12)** |
| UNIT- V | ERMS Security<br><br>- Authentication and Authorization<br><br>- Model licenses and guidelines<br><br>- Preventing misuse<br><br>- Access channels. | **(8+4=12)** |
| Text Book/Reference Book | 1. Kumar, P. S. G. Management of library and information centres. New Delhi R Publishing Corporation, 2003<br><br>2. Narayana, G. J. Library and information management. New Delhi, Prentice-Hall of India, 1991.<br><br>3. Panda, B. D. (1993). Library administration and management. New Delhi, Anmol Publications, 1993.<br><br>4. Antelman, K., Lynema, E., & Pace, A. K. (2006). Toward a twenty-first century library catalog Information Technology and Libraries.<br><br>5. Bevis, M. D., & Graham, J. B. (2003). The evolution of an integrated electronic Journals Collection Journal of Academic Librarianship.<br><br>6. Meyer, S. (2005). Helping you buy: Electronic resource management systems. Computers in Libraries. | |
| Suggested E-resources | 1. *E-pgpathshala*.<br>   https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgi w==<br><br>2.   https://egyankosh.ac.in/ | |

| Master of Library and Information Science | |
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| Third Semester | |
| Subject – Library & Information Science | |
| Code of the Course | **LIS9108T** |
| Title of the Course | **Information Products and Services** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | Understanding the fundamental concepts and theories related to Information Products and Services |
| Learning outcomes | After studying this paper, students shall be able to:<br>• Know about Data and Information Centres.<br>• Understand the information products- Nature, Concept, Types,<br>• Know consolidation and repacking.<br>• Know about the international information data centres and networks |
| Syllabus | |
| UNIT- I | Data and Information Centres<br><br>- Information Centers: Origin and Definition, Types and their Organization<br>- Data Centres: Meaning, Structure, Functions and Services<br>- International and National Data Centres.                                   **(8+4=12)** |
| UNIT- II | Information Products<br><br>- Information Products: History, Type/Categories and Bibliographical Control<br>- Newsletters, House Journals, Trade & Product Bulletins<br>- State-of-the-Art Report<br>- Trend Report: Need and Preparation<br>- Technical Digests: Need, Function and Categories.                         **(8+4=12)** |
| UNIT- III | Information Services.<br><br>- Bibliography Services |

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| | - Electronic Document Delivery Services<br>- CAS and SDI in Digital environment<br>- Web Marketing: Concept, Marketing Mix and Plan. **(8+4=12)** |
| UNIT- IV | Information Analysis<br><br>- Citation Analysis: Definition, Purpose, Benefits and Applications<br>- Content Analysis: Concept, Objectives, Types and Process<br>- Information Intermediaries: Characteristics, Functions and Types<br>- Information Intermediaries in the Post-Industrial Society. **(8+4=12)** |
| UNIT- V | Consolidation and Repacking.<br><br>- Information Analysis: Need, Definition, Process and Steps<br>- National and International Centers on Information Analysis<br>- Consolidation and Repacking: Evolution, Process in Information Consolidation<br>- Repacking of Information. **(8+4=12)** |
| Text Book/Reference Book | 1. Atherton, Pauline (1977). Handbook for Information Systems and Services. Paris: UNESCO.<br>2. Borowick, J. N. (1996). Technical Communication and its Applications. 2nd ed. New Jersey, Ohio: Prentice Hall.<br>3. Chowdhury, G. G. and Chowdhury, Sudatta. (2001). Searching CD-ROM and Online Information Sources. London: Library Association Publishing.<br>4. Eleaner, Mitchell and Walters, Sheila A. (1995). Document Delivery Services: Issues and<br>5. Encyclopaedia of Library and Information Science. New York: Marcel Dekker.<br>6. Hutchins, John. (1998). Translation Technology and Translator. Machine Translation Review.<br>7. Khanna, J.K. (1996). Handbook of Information Systems and Services. New Delhi: Beacon Books.<br>8. Seetharama, S. (1997). Information Consolidation and Repackaging. New Delhi: Ess Ess Publication.<br>9. Sharma, C.D. and Vyas, Kailash (1983). Developing Horizones in Library and Information Science. Jaipur: Printwell Publisher |

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| Suggested E-resources | 1. *E-pgpathshala*. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== |
| | 2. https://egyankosh.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9109T** |
| Title of the Course | **Agricultural Library and Information System** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To know how the information system runs in an agricultural institutional environment. <br> To inform about resource and databases of agriculture |
| Learning outcomes | After studying this paper, students shall be able to: <br> • Understand various functions and services offered by agriculture libraries. <br> • Learn about management and administration of agriculture libraries. <br> • Know the resource and database services in field of agriculture. |
| **Syllabus** | |
| UNIT- I | Growth and Development <br><br> - History and Development of Agricultural research in India <br> - Needs of agricultural scientists <br> - Role of ICAR for the development of Agricultural research and Libraries <br> - Problems and Prospects of Agricultural library networks in India. **(8+4=12)** |
| UNIT- II | Agriculture Information <br><br> - National Centers: IARI <br> - IASRI <br> - NDRI <br> - IVRI and CIFE. **(8+4=12)** |

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| UNIT- III | Systems and Networks.<br><br>- AGRIS<br><br>- INAGRIS<br><br>- ARISNET<br><br>- E-Agriculture<br><br>- Krishi Prabha. **(8+4=12)** |
| UNIT- IV | Information Services and Databases.<br><br>- AGRICOLA<br><br>- CAB<br><br>- CeRA<br><br>- Professional Associations: AALDI, IAALD. **(8+4=12)** |
| UNIT- V | Collection Development.<br><br>- Periodicals<br><br>- Grey literature, Patent, Standards/Government Publication, Non book materials<br><br>- E-Resources: Definition, Need, Types and Utilities<br><br>- Online databases. **(8+4=12)** |
| Text Book/Reference Book | 1. Bhatt (V S). Information resources in agricultural research in 40 years of agricultural research in India. 1989. ICAR, New Delhi.<br><br>2. Chotey Lal (C). Agricultural libraries and information systems: a handbook for users. 1998.<br><br>3. Daymath (Y) and Ruttan (V W). Agricultural development: an international perspective. 1979. John Hopkins, Baltimore.<br><br>4. Deshmukh (P P). Standardization of library and information services with special reference to scientific and agricultural libraries. 1990. ABC, New Delhi.<br><br>5. Kumar (P S G). Agricultural librarianship: MLISc elective paper. 2008. B.R. Publication, New Delhi.<br><br>6. Sharma (R D). The agricultural information network for India. 1989. Society for Information Science, New Delhi.<br><br>7. Singh (Hoshiar). Agriculture administration in India. 1986. Printwell Publisher: Jaipur<br><br>8. Subbaiha (R). Agricultural librarianship in India: an overview. 1988. Metropolitan, New Delhi.<br><br>9. Swaminathan (M S). Report of the working group on agricultural research and |

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| | education for the formulation of the eighth plan. 1989. Planning Commission, ICAR, New Delhi. |
| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== <br> 2. https://egyankosh.ac.in/ <br> 3. https://icar.org.in/consortium-e-resources-agriculture-cera-0 <br> 4. https://www.fao.org/e-agriculture/ |

| | Master of Library and Information Science | |
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| colspan | **Third Semester** | |
| | **Subject – Library & Information Science** | |
| Code of the Course | **LIS9110T** | |
| Title of the Course | **Social Science Information Systems** | |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** | |
| Credit of the course | 4 | |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science | |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. | |
| Prerequisites | High level. | |
| Objectives of the course | To provide knowledge about Social Science Information Systems to students. | |
| Learning outcomes | After studying this paper, students shall be able to: <ul><li>Understand different kinds of information systems</li><li>Learn about planning and designing a National Information System in Social Sciences</li><li>Explore internet-based sources and services in social sciences.</li></ul> | |
| | **Syllabus** | |
| UNIT- I | Information System. <br>   - Information System: Basic Concepts, Components, <br>   - Types and Characteristics of an Information System. | **(8+4=12)** |
| UNIT- II | Structure and Development of Social Sciences <br>   - Definition Scope, Landmarks and research Trends in the disciplines of Humanities, Political Science. <br>   - Public Administration, Economics, management, Sociology History, Psychology and Education. | **(8+4=12)** |
| UNIT- III | Social Science Information System: <br>   - Components: <br>   - Sources: Types and Media: Print and Non-Print, Electronic and Web Based. <br>   - Institutions connected with Social Science Information Generation and Dissemination. | **(8+4=12)** |

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| UNIT- IV | Study of the activities of Social Science Institutes and Organizations:<br><br>- Evaluation of Existing Information Systems and Networks in Social Sciences at National and International Level: ICSSR, NASSDOC, ICWA, Indian Institute of Management-Ahmedabad, Indian Institute of Public Administration, National Council for Applied Economic Research, National Institute of Public Finance and Policy, UNESCO, ICHR, London School of Economics and Political Science. **(8+4=12)** |
| UNIT- V | Social Science Databases:<br><br>- Critical study of Social Science Databases such as PROQUEST, Web of Knowledge, JSTOR, POPLINE, PsychInfo, Emerald, Census India, IndiaStat, etc. **(8+4=12)** |
| Text Book/Reference Book | 1. Atherton, Pauline. (1977). Handbook for information systems and service. Paris: UNESCO.<br><br>2. Babu, Ashok T., Ramaiah, L.S & Bedi, O. S. (2000). Vision of Future Library and Information Systems. New Delhi: Viva Books.<br><br>3. Bavakutty, Amudhavalli A. (Ed.) (2008). Dynamics in Digital Information Systems. New Delhi: Ess Ess Publications.<br><br>4. Buckland, Michael. (1991). Information and information systems: New directions in information management. New York: Praeger.<br><br>5. Bose, K. (1994). Information networks in India: Problems and prospects. New Delhi: Ess Ess Publisher.<br><br>6. Lazar, Peter. (1985). Information System Design & Management. Bangalore: Sarda Ranganthan Endowment For Library Science.<br><br>7. Parida, Baman. (1993). Studies on information systems, services and programs in India and abroad. Delhi: Ajanta.<br><br>8. Raghavan, K. S., & Prasad, K.N. (Eds.). (2009). Library and Information Systems: From Alexandrian Heritage to Social Networking. Bangalore: Ess Ess Publications**.** |
| Suggested E-resources | 1. *E-pgpathshala*.<br>https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br><br>2. https://egyankosh.ac.in/<br><br>3. SUNET |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9111T** |
| Title of the Course | **Health Information Systems** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | Understand the origin, scope and development of Health Information Systems |
| Learning outcomes | After studying this paper, students shall be able to:<br>• Growth and development of Health education and research in India<br>• Role of Library in Health education, research and extension<br>• Development of Health Library in India. |
| **Syllabus** | |
| UNIT- I | Health Information System        .<br>    - Health Information: Basic Concepts and Components,<br>    -  Types and Characteristics of Health Information System.        **(8+4=12)** |
| UNIT- II | Structure and Development of health Sciences<br>    - Definition, Scope, and purpose.<br>    - Landmarks and research trends in the disciplines of health sciences.    **(8+4=12)** |
| UNIT- III | Health Science Information System Components:<br>    - Sources: Types and Media: Print and Non-Print, Electronic and Web Based.<br>    - Institutions connected with Health Science Information Generation and Dissemination.        **(8+4=12)** |
| UNIT- IV | Study of Organizations: |

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| | - Evaluation of Existing Information Systems and Networks in Social Sciences at National and International Level.<br><br>- Indian National Science Academy, ICMR, National Medical Library, WHO Library, UN **(8+4=12)** |
| UNIT- V | Health Science Databases:<br><br>- Critical study of Open source and commercial Science Databases.<br><br>- Web of Knowledge, PROQUEST, Science Direct, Nature, Medline Plus, PubMed, EBSCO, Chemical Abstracts, PLoS, PsycINFO, Pharmocopeia, International Pharmaceutical Abstracts (IPA), SCOPUS, POPLINE, etc. **(8+4=12)** |
| Text Book/Reference Book | 1. Morton, L.T. & Godbolt, S. (1984). Information Sources in the Medical Sciences (3rd Ed.) London: Butterworths.<br><br>2. Winter, Alfred & et. al. Health Information systems technological and Management Perspectives (3rd Ed.)<br><br>3. Brown, G. D. Health Information A Systems Perspective<br><br>4. Godlee, F., et. al. Can we achieve health information for all by 2015? The Lancet, |
| Suggested E-resources | 1. *E-pgpathshala*.<br>https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgi w==<br><br>2. https://egyankosh.ac.in/<br><br>3. https://www.sciencedirect.com/<br><br>4. https://www.elsevier.com/en-in/solutions/scopus<br><br>5. http://nsl.niscair.res.in/<br><br>6. https://www.who.int/library |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9112T** |
| Title of the Course | **Internet and Its Applications** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To Provide knowledge about internet and its applications. |
| Learning outcomes | After studying this course, students shall be able to<br><br>• Analyze the different types of Internet protocols.<br><br>• Understand the Internet and intranet technologies.<br><br>• Analyze the different types of communication media and platforms. |
| **Syllabus** | |
| UNIT- I | Internet: An Overview<br><br>- Internet: Evolution, Applications, advantages and disadvantages of Internet.<br>- Internet Addressing: IP Addresses, Domain Name address, E-mail address and URL address.<br>- WWW: Features, Applications, Web Server, Web site and Web Browsers<br>- ISO-OSI Reference model **(8+4=12)** |
| UNIT- II | Internet Protocols<br><br>- Network Protocols: TCP/IP, HTTP, FTP, SMTP, NNTP.<br>- Importance of Search engines and Meta search engines<br>- Search Techniques<br>- Types of Internet Connectivity<br>- Connectivity Devices: Modem, Repeater, Hub, Bridge, Router, Switch, Router, Gateway **(8+4=12)** |
| UNIT- III | Internet Communications Media |

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| | - Computer based Communication: Benefits, Communication Channel and types. |
| | - Transmission Media: Characteristics, Cable media and Wireless media. |
| | - Technology Convergence: Meaning, E-activities, Access Convergence and Service Convergence **(8+4=12)** |
| UNIT- IV | Internet Technologies |
| | - Interactive Learning: Distributed and Interactive distributed services |
| | - Wireless Technology |
| | - E-mail: Types, Structure, Features and Netiquette for e-mail |
| | - Internet Resources for LIS Professionals **(8+4=12)** |
| UNIT- V | Intranet & Internet Security |
| | - Intranet: Definition, Features, advantages, disadvantages and Services |
| | - Extranet: Features, advantages, disadvantages and Services |
| | - Information Security: Need, Areas of security and Types of attacks **(8+4=12)** |
| Text Book/Reference Book | 1. Bates, Chris. (2006). Web Programming: Building Internet Applications. 3$^{rd}$ ed. New Delhi: Wiley-India. <br> 2. Crumlish, Christian. (2007). The ABCs of the Internet. New Delhi : BPB Publications. <br> 3. Miller, Joseph B. (2008). Internet Technologies and Information Services (Library and Information Science Text Series). Libraries Unlimited. <br> 4. Panda, K. C. and Gautam, J. N. (1999). Information Technology on the Cross Road from Abacus to Internet. Agra: Y K Publishers. <br> 5. Nair, R. Raman. (2002). Internet for Information Services. New Delhi : Ess Ess Publications. <br> 6. Sehgal, R. L. (2000). Internet and Internet for Librarians. New Delhi : Ess Ess Publications. <br> 7. Stallings, William. (2007). Computer Networking with Internet Protocols and Technology. Delhi : Pearson Education. <br> 8. Atherton, Pauline. (1977). Handbook for information systems and service. Paris: UNESCO. <br> 9. Babu, Ashok T., Ramaiah, L.S & Bedi, O. S. (2000). Vision of Future Library and Information Systems. New Delhi: Viva Books. |

| Suggested E-resources | 1. *E-pgpathshala.* https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== |
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| | 2. https://egyankosh.ac.in/ |
| | 3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9113T** |
| Title of the Course | **Information Sources and Services** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | Understand the educational role of libraries, library professionals, and scholarly use of information resources and services. |
| Learning outcomes | Upon successful completion of the course, students will be able to: <br><br> • Demonstrate the knowledge of major information sources and reference tools which facilitate access to information. <br><br> • Develop evaluative skills for selecting print and electronic information sources. <br><br> • Use the major information sources to answer day-to-day user enquiries. <br><br> • Develop confidence and expertise in handling information sources. |
| **Syllabus** | |

| UNIT- I | Information Sources <br><br> - Documentary and Non-Documentary Source (Human & Institutional Resources) <br><br> - Print, Non-Print, Published and Unpublished resources. <br><br> - Categorization of sources by Ranganathan and Grogan **(8+4=12)** |
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| UNIT- II | Information Services <br><br> - Origin and Concept of Information Services <br><br> - Type, Nature and Characteristics of Information |

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| | - Alternative and Bibliographic Services<br>- CAS and SDI Services **(8+4=12)** | |
| UNIT- III | Information Delivery Services<br><br>- DDS: Definition and Process of Document Delivery Service<br><br>- Electronic Reference Resources<br><br>- Document Supply Centres: NIScPR and INFLIBNET **(8+4=12)** | |
| UNIT- IV | New Information Services<br><br>- Database Services: Chemical Abstract Service database, MEDLINE, Science Direct, SCOPUS and database Aggregators<br>- Comparative Study of INB and BNB<br>- Mobile-Based Library Services<br>- E-Publishing: Meaning and Kinds **(8+4=12)** | |
| UNIT- V | Reference Services<br><br>- Reference Services: Origin, Definition and Objectives<br>- Types of Reference Services (Ready and Long Range)<br>- Methods of Orientation of a Freshman<br>- Kind and Evaluation of Reference Sources<br>- Reference Service in Internet Era: Artificial Intelligence (AI), Big Data and Data Visualization, Internet of Things and Instant messaging **(8+4=12)** | |
| Text Book/Reference Book | 1. Choudhury, G. G. (2001). Information Sources and Searching on the World Wide Web. London: Facet Publishing.<br>2. Choudhury, G. G. (2001). Searching CD-ROM and Online Information Sources. London: Facet Publishing.<br>3. Ghenney, F. N. (1980). Fundamentals of Reference Sources. New York: Mc Graw Hill.<br>4. Guha, B. (1999). Documentation and Information Services ($2^{nd}$ ed.). Calcutta: World Press. Higgens, C. (Ed.). (1980). Printed Reference Materials. London: Library Association.<br>5. Krishan Kumar. (1984). Reference Service. New Delhi: Vikash Publication.<br>6. Lancaster, F. W. (1998). Indexing and Abstracting in Theory and Practice. Illinois: University of Illinois.<br>7. Padhi, Pitambar. (1994). Reference Sources in Modern Indian Languages: | |

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| | Bhubaneshwar: Gangotri Devi. |
| | 8. Ranganathan, S. R. (1991). Reference Service. Bangalore: Sarada Ranganathan Endowment.<br><br>9. Walford, A. J. (1968-70). Guide to Reference Materials (3 Vols). London: Library Association.<br><br>10. Ansari, S. "Biographical Sources". BLIS 05 -Unit 11. New Delhi: Indira Gandhi National Open University, 1999. Print. |
| Suggested E-resources | 1. *E-pgpathshala*.<br><br>https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgi w==<br><br>2. https://egyankosh.ac.in/<br><br>3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9114T** |
| Title of the Course | **Communication Skills** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | The objectives of introducing Communication Skills to students are to: <br> • Introduce students to the theory, fundamentals and tools of English language communication. <br> • Develop in them verbal and non- verbal communication skills that are integral to personal, academic, social and professional interactions. <br> • Promote interactive mode of teaching-learning process by focusing on various dimensions of communication skills. <br> • Broaden students' world view through exposure to a variety of texts and experiences. <br> • Enable them to develop academic writing skills in order to present reasoned and mature arguments, for Job applying, and preparing for job interviews. |
| Learning outcomes | After completion of course, students are expected: <br> • To meet high professional expertise with the help of much developed communication skills. <br> • To effectively communicate with confidence, participate actively in discussions, debates, interviews and other oral activities. <br> • To read a text at normal speed with correct pronunciation, with appropriate facial expressions and gestures. <br> • To draft a writing task by applying a proper format and incorporating |

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|  | cohesive ideas. |

| **Syllabus** | |
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| UNIT- I | Effective Communication<br><br>- Defining Communication, Process/Models of Communication<br><br>- Communication Networks: Formal (upward, Downward, Lateral) and Informal (Grapevine) Communication<br><br>- Barriers to Communication<br><br>- 7 Cs of Effective Communication  **(8+4=12)** |
| UNIT- II | Listening Ability<br><br>- Importance of Listening, Listening for general and specific purpose<br>- Intensive Listening, Types and Barriers to Listening<br>- Overcoming Measures and Enhancing Effective learning strategies  **(8+4=12)** |
| UNIT- III | Presentation Strategies<br>- Defining the Purpose of Presentation<br>- Preparing and Conducting Effective Oral /Business/Power-point presentations<br>- Group Discussions<br>- Interview Skills: Types of Interviews. Effective Use of Body Language and Non verbal communication  **(8+4=12)** |
| UNIT- IV | Reading Tactics<br>- Reading Techniques - Skimming, scanning, understanding the gist of an argument<br>- Developing Reading Strategies<br>- Book Review  **(8+4=12)** |
| UNIT- V | Mechanics of Technical Writing<br><br>- Formal letters: Business letters, Job application, covering letter<br>- Writing Reports: Types of Reports and layouts<br>- Difference Between Writing a Bio-data, CV and Resume  **(8+4=12)** |
| Text Book/Reference Book | 1. Bansal, R. K. & Harrison, J.B. (2013). Spoken English: A Manual of Speech and Phonetics, 4th ed. New Delhi: Orient BlackSwan.<br>2. Sharma, N. (2010). Communication Skills. Satya Prakashan, New Delhi<br>3. Lesikar R. V, Flatley M E, Rentz K & Pandey. (2009). Business Communication: Making Connections in a Digital World. New Delhi, Tata McGraw Hill<br>4. Vibrant English. (2013). Hyderabad: Orient BlackSwan |

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| Suggested E-resources | 1. https://egyankosh.ac.in/ <br> 2. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9115T** |
| Title of the Course | **Knowledge Management** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To provide knowledge about internet and its applications |
| Learning outcomes | After studying this paper, students shall be able to: <br> • Understand the concept of Knowledge management. <br> • Explain different kinds of exposition of knowledge <br> • Decide and design a Knowledge Management (KM) model for an organization. |
| **Syllabus** | |

| UNIT- I | Knowledge <br><br> - Definition, need, Origin, Development <br><br> - Types of Knowledge-Tacit, Explicit            **(8+4=12)** |
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| UNIT- II | Knowledge Management <br><br> - Meaning an Information of Knowledge Management <br><br> - Difference between Information Management and Knowledge Management <br><br>            **(8+4=12)** |
| UNIT- III | Need for Knowledge Management <br><br> - Sharing of Information <br><br> - Decision Making <br><br> - Access to Information            **(8+4=12)** |
| UNIT- IV | Knowledge Management Models <br><br> - Creation of Knowledge Base <br><br> - Active Process Management |

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| | - Knowledge Web | **(8+4=12)** |
| UNIT- V | Role of Knowledge Management | |
| |    - Role of Libraries in Knowledge Management | |
| |    - Role of Librarians | |
| |    - Problems Of Knowledge Management in Implementation | **(8+4=12)** |
| Text Book/Reference Book | 1. Awad, Elias M. (1995). Systems analysis and design. New Delhi: Galgotia. <br><br> 2. Bagade, Shankar D. (2000). Total quality management. Bombay: Himalaya Publishing House. <br><br> 3. Berg, J., & Susan. (1993). Total quality management: Implementing continuous improvement. New Delhi: Excel Books. <br><br> 4. Brophy, P., & Coulling, K. (1995). Quality management for information and library managers. Mumbai: Jaico Publications House. <br><br> 5. Chapman, Edward A., Pierre, Paul L., & Lubans, John (1970). Library systems analysis guidelines. New York: Wiley-Inter-Science. <br><br> 6. Evans, G. E. (1984). Management techniques for librarians (2nd ed.). New York: Academic Press. <br><br> 7. Evans, G. E. (2000). Management basics for information professionals, 3 rd ed. New York: Facet Publications. <br><br> 8. Koontz, Harold & Welhrich, Heintz (1988). Essentials of management (9th ed.). New York: Mc Grow Hill. <br><br> 9. Kumar, P S G. (2003). Management of library and information centers (Paper V of UGC Model Curriculum). New Delhi: B. R. Publishing. <br><br> 10. Lock, Dennis & Smith, Davis J. (1993) . Handbook of quality management. Bombay: Jaico Publishing House. <br><br> 11. Narayana, G.J. (1991). Library and information management. New Delhi: Prentice-Hall of India. <br><br> 12. Seetharama, S. (1990). Guidelines for planning of libraries and information centres. Kolkata: IASLIC. <br><br> 13. Wilson, A. (1979). The planning approach to library management. London: Library Association. |

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| Suggested E-resources | 1. E-pgpathshala.<br>https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br>2. https://egyankosh.ac.in/<br>3. https://ndl.iitkgp.ac.in/ |

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| **Master of Library and Information Science** | |
| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9116P** |
| Title of the Course | **ICT Practice** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Generic Elective Course (GEC) in Library & Information Science |
| Delivery type of the course | ICT Practice = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | To provide practical knowledge of ICT tools and resources |
| Learning outcomes | Upon successful completion of the course, students will be able to: <br><br> • Acquainted with the ICT enabled services and resources. <br><br> • Acquire skills required to access the resources. <br><br> • Understand different types of resources. <br><br> • Use application software for office management. |
| **Syllabus** | |

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| UNIT- I | Hands-on experience on Online chat <br><br> - Chat referencing, FAQ, WorldCat | **(24)** |
| UNIT- II | Hands-on experience on HTML <br><br> - Create web page for a library <br><br> - Insert logo, themes and images | **(24)** |
| UNIT- III | Hands-on experience on SUNET <br><br> - IP based e-resources on SUNET | **(24)** |
| UNIT- IV | Hands-on experience on INFLIBNET Resources <br><br> - ShodhGanga <br><br> - Shodhgangotri <br><br> - INDCAT <br><br> - VIDWAN <br><br> - IRINS | |

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| | - Vidya-mitra | |
| | - E-PG Pathshala | **(24)** |
| UNIT- V | Hands-on experience on Services/Resources available on following Institutions<br>- NIScPR-IR<br><br>- National Digital Library<br><br>- SWAYAM<br><br>- NPTEL<br><br>- eGyanKosh | **(24)** |

| Examination Scheme for this Paper | The examination (Internal and end semester) of this paper will be conducted by concern Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below: |
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| Scheme | Marks Distribution |
|---|---|
| Internal examination | 20 |
| Practical File work | 20 |
| Practical | 40 |
| Viva voce | 20 |
| **Total** | **100** |

| Master of Library and Information Science | |
|---|---|
| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9117P** |
| Title of the Course | **SUNET** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Generic Elective Course (GEC) in Library & Information Science |
| Delivery type of the course | SUNET practice = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | Provide hand on practice to access SUNET resources. |
| Learning outcomes | After studying this course, students shall be able to:<br><br>• Access the resources available on Sukhadia University Network.<br>• Promote the maximum utilization of resources. |

| Syllabus | | |
|---|---|---|
| UNIT- I | ACS, AIP, Annual Review, aps, Wiley-Blackwell | **(24)** |
| UNIT- II | Cambridge University Press, Economic and Political Weekly, IOP | **(24)** |
| UNIT- III | JSTOR, DELNET, Oxford Press | **(24)** |
| UNIT- IV | Project Muse, RSC, Springer, Taylor & Francis | **(24)** |
| UNIT- V | J-Gate, Indiastat, ebrary, MyLibrary and Dissertation Abstract International | **(24)** |

| **Examination Scheme for this Paper** | The examination (Internal and end semester) of this paper will be conducted by concern Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below: |
|---|---|

| Scheme | Marks Distribution |
|---|---|
| Internal examination | 20 |
| Practical File work | 20 |
| Practical | 40 |
| Viva voce | 20 |
| **Total** | **100** |

| Master of Library and Information Science | |
|---|---|
| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9118P** |
| Title of the Course | **Research Tools and Softwares** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Generic Elective Course (GEC) in Library & Information Science |
| Delivery type of the course | Research Tools and Software's practice = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | Offers IT enabled tools for learning and research. |
| Learning outcomes | After studying this course, students shall be able to:<br><br>• Familiar with IT enabled tools for learning.<br><br>• Get skills required to operate anti-plagiarism software.<br><br>• Practice on emerging tools and techniques for better teaching, learning and quality research works. |

| Syllabus | | |
|---|---|---|
| UNIT- I | Original software | **(24)** |
| UNIT- II | Google scholar and ResearchGate | **(24)** |
| UNIT- III | Grammarly and style manuals | **(24)** |
| UNIT- IV | ChatGPT and Online journal finders | **(24)** |
| UNIT- V | Google lens and Google translates. | **(24)** |

| Examination Scheme for this Paper | The examination (Internal and end semester) of this paper will be conducted by concern Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below: |
|---|---|

| Scheme | Marks Distribution |
|---|---|
| Internal examination | 20 |
| Practical File work | 20 |
| Practical | 40 |
| Viva voce | 20 |
| **Total** | **100** |

| Master of Library and Information Science | |
|---|---|
| **Third Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9119P** |
| Title of the Course | **Resources of Social Sciences** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Generic Elective Course (GEC) in Library & Information Science |
| Delivery type of the course | Practice of Research Resources in Social Sciences = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | To provide latest resources in the field of Social Sciences for learning. |
| Learning outcomes | After studying this course, students shall be able to:<br>• Access the online resources.<br>• Hand on Practice to find resources for better quality of research works. |
| **Syllabus** | |

| UNIT- I | Original software | **(24)** |
|---|---|---|
| UNIT- II | Google scholar and ResearchGate | **(24)** |
| UNIT- III | Grammarly and style manuals | **(24)** |
| UNIT- IV | ChatGPT, NASSDOC and ICSSR | **(24)** |
| UNIT- V | Google lens and Google translates | **(24)** |

| **Examination Scheme for this Paper** | The examination (Internal and end semester) of this paper will be conducted by concern Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below: |
|---|---|

| Scheme | Marks Distribution |
|---|---|
| Internal examination | 20 |
| Practical File work | 20 |
| Practical | 40 |
| Viva voce | 20 |
| **Total** | **100** |

# MLISc Fourth Semester

| Master of Library and Information Science | |
|---|---|
| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9013P** |
| Title of the Course | **Advance Knowledge Organization: Cataloguing Practice** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Centric Compulsory Course (DCC) in Library & Information Science |
| Delivery type of the course | Cataloguing Practice = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | Prepare the entries of reading material according to AACR-II |
| Learning outcomes | Students will be able to:<br><br>• Develop skills of cataloguing.<br><br>• Understand the rules and practices of document description for reading materials according to Anglo American Cataloguing Rules-II.<br><br>• Preparing Catalogue Entries (Main, Added and Reference Entries.<br><br>• Assigning subject headings using Sear's list of subject headings |
| **Syllabus** | |
| 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 | **(24)** |
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| UNIT- II | Collaborators | **(24)** |
| UNIT- III | Pseudonyms Author | **(24)** |
| UNIT- IV | Multi-Volumes | **(24)** |
| UNIT- V | Serial (Simple entries) | **(24)** |
| **Scheme of Examination** | One title from each unit is compulsory without any choice in examination | |
| Text Book/Reference Book | 1. American Library Association. (1978). Anglo-American cataloguing rules. $2^{nd}$ Ed, 2002 revision, 2005 update. Chicago: American Library Association.<br>2. Gautam, J.N. (1996). Practical Manual of AACR-II. Agra, Y.K. Publisher.<br>3. Khan, M. T. M. (2005). Anglo-American cataloguing rules. New Delhi: Shree Publishers.<br>4. Krishan Kumar. (1986). An introduction to cataloguing practice. $3^{rd}$ Rev. Ed. New Delhi: Vikas Publishing.<br>5. Ranganathan, S. R. (1988). Classified Catalogue Code with additional rules for dictionary catalogue. Bangalore: Sarada Ranganathan Endowment for Library Science.<br>6. Sears, M. E. (2010). Sears List of Subject Headings. $20^{th}$ Ed. New York: H. W. Wilson.<br>7. Singh, S. N. & Prasad, H. N. (1985). Cataloguing Manual AACR-II. Delhi: B. R. Publishing Corporation.<br>8. Sehgal RL (2005). Cataloging manual II . Ess. Ess. Publication | |
| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br>2. https://egyankosh.ac.in/<br>3. https://ndl.iitkgp.ac.in/ | |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9120T** |
| Title of the Course | **Research Methodology** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To provide the basic knowledge about the research process and methods |
| Learning outcomes | <ul><li>To understand the nature of research and process.</li><li>To make students learn about developing research design, hypotheses, and writing research proposal.</li><li>To acquaint with various research methods.</li><li>To gain understanding on various techniques and tools of research</li></ul> |
| **Syllabus** | |
| UNIT- I | Research and Research Design<br><br>- Meaning, Definition, Need and Types of Research<br>- Steps of Research Process<br>- Research Design: Definition, Characteristics and Components<br>- Formulation of Research Problems       **(8+4=12)** |
| UNIT- II | Research Methods<br><br>- Scientific Method<br>- Spiral of Scientific Method<br>- Historical Method<br>- Survey and Case Study Method       **(8+4=12)** |
| UNIT- III | Data Collection Techniques |

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| | - Questionnaire: Definition, Types and Nature of questionnaire |
| | - Observation: Types and Characteristics |
| | - Sampling |
| | - Interview |
| | - Schedule **(8+4=12)** |
| UNIT- IV | 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 **(8+4=12)** |
| UNIT- V | 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 **(8+4=12)** |
| Text Book/Reference Book | 1. Ahuja, Ram. (2001). Research methods. New Delhi: Rawat Publications. |
| | 2. Gupta, Santosh: Research Methodology and Statistical Techniques. Delhi: Deep and Deep Publications, 1999. |
| | 3. Kothari, C.R. (2006). Research methodology: methods and techniques. New Delhi: New Age International Limited. |
| | 4. Krishan Kumar. (1992). Research methods in library and information science (2nd ed.). New Delhi: Har Anand. |
| | 5. Kumar, P S G. (2004). Research methods and statistical techniques (Vol. 10, Paper XII of UGC modern curriculum). New Delhi: B. R. Publishing. |
| | 6. Lahiri, R. (1999). Professionalism and research in library and information science. New Delhi: Ess Ess Publications. |
| | 7. Ravichandra Rao, I K. (1985). Qualitative methods for library and information science. New Delhi: Wiley Eastern. |
| | 8. Seetharama, S., & Karisiddappa, C. R. (Eds). (1993) Current research in library and information science. Jaipur: RBSA Publishers. |
| | 9. Thanulingom, N. (2000). Research methodology. Bombay: Himalaya Publishing |

| | House. |
| | 10. Koli, Laxmi Narayan (2021). Research Methodology. Y. K. Publication Agra |
| Suggested E-resources | 1. *E-pgpathshala*. |
| | https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== |
| | 2. https://egyankosh.ac.in/ |
| | 3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9121T** |
| Title of the Course | **Informetrics and Scientometrics** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | • To explore the origin and development of key terms Informetrics and Scientometrics <br><br> • To have an understanding on elements, applications, techniques and modeling in Informetrics and Scientometrics |
| Learning outcomes | After completion of this course, you will be able to: <br><br> • Grasp the genesis, definition, scope, purpose and application of bibliometrics and webometrics; <br><br> • Explain the usability of citation index, impact factor and h-index; and its variants measures <br><br> • Describe and use metrics for analysis research contributions |
| **Syllabus** | |
| UNIT- I | Foundation of Informetrics and Scientometrics <br><br> - Information and Measurement <br> - Measure of Information <br> - Informetrics: Definition, Scope and Evolution <br> - Sociology of Science and Scientometrics <br> - Organisations Engaged in Scientometrics and Informetrics Studies **(8+4=12)** |
| UNIT- II | Informetrics: Elements and Applications <br><br> - Law of Scattering and its Applications <br> - Rank and Size Frequency Models |

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| | - Informetrics Phenomena<br>- Analysis of Library related Data<br>- User Studies | **(8+4=12)** |
| UNIT- III | Scientometrics: Elements and Applications<br>   - Laws of Scientific Productivity<br>   - Growth and Obsolescence of Literature<br>   - Science Indicators and Mapping of Science | **(8+4=12)** |
| UNIT- IV | Techniques and Modeling in Informetrics and Scientometrics<br>   - Elements of Statistics<br>   - Probability Distributions and their Applications<br>   - Regressi on Analysis<br>   - Cluster Analysis and Facto Analysis | **(8+4=12)** |
| UNIT- V | Citation analysis, Impact Factor, Online citation index<br>   - Concept of citation analysis, Formulas for measuring Citation - H-index, I-index, G-index<br>   - Impact factor concept, need, Formulas for measuring impact factor<br>   - Citation Indexing Databases and Services - Scopes; Web of Knowledge; Google Scholar and others | **(8+4=12)** |
| Text Book/Reference Book | 1. Bradford, S.c. (1948). Documentation. London: Crosby Lockwood. Brookes, B.C. (1990). Biblio-, Infor-MetricsrY? What are we talking about? In:Informetrics 89190, L. Egghe and R. Rousseau Ed. Elsevier Science Publishers B.Y. Amsterdam.<br>2. Brookes, B.C. (1988). Comments on the Scope of Bibliometrics. In: Informetrics 87/88, L. Egghe and R. Rousseau Ed. Elsevier Science Publishers B.Y. Amsterdam.<br>3. Hertzel, D.H. (1985). Bibliometrics, History of the Development of Ideas in. In: Kent, Allen, (ed.). Encyclopedia of Library and Information Science. New York:Marcel Dekker, Inc.Vol.no. 42, Suppl.7.<br>4. Potter, WilJiam Gray (ed.) (1981). Bibliometrics Issue. Lib. Trends.30.<br>5. Pritchard, Alan (1969). Statistical Bibliography or Bibliometrics. J Doe. 25(4),348-349 |

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| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== <br> 2. https://egyankosh.ac.in/ <br> 3. https://ndl.iitkgp.ac.in/ |

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| **Master of Library and Information Science** | |
| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9122T** |
| Title of the Course | **Print and E-Resources in Social Sciences** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To explore the resources available in print and electronic format in social sciences |
| Learning outcomes | After completion of this course, you will be able to:<br><br>• Find out the location of resources.<br><br>• Retrieve and evaluate the print and electronic resources. |
| **Syllabus** | |
| UNIT- I | Historical Development<br><br>- Scope of the Discipline and its Development<br><br>- Research Trends in Social Sciences: History, Political Science, Economics and Sociology **(8+4=12)** |
| UNIT- II | User Studies and Information Seeking Behaviour<br><br>- Information Needs of Users<br><br>- Information Seeking Behaviour<br><br>- User Studies: Importance, Objectives and Types<br><br>- Planning User Survey<br><br>- Methods of User Service **(8+4=12)** |
| UNIT- III | Information Sources and Evaluation<br><br>- Primary, Secondary and Tertiary Sources<br><br>- Evaluation of Secondary Sources: Print and Electronic Resources **(8+4=12)** |
| UNIT- IV | Databases and Internet Services |

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| | - Networked and Distributed Databases |
| | - Consortia and Subject Gateways |
| | - Internet Resources and Services **(8+4=12)** |
| 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 **(8+4=12)** |
| Text Book/Reference Book | 1. Deutcher (C G), et al. Guide to historical literature. 1951. Macmillan, New York. |
| | 2. Hoselitz (Bert F). Reader's guide to the social sciences. Rev. Ed. 1972. Free Press, |
| | 3. Glencoe. |
| | 4. Majumdar (R C). Historiography in modern India. 1970. Asia Publishing House, Bombay. |
| | 5. Mann (Peter H). Methods of sociological enquiry. 1968. Schocken Books, New York. |
| | 6. Mckenzie (W J M), Ed. Guide to the social sciences. 1966. Weidenfied and Nicolson, |
| | 7. London. |
| | 8. Unnithan (T K N), Ed. Sociology for India. 1967. Prentice Hall, New Delhi. |
| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== |
| | 2. https://egyankosh.ac.in/ |
| | 3. https://ndl.iitkgp.ac.in/ |

| | Master of Library and Information Science |
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| | **Fourth Semester** |
| | **Subject – Library & Information Science** |
| Code of the Course | **LIS9123T** |
| Title of the Course | **Print and E-Resources in Humanities** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To aware about the electronic and print resources of humanities. |
| Learning outcomes | After completion of this course, you will be able to:<br><br>• Access the resources in humanities.<br><br>• Get various information sources. |
| | **Syllabus** |
| UNIT- I | Historical Development<br><br>   - Scope of the Discipline and its Development<br><br>   - Research Trends in Humanities: Religion, Philosophy, Fine Arts and Literature<br>**(8+4=12)** |
| UNIT- II | User Studies and Information Seeking Behaviour<br><br>   - Information Needs of Users<br><br>   - Information Seeking Behaviour<br><br>   - User Studies: Importance, Objectives and Types<br><br>   - Planning User Survey             **(8+4=12)** |
| UNIT- III | Information Sources and Evaluation<br><br>   - Primary, Secondary and Tertiary Sources<br><br>   - Evaluation of Secondary Sources: Print and Electronic Resources<br>**(8+4=12)** |
| UNIT- IV | Databases and Internet Services |

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| | - Networked and Distributed Databases |
| | - Consortia and Subject Gateways |
| | - Internet Resources and Services **(8+4=12)** |
| 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 **(8+4=12)** |
| Text Book/Reference Book | 1. Asheim (Lester), et al. Humanities and the library: problem in the interpretation, evaluation and use of library materials. 1970. ALA, Chicago.<br><br>2. Balay (Robert), Ed. Guide to reference books. Ed.11. 1996. ALA, Chicago.<br><br>3. Chandler (G). How to find out about literature. Rev. Ed. 5. 1982. Pergamon Press, Oxford.<br><br>4. Crane (R S). Idea of the humanities. V. 1. 1967. University of Chicago Press, Chicago.<br><br>5. Jones (W T). Sciences and the humanities: conflict and reconciliation. 1965. University of California Press, Berkeley.<br><br>6. Kenna (Stephanie) and Ross (Seamus), Ed. Networking in the humanities: Proceeding. 1995. Bowker-Saur, London. |
| Suggested E-resources | 1. *E-pgpathshala*.<br> https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br><br>2. https://egyankosh.ac.in/<br><br>3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9124T** |
| Title of the Course | **ICT Application in Library Services** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To provide deep theoretical knowledge about ICT implementation in library services |
| Learning outcomes | After studying this course, students shall be able to:<br><br>• To understand the concept of library automation and its planning for better library services.<br>• To acquaint with the concept of Consortia & Library Networks.<br>• To understand the various library security systems. |

| Syllabus | |
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| UNIT- I | Library Automation<br><br>- Definition, Need, Purpose and Problems<br><br>- Steps in Planning<br><br>- Process of Implementation<br><br>- Basic requirements for Library Automation            **(8+4=12)** |
| UNIT- II | Automated Operations<br><br>- Areas of Library Automation<br><br>- Automation of Housekeeping Operations: Acquisition,<br><br>- Barcode: Need, Requirements, Benefits and Utility        **(8+4=12)** |
| UNIT- III | Consortia & Library Networks<br><br>- Consortia: Need, Objectives and Advantages |

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| | - Library Consortia: Shodh Sindhu |
| | - Major Library Networks: INFLIBNET, DELNET and OCLC **(8+4=12)** |
| UNIT- IV | 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 **(8+4=12)** |
| UNIT- V | Automation Softwares |
| | - Library Automation Software: Types and General Functions |
| | - Process of Implementation of Library Automation Software |
| | - Criteria of Evaluation of Automation Software |
| | - SOUL 3.0 (Features and Modules) and E-Granthalaya **(8+4=12)** |
| Text Book/Reference Book | 1. Chidrupananda, Swami. (2006). Making Sense of Library Automation: A Hands on Guide. Kolkata : Meteor. |
| | 2. Gopal, Krishan. (2005). Modern Library Automation. New Delhi : Authors Press. |
| | 3. Grewal, Gagandeep. (2004). Handbook of Library Security. New Delhi : Dominant. |
| | 4. Pandey, S. K. (2000). Organisation of Library Automation. New Delhi : Anmol Publications. |
| | 5. Prabha, Neelam. (2004). Automation in academic libraries. Agra:Y.K Publishrs. |
| | 6. Reddy, Satyanarayana. (2001). Automated Management of Library Collections. New Delhi : Ess Ess. |
| | 7. Siwatch, Ajit S. et al. (2006). Approaches to Modern Librarianship. Delhi : Sanjay. |
| | 8. Sujatha, G. (1999). Resource Sharing and Networking of University Libraries. New Delhi : Ess Ess. |
| | 9. Tripathi, Aditya et al. (eds.). (2010). Open Source Library Solutions. New Delhi : Ess Ess. Prabha, Neelam. (2004). Automation in academic libraries. Agra:Y.K Publishrs. |

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| | 10. Sharma, BK (2019). Information and Communication Technology (Hindi). Y. K. Publication Agra. |
| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== <br> 2. https://egyankosh.ac.in/ <br> 3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9125T** |
| Title of the Course | **Information System and Networks** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To explore the importance of information systems and networks for information dissemination. |
| Learning outcomes | <ul><li>To explain the characteristics of information system.</li><li>To acquaint with the concept of resource sharing.</li><li>To identify national and international information systems.</li></ul> |
| **Syllabus** | |
| UNIT- I | Information Systems<br><br>- Information Systems: Types and Characteristics<br>- Planning and Designing of Information System<br>- Evaluation of Information System<br>- OPAC, Web OPAC (WorldCat)  **(8+4=12)** |
| UNIT- II | National Information Systems<br><br>- ENVIS<br>- BIS<br>- PIS<br>- SENDOC  **(8+4=12)** |
| UNIT- III | Global Information Systems<br><br>- INIS |

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| | - INSPEC | |
| | - MEDLARS | |
| | - NISSAT | **(8+4=12)** |
| UNIT- IV | Networks | |
| | - Network: Definition, Need and Functions | |
| | - Features and Characteristics of Library Networks | |
| | - Data Networks: NICNET and ERNET | **(8+4=12)** |
| UNIT- V | Resource Sharing | |
| | - Resource Sharing: Definition, Need and Objectives | |
| | - Salient Features of Resource Sharing | |
| | - Areas of Resource Sharing | |
| | - Problems and Prospects | **(8+4=12)** |
| Text Book/Reference Book | 1. Kaul, H. K. (1999). Library Resource Sharing Networks. New Delhi : Virgo Publications. <br><br> 2. Lithikar, Shalini R. (2012). Information Systems and Networks in India. New Delhi: Today and Tomorrow's Printers and Publishers. <br><br> 3. Neelameghan, A. and Prasad, K. N. (1998). Information Systems, Networks and Services in India: Developments and Trends. 2 vols. New Delhi: Indian Bibliographic Center. <br><br> 4. Rowley, J. E. (1996). The Basics of Information Systems. London : Facet Publishing. <br><br> 5. Shuman, Bruce A. (2004). Issues for Libraries and Information Science in the Internet Age. Englewood. Libraries Unlimited Inc. | |
| Suggested E-resources | 1. E-pgpathshala. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== <br><br> 2. https://egyankosh.ac.in/ <br><br> 3. https://ndl.iitkgp.ac.in/ | |

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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9126T** |
| Title of the Course | **Information Analysis, Consolidation and Repackaging** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To know about the repackaging, consolidation and analysis of information and its uses and importance. |
| Learning outcomes | At the end students will able:<br>• Explain the concepts of information consolidation and repackaging.<br>• To highlights the impediments and difficulties associated with fruitful use of existing information.<br>• To explore why information analysis is needed. |
| **Syllabus** | |
| UNIT- I | Information Analysis, Consolidation and Repackaging<br>  - Information analysis, consolidation and repackaging: concept, definitions, need, purpose and techniques<br>  - Methodology for information analysis and consolidation: pre-requisites and steps<br>  - Trends in Information analysis, repackaging and consolidation including electronic content creation     **(8+4=12)** |
| UNIT- II | Content Analysis and Abstracting<br>  - Content analysis: concept, need, purpose and type – Quantitative and qualitative.<br>  - Content analysis: applications (Generation of Information Services and Products)<br>  - Abstracting: types and guidelines for preparing abstracts<br>  - Use of abstracts and abstracting in consolidation     **(8+4=12)** |
| UNIT- III | Information Products |

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| | - Information products: concept, nature, types- newsletter, house journals, trade and Product-bulletin, technical digest, review, state-of-the-art-report, trend reports, etc.<br><br> - Evaluation of Information products: Criteria and steps **(8+4=12)** |
| UNIT- IV | Information Analysis and Consolidation Centres<br><br> - IAC centre: genesis, function and activities<br><br> - Information analysis and consolidation centre: NISCAIR, TERI<br><br> - Planning and management of information<br><br>   analysis and consolidation centres **(8+4=12)** |
| UNIT- V | Role of Professionals<br><br> - Role of library and information professionals in information analysis, consolidation and repackaging process<br><br> - Marketing of information products<br><br> - Marketing of information products in digital era **(8+4=12)** |
| Text Book/Reference Book | 1. Kumar, P. S. G. (2004). Information Analysis Repackaging, Consolidation and Information Retrieval Vol. 9. B. R. Publishing Corporation.<br><br>2. Singh, Sewa (2014). Information Analysis, Consolidation and Repackaging.<br><br>3. Atherton, P. Handbook of information systems and services. Paris: UNESCO, 1977.<br><br>4. Saracevic, T and Wood JS (1981). Consolidation of information: A Handbook of evaluation, Restructuring and Repackaging of Scientific and technical Information, Paris: UNESCO,.<br><br>5. Seetharama, S. (1997). Information consolidation and Repackaging, New Delhi. ESS ESS. |
| Suggested E-resources | 1. E-pgpathshala.<br>   https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgi w==<br><br>2. https://egyankosh.ac.in/<br><br>3. https://ndl.iitkgp.ac.in/ |

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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9127T** |
| Title of the Course | **Community Information Services** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To make aware about some specific types of information services. |
| Learning outcomes | • To acquaint with various types of information services.<br>• To understand indexing and abstracting services and its types.<br>• To understand the nature and purpose of information services and introduce the concept of user education. |
| **Syllabus** | |
| UNIT- I | Community Information: Overview<br><br>- Community Information: Definition, Scope and Origin<br><br>- Need, Purpose and sources<br><br>- Community Information in Society<br><br>- Role of Libraries in Community Information<br><br>- Community Information in UK, USA and India       **(8+4=12)** |
| UNIT- II | Community Information Services<br><br>- Community Information Services : Meaning, Types and Target Users<br><br>- Community Information Centres: Planning and Role of Information Services<br><br>- Community Information Services       **(8+4=12)** |
| UNIT- III | Specific Communities<br><br>- Rural<br><br>- Urban |

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| | - Metropolitan Communities |
| | - Industrial, Business Communities                              **(8+4=12)** |
| UNIT- IV | Areas of Community Information Services |
| | - Metropolitan Academic |
| | - Research |
| | - Institutional |
| | - R & D Communities                                             **(8+4=12)** |
| UNIT- V | Expansion of Community Information Services |
| | - Physically, Mentally Disadvantaged Communities |
| | - Children, Old People and Illiterate                           **(8+4=12)** |
| Text Book/Reference Book | 1. Babu, B. Ramesh and Gopalakrishnan, S. (2004). Information, Communication, Library and Community Development/edited by Delhi, B.R. Publishing. <br> 2. Bunch, A. (1982) Community Information Services : Their Origin, Scope and Development. London, Clive Bingley. <br> 3. Chandrasekhara Rao. (1996) V. Library Services for Tribal Community. Delhi: Delta Publishing House. <br> 4. Kahn, A.J et al. (1996). Neighborhood Information Centers: A study and Some Proposals. New York : Columbia University School of Social Works. <br> 5. Sarada, K. (1986). Rural Library Services in India. New Delhi: ESS ESS Publications. <br> 6. Vashishth, C.P. (ed.) (1995). Libraries as Rural Community Resource Centers. New Delhi, B.R. Publishing Corporation. <br> 7. Vos, H. (1969). Information Needs in Urban Areas : A summary of Research in Methodology. New Bruswisck, N.J: Rutgens University Press. <br> 8. Warner, E. S., Murray, A. D. and Palmor, V. E. (1973). Information Needs of Urban Residents. Baltimore: MD, Regional Planing Council, 1973. |
| Suggested E-resources | 1. E-pgpathshala. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== <br> 2. https://egyankosh.ac.in/ <br> 3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
|---|---|
| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9128T** |
| Title of the Course | **Digital Library System** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To familiar with technologies and emerging trends for digital library and fast delivery of contents |
| Learning outcomes | Upon successful completion of the course, students will be able to: <ul><li>Develop practical skills to build digital libraries using softwares.</li><li>To gain competency to develop institutional repositories.</li><li>To know the latest emerging technologies in libraries.</li></ul> |
| **Syllabus** | |
| UNIT- I | Digital Library<br><br>- Definition, Evolution, Need, Objects and Functions<br><br>- Advantages of Digital Library<br><br>- Technologies requirement for Creating DL<br><br>- Hardware and Software for creating DL **(8+4=12)** |
| UNIT- II | Digital Library Creation<br><br>- Digitization: Process, Problems and Prospects<br><br>- Digital File Formats<br><br>- QR: Definition, Need, Application in Libraries and Information Centers<br><br>**(8+4=12)** |
| UNIT- III | Digital Repositories<br><br>- Digital/Institutional Repositories: Definition, Functions and Objectives |

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| | - IR Contents, Advantages and Problems in creation |
| | - Open Source Software: Koha and Dspace **(8+4=12)** |
| UNIT- IV | 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 **(8+4=12)** |
| UNIT- V | Emerging Technologies |
| | - Data Mining: Meaning, Importance, Steps of DM and Problems |
| | - Multimedia Technology: Definition, Need, Components and its use in library and information centres |
| | - Artificial Intelligent: Definition, Need, Application areas and Significance. **(8+4=12)** |
| Text Book/Reference Book | 1. Amjad, Ali. (2004). Reference Service and the Digital Sources of Information. New Delhi : Ess Ess. |
| | 2. Bishop, A. P. et al. (eds.). (2005). Digital Library Use: Social Practice in Design and Evaluation. Delhi : Ane Books. |
| | 3. Chowdhury, G. G. & Chowdhury, Sudatta. (2003). Introduction to Digital Libraries. London : Facet. |
| | 4. Krishan Gopal. (2005). Intellectual Freedom in Digital Libraries. Delhi : Authors Press. Lakshmi, Vijay & Jindal, S. C. (eds.). (2004). Digital Libraries. Delhi : Isha Books. |
| | 5. Pandey, V. C. (2004). Digital Technologies and Teaching Strategies. Delhi : Isha Books. |
| | 6. Rajagopalan, A. (2006). Library of the Digital Age: Issues and Challenges. Delhi : SBS Publishers. |
| Suggested E-resources | 1. E-pgpathshala. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== |
| | 2. https://egyankosh.ac.in/ |
| | 3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9129T** |
| Title of the Course | **Public Library System and Services** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | • To understand about public library systems in India and abroad as well.<br>• To learn role of public libraries in development of individual and society.<br>• To know about functions and services of public libraries |
| Learning outcomes | After completing this course students will be able to:<br>• Comprehend public library system in India and abroad.<br>• Understand role of public libraries in enhancing learning and education.<br>• Manage public library and its users. |
| **Syllabus** | |
| UNIT- I | Public Library: Basic Concepts<br><br>- Public Library: Origin and Growth<br><br>- Public Library and Society<br><br>- Agencies in the Promotion and Development of Public Library System<br><br>- National Library Policy and Library Legislation **(8+4=12)** |
| UNIT- II | Public Library System: Resource Development<br><br>- Development Plans and Resource Mobilization<br><br>- Financial Resources<br><br>- Physical and Documentary Resources<br><br>- Human Resources **(8+4=12)** |
| UNIT- III | Management of Public Library System |

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|---|---|---|
| | - Organizational Structure of Public Library System | |
| | - Planning and Administration of Public Libraries | |
| | - Public Library Norms, Standards and Guidelines | |
| | - Performance Evaluation | **(8+4=12)** |
| UNIT- IV | Public Library Services | |
| | - Types of Library Services | |
| | - Application of Information Technology in Public Library Services | |
| | - Resource Sharing Networking | |
| | - Public Library Scenario in UK, USA and Canada | **(8+4=12)** |
| UNIT- V | Public Library Activities | |
| | - RRRLF: Function and activities | |
| | - Role of RRRLF in promoting public libraries | |
| | - Current status of public libraries in India | |
| | - Governance of Public Libraries | **(8+4=12)** |
| Text Book/Reference Book | 1. A Neelameghan, ed. (1972). Public Library System. Bangalore: Sarada Ranganathan Endowment for Library Science. . . <br><br> 2. Bhattacharjee, R. (2002). Public Library Services in India: Systems, Modernizations, Networking, ' and Deficiencies. National Round Table on the Modernization and Networking of Libraries in India. New Delhi: DELNET Ekbote. <br><br> 3. Gopala Rao (1987). Public Library System. Hyderabad: Ekbote Brothers. <br><br> 4. Gardner F.M. (I971). Public Library Legislation: A Comparative Study. Paris: UNESCO. INDIA. Advisory Committee for Libraries,1958,2nd Edition. (196I). Delhi: Manager of Publications. + <br><br> 5. The Library Association (1993). A Charter for Public Libraries. London: Library Association. \ <br><br> 6. Venkatappaiah, V. (1990). Indian Library Legislation. Vol. I: Union Library Bills and Acts Vol. 11State Library Bills and Acts. Delhi: Daya Publishing House. | |
| Suggested E-resources | 1. *Epgpathshala*.https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+ Wsr8xl8vgiw== <br><br> 2. https://egyankosh.ac.in/ <br><br> 3. https://ndl.iitkgp.ac.in/ | |

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| **Master of Library and Information Science** | |
| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9130T** |
| Title of the Course | **Academic Library System** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | • To encourage life-long learning among students to make them more knowledgeable in academic library system.<br>• To understand the concept, importance, functions, services and different types of academic libraries.<br>• To know the background of development of higher education in India. |
| Learning outcomes | After studying this paper, students shall be able to:<br>• Get acquainted with detailed functioning of academic libraries.<br>• Understand the historical development of higher education in India.<br>• Define the basic objectives, functions and services offered by academic libraries. |
| **Syllabus** | |
| UNIT- I | Academic Library<br>- History and Development of Libraries with special reference to India<br>- Role of Academic Library in Education<br>- Academic Library as a support System for Education         **(8+4=12)** |
| UNIT- II | Development of Academic Library<br>- Role of UGC in Promoting Academic Libraries, University College and other Institutions<br>- Role of library authorities of the Institutions in Promoting Library Resources |

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| | - Development of Library Services | |
| | - Financial Management of Academic Libraries **(8+4=12)** | |
| UNIT- III | Collection Developments | |
| | - Collection Development Policy, Weeding policy | |
| | - Problems in Collection Organization in an Academic Library | |
| | - Collection Development Programmes, Allocation of Funds to Collection Procurement, | |
| | - Curriculum and Collection Development | |
| | - Library Committees and their Role in Collection Development **(8+4=12)** | |
| UNIT- IV | Staffing and Staff Development for Academic Library | |
| | - Norms and Patterns for Staffing in University, College and School Libraries | |
| | - Continuing Education Programmes for Academic Library Development | |
| | - Personal Management in Academic Library **(8+4=12)** | |
| UNIT- V | Resource Sharing Programmes | |
| | - Resource Sharing Services – its Objectives, Organization and Development | |
| | - INFLIBNET and its Implications to Library Resource Sharing | |
| | - Regional and City Network of Libraries and their Importance **(8+4=12)** | |
| Text Book/Reference Book | 1. Chaturvedi, D.D. (1994). Academic libraries. New Delhi. Anmol Publications. | |
| | 2. Jayswal, P.K. (1989). Indian academic libraries: inquiry in to cost management and utilization. New Delhi: Kalinga Publication. | |
| | 3. Jenkins, Clare., & Mary, Morley. (1995). Collection management in academic libraries. Mumbai: Jaico Publications House. | |
| | 4. Mccullough, Kathleen & Pickett, Doyel C. (1977). Approval plans and academic libraries. America: Oryx Press. | |
| | 5. Sahai, Shri Nath. (1990). Academic library system. New Delhi: Ess Ess Publications. | |
| | 6. Saharan Mahendra Singh. (2013). Academic library system. New Delhi: Random Publication. | |
| | 7. Singh, Sewa. (1986). Reference services in academic libraries in India. New Delhi: Ess Ess Publications. | |
| | 8. Sinha, Madan, Mohan. (2013). Encyclopedia of academic library system. New Delhi: Anmol Publications Pvt Ltd. | |
| | 9. Wilson, L. R. (1966). University library: the organization, administration, and | |

| | functions of academic libraries. New York: Columbia university press. |
|---|---|
| | 10. Menon, R (2018). Academic library system. Roshan official Delhi |
| Suggested E-resources | 1. *E-pgpathshala*. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== <br> 2. https://egyankosh.ac.in/ <br> 3. https://ndl.iitkgp.ac.in/ |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9131T** |
| Title of the Course | **Special Library and Information System** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Lecture, 40+20=60. The 40 lectures for contents and 20 hours on diagnostic assessment and subject activities. |
| Prerequisites | High level. |
| Objectives of the course | To understand about Growth, Features and Types of Special Libraries and Know about Special Library networks and systems. |
| Learning outcomes | After studying this paper, students shall be able to:<br><br>• Know history and Development of Libraries with special reference to India<br><br>• Gain knowledge about Special Library and Information systems<br><br>• Find Public Library as a support System for Education |
| **Syllabus** | |
| UNIT- I | Special Library: Overview<br><br>- Definition and Meaning<br>- History and Development of Special libraries in India<br>- Needs for Special Libraries         **(8+4=12)** |
| UNIT- II | Special Library and Information System<br><br>- Types of Special Libraries<br>- Functions of the Special Libraries<br>- Problems and Prospects of Special library networks in India   **(8+4=12)** |
| UNIT- III | Features of the Special Libraries<br><br>- Collection Development<br>- Processing and Organization |

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|---|---|---|
| | - Services | **(8+4=12)** |
| UNIT- IV | Special Library Networks and Associations | |
| | - National Networks and Associations | |
| | - International Networks and Associations | |
| | - Professional Associations | **(8+4=12)** |
| UNIT- V | Evolution of Information Centres | |
| | - Characteristics of Special Libraries and Information Centres | |
| | - Types of Information Centres | |
| | - Present Status of Special Libraries | **(8+4=12)** |
| Text Book/Reference Book | 1. Ahrenfield, J.L. [et al]. (1981). Special Libraries: A Guide for Management. New York: Special Library Association.<br><br>2. Gates J.K. (1968). Introduction to Librarianship. New York: Mc-Graw-Hill.<br><br>3. Harvey, Joan M. (1976). Specialist Information Centres. London: Clive Bingley:<br><br>4. Kent, Allen (et.al) (ed.) (1980). Encyclopaedia ofLibrary and Information Science, Vo1.28. pp.386-97: New York:<br><br>5. Marcel Dekkar. Silve, Manil (1970). Special Libraries : Andre Deutsch (Grfton Basic Texts): London.<br><br>6. Strauss, L.J. (et.al) (1964). Scientific and Technical Libraries: Their Organisation and Administration. New York: Inter Science Publication.<br><br>7. Weisman, Herman M. (1972). Information Systems, Services and Centres. New York: BeckBr and Hayes. | |
| Suggested E-resources | 1. E-pgpathshala.<br> https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw==<br>2. https://egyankosh.ac.in/<br>3. https://ndl.iitkgp.ac.in/ | |

| Master of Library and Information Science | |
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| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9132P** |
| Title of the Course | **Library Automation Software** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Library Automation Software Practice = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | To build up students to work with library automation software for automated functioning of library services. |
| Learning outcomes | <ul><li>To gain understanding about various modules of library automation software.</li><li>To understand functions and services in particular library automation software.</li><li>To generates barcode and various reports.</li></ul> |

| Syllabus | | |
|---|---|---|
| UNIT- I | Hands on practice of KOHA/LMS<br><br>- Acquisition Module | **(24)** |
| UNIT- II | Hands on practice of Cataloguing Module<br><br>- Entry of books and other reading materials | **(24)** |
| UNIT- III | Hands on practice of Circulation module<br><br>- Books-check-In, Check-out, Reservation, Overdue etc. | **(24)** |
| UNIT- IV | Hands-on practice of online Catalogue<br><br>- OPAC and Web OPAC<br><br>- Federated Search | **(24)** |
| UNIT- V | Hands on practice of Book Bank and other services<br><br>- All modules of Book bank facilities/Report generation | **(24)** |

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| **Examination Scheme for this Paper** | The examination (Internal and end semester) of this paper will be conducted by concern Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below: |

| Scheme | Marks Distribution |
|---|---|
| Internal examination | 20 |
| Practical File work | 20 |
| Practical | 40 |
| Viva voce | 20 |
| **Total** | **100** |

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|---|---|---|
| **Master of Library and Information Science** | | |
| **Fourth Semester** | | |
| **Subject – Library & Information Science** | | |
| Code of the Course | **LIS9133P** | |
| Title of the Course | **Library Management Software** | |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** | |
| Credit of the course | 4 | |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science | |
| Delivery type of the course | Library Management Software Practice = 120 hours. | |
| Prerequisites | High level. | |
| Objectives of the course | The major aim of this course to provide hand-on-practice on library management software. | |
| Learning outcomes | After completion of the course, learners will be able to:<br>• Operate library software.<br>• Work on various modules of library management software. | |
| **Syllabus** | | |
| UNIT- I | Hands on practice of Acquisition Module | **(24)** |
| UNIT- II | Hands on practice of Book Bank/Cataloguing Module | **(24)** |
| UNIT- III | Hands on practice of Circulation module | **(24)** |
| UNIT- IV | Hands on practice of Administration | **(24)** |
| UNIT- V | Report Generation and Online Public Catalogue | **(24)** |

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| **Examination Scheme for this Paper** | The examination (Internal and end semester) of this paper will be conducted by concern Department. The concern faculty will act as internal examiner and one external examiner will be appoint/select by university or its panel of experts. The marks distribution will as below: |

| Scheme | Marks Distribution |
|---|---|
| Internal examination | 20 |
| Practical File work | 20 |
| Practical | 40 |
| Viva voce | 20 |
| **Total** | **100** |

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|---|---|
| **Master of Library and Information Science** | |
| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9136S** |
| Title of the Course | **Library Internship and Educational Tour** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Library Internship and Educational Tour = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | To enhance the professional skills and working ethics in digital environment. |
| Learning outcomes | After this course, students shall be able to:<br><br>• Develop practical skills in computerized system in libraries.<br>• Learn actual functioning of libraries and information centres.<br>• Acquaint with various types of information sources and services.<br>• Familiarize with various ICT enabled services. |
| **Syllabus** | |

- All students are required to join one month training and visit the selected libraries/information centers of any place/outside the city/state etc. as specified by the Department.
- Each student has hands on experiences in every possible unit/section of a library at a regular basis.
- All students are required to prepare a detail report of internship and visited libraries as specified by the Department to have hands on experiences in every section of a library.
- The hard copy of report is to be submitted by each student 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.

| Scheme of Examination | The report is to be submitted by each candidate at the end of the semester. The report is to be evaluated by the concern faculty and Head. Marks distribution will be as below. |
|---|---|

| Components | Marks |
|---|---|
| Internal Examination | 20 |
| Field visit Report | 50 |
| Viva Voce | 30 |
| **Total** | **100** |

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|---|---|
| **Master of Library and Information Science** | |
| **Fourth Semester** | |
| **Subject – Library & Information Science** | |
| Code of the Course | **LIS9137S** |
| Title of the Course | **Industrial Internship and Academic Visit** |
| Qualification Level of the Course | **Level-9 & NHEQF Level 6.5** |
| Credit of the course | 4 |
| Types of the course | Discipline Specific Elective Course (DSE) in Library & Information Science |
| Delivery type of the course | Industrial Internship and Academic Visit = 120 hours. |
| Prerequisites | High level. |
| Objectives of the course | To develop and promote to work as team in industrial world. |
| Learning outcomes | After this course, students shall be able to: <br> • Know the working areas of industries. <br> • Evaluate the resources and services available in corporate libraries. |
| **Syllabus** | |

- The candidates are required to join any industrial library and visit the selected libraries/information centers of any place/outside the city/state etc. as specified by the Department.
- Each student has hands on experiences in every possible unit/section of a library at a regular basis.
- All students are required to prepare a detail report of internship and visited libraries as specified by the Department to have hands on experiences in every section of a library.
- The hard copy of report is to be submitted by each student 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.

| Scheme of Examination | The report is to be submitted by each candidate at the end of the semester. The report is to be evaluated by the concern faculty and Head. Marks distribution will be as below. |
|---|---|

| Components | Marks |
|---|---|
| Internal Examination | 20 |
| Field visit Report | 50 |
| Viva Voce | 30 |
| **Total** | **100** |

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