



MOHANLAL SUKHADIA UNIVERSITY

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

Faculty of Social Sciences

SYLLABUS

M.Lib.I.Sc

(Two year Integrated)

(B.Lib.I.Sc+M.Lib.I.Sc)

(Under NEP)

Academic Session 2023-24 onwards

Title of the Course Name: Master of Library and Information Science (**M.Lib.I.Sc**)

Prerequisites: Graduation or Post Graduation in any discipline with minimum of 45% Marks or equivalent grade.

Duration: Two Year (Four Semesters)

No. of Seats: 40 (Regular seats) + 20 (Payment seats). Reservation as per university norms.

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

Nature: Professional Course

Multiple Exit and Entry: As per NEP (B.Lib.I.Sc. after completion of two semesters). Any student who has completed one year B.Lib.I.Sc. from any institution can take directly admission in M.Lib.I.Sc. vacant seats.

Note:

- He/She must fulfill other conditions as may be laid down by the University/Admission Committee from time to time.
- Reservation of seats belonging to Scheduled Castes and Scheduled Tribes shall be as per policy laid down by the University.
- Result will be prepared as per the rules of the university.
- Grade system will be applicable as per the rules for other subjects in faculty of Social Sciences.
- Failed/supplementary candidates will be governed by the Ordinances as applicable to other Post Graduate students of the University.

Fees Structure:

M.Lib.&Inf. Sc (Regular Seats)		Payment Seats
I st and II nd Semester	Rs. 9000/- and Local Fund	Rs. 11000/- and Local Fund
III rd and IV th Semester	Rs. 9000/- and Local Fund	Rs. 11000/- and Local Fund

M.Lib.I.Sc

Semester/ Level	Course Type	Course Code	Course Title	Delivery Type			Total Hours	Credit	Internal Assesse ment	EoS	M.M.
				L	T	P					
I Level-8 & NHEQF Level 6.00	DCC	LIS8000T	Foundation of Library and Information Science	L	T	-	60	4	20	80	100
		LIS8001T	Basics of Information and Communication Technology	L	T	-	60	4	20	80	100
		LIS8002T	Knowledge Organization: Classification Theory	L	T	-	60	4	20	80	100
		LIS8003T	Management of Library and Information Centres	L	T	-	60	4	20	80	100
		LIS8004P	Knowledge Organization: Colon Classification Practice	-	-	P	120	4	20	80	100
		LIS8005P	Basics of Computer Practice	-	-	P	120	4	20	80	100
Total Credits								24			
II Level-8 & NHEQF Level 6.0	DCC	LIS8006T	Information Communication & Society	L	T	-	60	4	20	80	100
		LIS8007T	Knowledge Organization: Cataloguing Theory	L	T	-	60	4	20	80	100
		LIS8008T	Documentation and Information Services	L	T	-	60	4	20	80	100
		LIS8009P	Knowledge Organization: Dewey Decimal Classification Practice	-	-	P	120	4	20	80	100
		LIS8010P	Software for University Libraries	-	-	P	120	4	20	80	100
	GEC	GEC									
		LIS8100S	Academic Training and Report Writing	-	-	P	120	4	20	80	100
		LIS8101S	Field study of Digitization Centres								
		LIS8102S	Academic Evaluation of Manuscripts Centres								
		LIS8103S	Field study of Industrial Libraries								
Total Credits								24			

IV Level-9 & NHEQF Level 6.5	LIS9120T	Research Methodology	L	T	-	60	4	20	80	100
	LIS9121T	Informetrics and Scientometrics								
	LIS9122T	Print and E-Resources in Social Sciences								
	LIS9123T	Print and E-Resources in Humanities								
	DSE	DSE								
	LIS9124T	ICT Application in Library Services	L	T	-	60	4	20	80	100
	LIS9125T	Information System and Networks								
	LIS9126T	Information Analysis, Consolidation and Repackaging								
	LIS9127T	Community Information Service								
	DSE	DSE								
	LIS9128T	Digital Library System	L	T	-	60	4	20	80	100
	LIS9129T	Public Library System and Services								
	LIS9130T	Academic Library System								
	LIS9131T	Special Library and Information System								
	DSE	DSE								
	LIS9132P	Library Automation Software	-	-	P	120	4	20	80	100
	LIS9133P	Library Management Software								
	DSE	DSE								
	LIS9136S	Library Internship and Educational Tour	-	-	P	120	4	20	80	100
	LIS9137S	Industrial Internship and Academic Visit								
						24				

MLISc First Semester

Master of Library and Information Science	
First Semester	
Subject – Library & Information Science	
Code of the Course	LIS8000T
Title of the Course	Foundation of Library and Information Science
Qualification Level of the Course	Level-8 & NHEQF Level 6.00
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	To provide students with learning experiences that help to instill deep interests in learning Library and Information Science; develop broad and balanced knowledge and understanding of fundamental concepts, principles, and theories related to Library and Information Science.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Comprehend the concept of information and the discipline of Library and Information Science. • Understand the development of libraries. • Classify libraries based on their purpose and functions. • Know the role of libraries in the development of various aspects of society. • Comprehend the basic philosophy of Library and Information Science.

	<ul style="list-style-type: none"> • Understand laws related to libraries and information. • Understand librarianship as a profession. • Assess the role of national and international library associations and organizations. • Highlight role of various library promoters at the national and international level.
Syllabus	
UNIT- I	<p>Libraries, Concepts, Role and Types</p> <ul style="list-style-type: none"> - Definition, Types of Libraries: Public, Academic (School, College and University Libraries) Special, their Functions and Services. - National Library of India - Five Laws of Library Science and their Implications (8+4=12)
UNIT- II	<p>Modern Libraries</p> <ul style="list-style-type: none"> - Library Extension Services: Need, Objectives, Function and Methods. - Library Public Relation: Purpose, Need and Types - Information Society: Definition, Evolution and Impact - Knowledge Society: Concept, Definition and Characteristics (8+4=12)
UNIT- III	<p>Library Development</p> <ul style="list-style-type: none"> - Growth and Development of Libraries in India - Library Education in India - Library Legislation: Need, Purpose and Objectives - Press and Registration of Book Act, Delivery of Books and Newspapers Act (8+4=12)
UNIT- IV	<p>Library Profession and Associations</p> <ul style="list-style-type: none"> - Library Profession: Characteristics and Functions - Transformation of LIS Profession: Stages and Categories - Library Associations: Qualities, Objectives and Activities National Associations: ILA and IASLIC (8+4=12)
UNIT- V	<p>Library and Information Organizations</p> <ul style="list-style-type: none"> - International Associations: ALA and CILIP - Information Organizations: UNESCO, IFLA, ASLIB, - Professional Ethics: Definition, Objectives and Importance. (8+4=12)

<p style="text-align: center;">Text Book/Reference Book</p>	<ol style="list-style-type: none"> 1. Khanna, J. K. (2003). Library and Society. New Delhi: Ess Ess Publications. 2. Krishna Kumar (1987). Library Administration and Management. Delhi, Vikas. 3. Kumar, P.S.G. (2003). Foundations of Library and Information Science. New Delhi: B. R. Publishing. 4. Kumar, S. & Sah, Leena. (2000). Public Library Act in India, New Delhi: Ess Ess Publications. 5. Paliwal, P.K. (2000). Compendium of Library Administration. New Delhi, ESS ESS. 6. Prasher, R.G. (1993). Developing Library Collection. New Delhi, Tata McGraw-Hill. 7. Ranganathan, S. R. (1988). The Five Laws of Library Science. New Delhi: Sarada Ranganathan Endowment for Library Science. 8. Ranganathan, S.R. (1954). Library Administration. Bangalore: Sharada Ranganathan Endowment for Library Science. 9. Sharma, B.K. and Thakur (2018). Library and Information Science (Hindi). Y. K. Publication Agra. 10. Chaudhary, K.K. (2018). Fundamentals of Library and Information Science (Hindi). Y. K. Publication Agra
<p style="text-align: center;">Suggested E- resources</p>	<ol style="list-style-type: none"> 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/ 3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science

Master of Library and Information Science	
First Semester	
Subject – Library & Information Science	
Code of the Course	LIS8001T
Title of the Course	Basics of Information and Communication Technology
Qualification Level of the Course	Level-8 & NHEQF Level 6.00
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	To equip students with skills essential to carry out library housekeeping activities and to provide various library and information services using Information and Communication Technologies.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Create, edit and manage files using Word Processing, Spread Sheet and Power Point Presentation software. • Carry out library housekeeping operations using library management software. • Generate different types of report using library management software. • Search information from internet and databases adopting suitable search strategies • Word Processing, Spread Sheet and Power Point Presentation software

Syllabus

UNIT- I	<p>Introduction of Computers</p> <ul style="list-style-type: none">- Computer: Definition, Historical development, Characteristics, Limitations and Applications of computers- Computer system: Component/Block diagram of computer and Generations of computer. <p style="text-align: right;">(8+4=12)</p>
UNIT- II	<p>Basics of Computer</p> <ul style="list-style-type: none">- Types of Computers: Analog, Digital and Hybrid computers- Input and Output devices- Computer Memory: Characteristics, Primary and Secondary. <p style="text-align: right;">(8+4=12)</p>
UNIT- III	<p>Operating Systems</p> <ul style="list-style-type: none">- Operating Systems: Definition, Classification, Function and Types.- MS-DOS: Types and Functions- Features of UNIX, LINUX and Ubuntu- Windows Operating Systems: Features, Desktop components and Basic terms in Windows. <p style="text-align: right;">(8+4=12)</p>
UNIT- IV	<p>Programming Languages</p> <ul style="list-style-type: none">- Programming Languages: Meaning and Types- Language Processor: Translator, Assembler, Compiler and Interpreter- Computerware: Software, Hardware and Firmware- Types of software: System software and Application software. <p style="text-align: right;">(8+4=12)</p>
UNIT- V	<p>Introduction of IT</p> <ul style="list-style-type: none">- Information Technology: Definition, Need, Objectives and Scope- Network: Network Topologies and their features- Types of Network: LAN, MAN and WAN- Virus: Concept, Types and Preventing Techniques. <p style="text-align: right;">(8+4=12)</p>

<p style="text-align: center;">Text Book/Reference Book</p>	<ol style="list-style-type: none"> 1. Arora, Ashok & Bansal, Shefali. (2000). Computer Fundamentals. New Delhi: Excel Books. 2. Basandra, Suresh K. (1999). Computer Today. New Delhi : Galgotia Publications. 3. Matthew, Neil & Stones, Richard. (2008). Beginning Linux Programming. New Delhi : Wiley, India. 4. Sinha, Pradeep Kumar & Sinha, Priti. (2007). Computer Fundamentals. New Delhi : BPB Publication. 5. Stallings, William. (2007). Computer Networking with Internet Protocols and Technology. Delhi: Pearson Education. 6. Sharma, Hemant (2019). Computer fundamental & library automation. Y. K. Publication Agra
<p style="text-align: center;">Suggested E- resources</p>	<ol style="list-style-type: none"> 1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xI8vgiw== 2. https://egyankosh.ac.in/ 3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science

Master of Library and Information Science	
First Semester	
Subject – Library & Information Science	
Code of the Course	LIS8002T
Title of the Course	Knowledge Organization: Classification Theory
Qualification Level of the Course	Level-8 & NHEQF Level 6.00
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	The course aims to provide knowledge of Library Classification and universe of knowledge to students and to enhance the usefulness of Library Classification Schemes.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Explain the nature and attributes of universe of knowledge. • Elaborate meaning and types of subjects and modes of subject formation. • Illustrate knowledge as mapped in different classification schemes. • Express the meaning, purpose, functions, theories, and canons of library classification. • Elucidate various facets of notation and call number. • Discuss the characteristics, merits, and demerits of different species of library classification schemes. • Highlight salient features of major classification schemes.
Syllabus	
UNIT- I	Knowledge Organization <ul style="list-style-type: none"> - Knowledge: Definition and Types - Universe of Subject: Nature and Attributes

	<ul style="list-style-type: none"> - Modes of Formation of Subjects - Simple, Compound and Complex Subjects. <p style="text-align: right;">(8+4=12)</p>
UNIT- II	<p>Library Classification Theory</p> <ul style="list-style-type: none"> - Library Classification: Definition, Need, Purpose and Functions - Canons: Idea Plane, Verbal Plane and Notational Plane - Fundamental Categories. <p style="text-align: right;">(8+4=12)</p>
UNIT- III	<p>Notational Techniques and Facet Sequence</p> <ul style="list-style-type: none"> - Notation: Definition, Types, Functions, Qualities and Techniques - Facet and Facet Analysis: Meaning and Definition, Principles of facet sequence - Round and Levels. <p style="text-align: right;">(8+4=12)</p>
UNIT- IV	<p>Classification Schemes</p> <ul style="list-style-type: none"> - Mapping and Structure of Subjects in DDC and CC - Species of Library Classification Schemes - Salient Features of DDC and CC. <p style="text-align: right;">(8+4=12)</p>
UNIT- V	<p>General Features of Classification Schemes</p> <ul style="list-style-type: none"> - Phase Relation in CC - Mnemonics: Meaning and Types - Isolate: Definition, Common and Special isolate in CC and DDC - Devices in CC and DDC. <p style="text-align: right;">(8+4=12)</p>

<p style="text-align: center;">Text Book/Reference Book</p>	<ol style="list-style-type: none"> 1. Dhiman, A. K. & Yashoda Rani. (2005). Learn Library Classification. New Delhi: Ess Ess. 2. Husain, Sabahat. (2004). Library Classification: Facets and Analysis. Delhi: B. R. Publishing. 3. Kumar, P. S. G. (2003). Knowledge Organization, Information Processing and Retrieval Theory. Delhi: B. R. Publishing. 4. Ranganathan, S. R. (2006). Philosophy of Library Classification. Bangalore: Ess Ess. 5. Singh, Singh, Sonal. (1998). Universe of Knowledge: Structure & Development. Jaipur: Raj Publishing. 6. Sood, S. P. (1998). Universe of Knowledge and Universe of Subjects. Jaipur: G. Star Printers. 7. Satija, MP (2022). Manuals of Practical Colon Classification. Concept Publication. 8. Ranganathan, SR (1951). classification and communication. Ess. Ess. Publication 9. Sehgal, RL (1993). Handbook of colon classification. Ess. Ess. Publication 10. Satija MP (2012). Dewey decimal classification 23rd ed. Ess. Ess. Publication 11. Sharma (2018). Library Classification (Hindi).Y. K. Publication Agra
<p style="text-align: center;">Suggested E- resources</p>	<ol style="list-style-type: none"> 1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw== 2. https://egyankosh.ac.in/ 3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science

Master of Library and Information Science	
First Semester	
Subject – Library & Information Science	
Code of the Course	LIS8003T
Title of the Course	Management of Library & Information Centres
Qualification Level of the Course	Level-8 & NHEQF Level 6.00
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	To instill in students, professional attitude and ethical values for providing library and information services.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Understand the concept, principles and functions of management. • Carry out various operations of Library and Information Centres. • Comprehend the perception of financial management and human resources. • Maintain the library statistics and prepare annual report.
Syllabus	
UNIT- I	<p>Management: Concept and Principles</p> <ul style="list-style-type: none"> - Definition, Need and Scope of Management - Scientific Principles of Management and their Applications to Libraries and Information Centers - Functions/Elements of Management (POSDCORB) - Change Management: Concept, Types, Major factors and Steps for change management in libraries and information centres. (8+4=12)
UNIT- II	<p>Human Resource Development</p> <ul style="list-style-type: none"> - Job Description - Job Analysis - Job Evaluation

	<ul style="list-style-type: none"> - Human Resource Planning. (8+4=12)
UNIT- III	<p>Financial Management</p> <ul style="list-style-type: none"> - Budgeting: Definition, Purpose, Functions and Techniques - Methods of Financial estimation - Annual Report: Objectives and Contents - TQM: Meaning, Methods of measuring the quality, Requirements for implementation of TQM in libraries and information centres. (8+4=12)
UNIT- IV	<p>Library Sections and their work</p> <ul style="list-style-type: none"> - Routines and Work Flow of Different Sections: Acquisition, Serial Control (Periodical Section), Circulation (Register system, One card, Newark and Brown system), Maintenance Section, and Technical Section. (8+4=12)
UNIT- V	<p>Physical Management and Library Operations</p> <ul style="list-style-type: none"> - Stock Verification: Methods and Withdrawal process - Weeding Out: Definition, Aims, Criteria and Weeding process - Library Building: Steps in Planning and Planning principles. (8+4=12)
Text Book/Reference Book	<ol style="list-style-type: none"> 1. Bryson Jo. (1996). Effective Library and Information Management. Bombay: Jaico Pub. House 2. Beardwell, Ian and Holden, Len (1996). Human Resource Management: A contemporary perspectives. London: Longman. 3. Chabhra, T N et. al. (2000). Management and Organisation. New Delhi: Vikas. 4. Drucker Peter F. (2002). Management Challenges for the 21st century. Oxford; Butterworth Heineman. 5. Garg, R.G. and Tamrakar, Amit (2011). Modern Library Management. Medallion Press, Ludhiana. 6. Kotler, Philip (2003). Marketing Management. 11th ed. New Delhi: Pearson. 7. Paton, Robert A. (2000). Change Management. New York: Response Books. 8. Mahapatra, P. (1997). Library Management. Calcutta, World Press. 9. Sharma, BK (2016). Foundation of information Science and information Management (Hindi). Y. K. Publication Agra 10. Garg, Ramgopal (2011). Modern Library Management (Hindi). Ludhiana Medallion Press.

Suggested E-resources	<ol style="list-style-type: none"><li data-bbox="396 86 1516 226">1. E-pgpathshala. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw ==<li data-bbox="396 247 756 281">2. https://egyankosh.ac.in/<li data-bbox="396 302 1446 386">3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science
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Master of Library and Information Science	
First Semester	
Subject – Library & Information Science	
Code of the Course	LIS8004P
Title of the Course	Knowledge Organization: Colon Classification Practice
Qualification Level of the Course	Level-8 & NHEQF Level 6.00
Credit of the course	4
Types of the course	Discipline Centric Compulsory Course (DCC) in Library & Information Science
Delivery type of the course	Practice of CC=120 hours
Prerequisites	High level.
Objectives of the course	The course aims to provide practical knowledge of Colon Classification and hand-on-practice on Classification of books.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Construct class numbers for documents with simple, compound, and complex subjects. • Synthesize class numbers by using the common isolates and other devices. • Prepare the call numbers and use the index of colon classification scheme.
Syllabus	
Assigning Class Numbers representing Simple, Compound and Complex Subjects according to Colon Classification Rev 6 th Ed.	
Scheme of Examination	Paper will be divided into three Parts. Part-A consists 10 Compulsory Simple titles of 20 Marks. In Part–B, Ten titles of 40 Marks are to be classified (out of twelve). Part–C consists Four Complex subject titles (out of five) of 20 Marks
Text Book/Reference Book	<ol style="list-style-type: none"> 1. Ranganathan, S.R. (1963). Colon Classification. Sarada Ranganathan Endowment, Bangalore. 2. Sehgal, RL (1993). Handbook of colon classification. Ess. Ess. Publication 3. Satija, MP (2022). Manuals of practical colon classification. Concept Publication.

Suggested E-resources	<ol style="list-style-type: none">1. E-pgpathshala. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8x18vgiw==2. https://egyankosh.ac.in/3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science
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Master of Library and Information Science	
First Semester	
Subject – Library & Information Science	
Code of the Course	LIS8005P
Title of the Course	Basics of Computer Practice
Qualification Level of the Course	Level-8 & NHEQF Level 6.00
Credit of the course	4
Types of the course	Discipline Centric Compulsory Course (DCC) in Library & Information Science
Delivery type of the course	Practical = 120 hours
Prerequisites	High level.
Objectives of the course	The course aims to provide practical computer knowledge and skills to students and to enhance the usefulness of information technology tools in various activities.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Know about Operating System, Overview of various Computer systems and its applications. • Perform various features of Word processing such that Table, Mail merge, Hyperlink, etc. • Prepare the presentation on MS PowerPoint. • Perform various mathematical, logical, and other functions on a large set of data using MS Excel.
Syllabus	
UNIT- I	<p>Hands on experience of Windows Operating System</p> <p>- Windows Desktop: Taskbar, Start menu, Files, Folder, Drives, My Computer (24)</p>
UNIT- II	<p>Hands on experience of MS-Word with following menu</p> <p>- Home, Insert, Page Layout, Mailings, Review and View (24)</p>
UNIT- III	<p>Hands on experience of MS-Excel</p> <p>- Preparation of Accession Register (with MS-Excel)</p> <p>- Create graphs (24)</p>

UNIT- IV	Hands on experience of MS-PowerPoint - Preparation of Power Pont Presentation (24)
UNIT- V	Hands-on experience of Internet - E-Mail creation, Sending and attachment - Searching of information on Internet. (24)
Text Book/Reference Book	<ol style="list-style-type: none"> 1. Courter, G. and Marquis, A. (2005). Mastering Microsoft Excel 2002. New Delhi: BPB Publishers. 2. Cusumano, M. A. and Selby, R. W. (2003). Microsoft Secrets. London: Profile. Haag, Stephen. (2002). Microsoft Office XP. Boston: McGraw-Hill. 3. Johnson, O. and Hanson, R. (2003). Microsoft Word 2002 manual for Gregg College keyboard & document processing. New York: McGraw-Hill. 4. Levine, John R. and Young, Margaret Levine. (2007). Windows Vista: the complete reference. New Delhi: Tata McGraw-Hill.
Suggested E-resources	<ol style="list-style-type: none"> 1. E-pgpathshala. https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw == 2. https://egyankosh.ac.in/

Examination Scheme for this Paper	<p>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:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Scheme</th> <th>Marks Distribution</th> </tr> </thead> <tbody> <tr> <td>Internal examination</td> <td>20</td> </tr> <tr> <td>Practical File work</td> <td>20</td> </tr> <tr> <td>Practical</td> <td>40</td> </tr> <tr> <td>Viva voce</td> <td>20</td> </tr> <tr> <td>Total</td> <td>100</td> </tr> </tbody> </table>	Scheme	Marks Distribution	Internal examination	20	Practical File work	20	Practical	40	Viva voce	20	Total	100
Scheme	Marks Distribution												
Internal examination	20												
Practical File work	20												
Practical	40												
Viva voce	20												
Total	100												

MLISc Second Semester

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8006T
Title of the Course	Information Communication Society
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	The course will provide theoretical knowledge of information pattern among the society.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • To acquaint students with the basic concepts of data, information and knowledge. • To understand the concept of communication of information, its models and role of libraries in information communication. • To make students understand about the information society and information policies formulated for societal development
Syllabus	
UNIT- I	<p>Data and Information</p> <ul style="list-style-type: none"> - Data: Meaning, Types and Properties - Information: Definition, Types and Parameters - Forms of Information <p style="text-align: right;">(8+4=12)</p>

UNIT- II	<p>Information and Knowledge</p> <ul style="list-style-type: none"> - Modes of Information Generation - Knowledge: Definition, Nature and Types - Data, Information and Knowledge conceptual difference. (8+4=12)
UNIT- III	<p>Information Society</p> <ul style="list-style-type: none"> - Information Society: Definition, Historical development and Social implication of information - Impact of Information on Society - Knowledge and Societal Survival - Impact of Information-on-Information System and Services. (8+4=12)
UNIT- IV	<p>Communication Process</p> <ul style="list-style-type: none"> - Communication: Meaning, Definition, Types and Channels - Elements of Communication Process - Promoting agencies of Information Communication - Barriers in Communication Process. (8+4=12)
UNIT- V	<p>Communication and Information Technology</p> <ul style="list-style-type: none"> - Model's of Communication: Shannon & Weavers' and Lasswell's model - IT: Need, Components, Characteristics - Application of IT in Library and Information Centres - Impact of Internet on Libraries. (8+4=12)
Text Book/Reference Book	<ol style="list-style-type: none"> 1. Chidrupananda, Swami. (2006). Making Sense of Library Automation: A Hands on Guide. Kolkata : Meteor. 2. Grewal, Gagandeep. (2004). Handbook of Library Security. New Delhi : Dominant. 3. Laxman Rao, N.; Vishwa Mohan, V.; Sudarshan Rao, S. & Yadagiri Reddy, J. (2004). Library Consortia: Papers - National Seminar on Library Consortia, 22-23 March, 2004, Hyderabad. Indian Association of Teachers of Library & Information Science. 4. Pandey, S. K. (2000). Organisation of Library Automation. New Delhi : Anmol Publications. 5. Reddy, Satyanarayana. (2001). Automated Management of Library Collections. New Delhi: Ess Ess. 6. Siwatch, Ajit S. et al. (2006). Approaches to Modern Librarianship.

	<p>Delhi : Sanjay.</p> <p>7. Sujatha, G. (1999). Resource Sharing and Networking of University Libraries. New Delhi : Ess Ess.</p> <p>8. Tripathi, Aditya et al. (eds.). (2010). Open Source Library Solutions. New Delhi : Ess Ess.</p> <p>9. Tripathi, S.M. (1997). Library Society and Library Science (Hindi) Y. K. Publication Agra</p> <p>10. Paliwal, Sangeeta (2018). Library Information Science and Information Society. Y. K. Publication Agra</p>
Suggested E-resources	<ol style="list-style-type: none"> 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/ 3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8007T
Title of the Course	Knowledge Organization: Cataloguing Theory
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	To impart students the basic knowledge of cataloguing and latest emerging trends in cataloguing of library resources.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Understand the concept of library catalogue and its forms. • Understand the main, added entries and approaches of deriving subject headings. • Know about the normative principles of cataloguing. • Understand the concept of co-operative and centralized cataloguing. • Explain the current trends in library cataloguing. • Know the standards for bibliographic interchange and communication.
Syllabus	
UNIT- I	<p>Cataloguing Principles</p> <ul style="list-style-type: none"> - Catalogue: Origin, Definition, Need and Purpose - Types of Catalogue and Physical Forms - Laws and Canons of cataloguing - Origin and Features of CCC and AACR-IIR catalogue code. (8+4=12)

UNIT- II	<p>Entry Elements, Filing Rules & Subject Headings</p> <ul style="list-style-type: none"> - Structure of Main entry in CCC and AARC-II - Kinds of Entries in CCC and AACR-II - Lists of Subject Heading: Types, Uses and Limitations - Sear's List & LCSH: Objectives, Structure and Format. (8+4=12)
UNIT- III	<p>Subject Cataloguing, Union Catalogue & NBM</p> <ul style="list-style-type: none"> - Subject Cataloguing: Definition, Aims and Types - Various Sources of Information for Cataloguing - Forms of Centralized and Cooperative Cataloguing - Union Catalogue: Definition, Need, Functions and Compilation - Non-Book Materials: Nature, Characteristics and problems in cataloguing. (8+4=12)
UNIT- IV	<p>Standards of Bibliographic Description</p> <ul style="list-style-type: none"> - FRAD: Objectives and Scope and Model - GARR: Purpose and Structure - RDA (Resource Description and Access): Features and Sections - ISO 2709: Structure, Z39.50: Data areas, Z39.71: Principles - ISBD: Objectives and Types. (8+4=12)
UNIT- V	<p>Bibliographic Record Formats & Other Aspects</p> <ul style="list-style-type: none"> - Bibliographic Records Format – MARC and MARC-21 - CCF: Purpose, Uses and Structure - Metadata Standards (Dublin Core): Elements and Types - Chain Procedure. (8+4=12)
Text Book/Reference Book	<ol style="list-style-type: none"> 1. Girija Kumar & Krishan Kumar. (2004). Theory of Cataloguing. New Delhi: Vikas 2. Gredley, Ellen & Hopkinson, Alan (1990). Exchanging Bibliographic Data: MARC and other International Formats. Ottawa: ALA. 3. Hagler, Ronald & Simmons, Peter. (1991). The Bibliographic Record and Information. 4. Pandey S. K. (2001). Library Cataloguing Theory. New Delhi: Sahitya Prakashan

	<p>5. Singh, S. N. & Prasad, H. N. (1985). Cataloguing Manual AACR-II. New Delhi: B. R. Publishers.</p> <p>6. Sood, S. P. (1999). Theory of Library Cataloguing. Jaipur: Raj Publishing House.</p> <p>7. Taylor, A. G. (2007). Introduction to Cataloguing and Classification (10th ed.). New Delhi: Atlantic.</p> <p>8. Viswanathan, C. G. (2008). Cataloguing Theory and Practice. New Delhi: Ess Ess.</p> <p>9. Gautam, J.N. (2017). Advance Cataloguing Practice AACR/CCC. Y. K. Publication Agra</p> <p>10. Shoukeen, S.N. (2012).Manuals of Cataloguing Practice. Y. K. Publication Agra</p>
Suggested E-resources	<p>1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8xl8vgiw==</p> <p>2. https://egyankosh.ac.in/</p> <p>3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science</p>

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8008T
Title of the Course	Documentation and Information Services
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
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 content delivery, 20 hours on diagnostic assessment, formative assessment, subject/class activity, problem solving and on tutorial.
Prerequisites	High level.
Objectives of the course	The main objectives of the course to provide the process of documentation and indexing system.
Learning outcomes	<p>After completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> • Understand, identify and explore the documentation work and services. • Evaluate various types of Indexing systems. • Provide Knowledge of Indexing and abstracting services using various sources. • Comprehend the nature and functions of various information systems and centres.
Syllabus	
UNIT- I	<p>Documentation Process and Facets</p> <ul style="list-style-type: none"> - Documentation: Meaning, Definition, Need, Documentation Works and Services - Data: Definition, Nature and Scope - Information: Origin, meaning, and Need. <p style="text-align: right;">(8+4=12)</p>

UNIT- II	<p>Indexing Systems</p> <ul style="list-style-type: none"> - POPSI - PRECIS - Uniterm Indexing System - KWIC and KWOC. <p style="text-align: right;">(8+4=12)</p>
UNIT- III	<p>Abstracting and Indexing Services</p> <ul style="list-style-type: none"> - Abstracting Services: Abstract: Definition, Need and Types - Abstracting Services and Process - Indexing: Purpose, Process and Indexing Languages - Indexing Services: ICI and Web of Science - Reprography Services: Definition, Importance and Micro Reproduction. <p style="text-align: right;">(8+4=12)</p>
UNIT- IV	<p>Information System</p> <ul style="list-style-type: none"> - International Information System: UNISIST and INIS - National Information System: NIScPR, DESIDOC and NASSDOC. <p style="text-align: right;">(8+4=12)</p>
UNIT- V	<p>Information Activities and Services</p> <ul style="list-style-type: none"> - National Knowledge Commission (NKC) - RRRLF: Objectives, Functions and Programs - Thesaurus: Definition, Step to Construction of Thesaurus. <p style="text-align: right;">(8+4=12)</p>
Text Book/Referen ce Book	<ol style="list-style-type: none"> 1. Guha, B. (1999). Documentation and Information Services (2nd ed.). Calcutta: World Press. 2. Keith R. McCloy. (1995). Resource management information systems: process and practice. Bristol, PA : Taylor & Francis. London. 3. Margaret C. Harrell [et al.]. (2011). Information systems technician rating stakeholders: implications for effective performance. Santa Monica, CA : RAND National Defence Research Institute 4. McNurlin. (2003). Information Systems Management in Practice. Pearson Education India. Delhi. 5. Prasher, R. G. (2003). Information and its Communication. Ludhiana : Medallion Press. 6. Ramesh Babu, B. & Gopalakrishnan, S. (2004). Information, Communication, Library and Community Development. Delhi : B. R.

	Publishing.
Suggested E-resources	<ol style="list-style-type: none">1. <i>E-pgpathshala</i>. (n.d.). Retrieved September 14, 2023, from https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxYrU+Wsr8x18vgiw==2. https://egyankosh.ac.in/3. https://www.sciencedirect.com/topics/social-sciences/library-and-information-science

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8009P
Title of the Course	Knowledge Organization: Dewey Decimal Classification Practice
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
Credit of the course	4
Types of the course	Discipline Centric Compulsory Course (DCC) in Library & Information Science
Delivery type of the course	Practice of DDC=120 hours
Prerequisites	High level.
Objectives of the course	The course aims to provide practical knowledge of Dewey Decimal Classification.
Learning outcomes	<p>After studying this paper, students shall be able to:</p> <ul style="list-style-type: none"> • Classify the library resources. • Assigning Class Numbers representing Simple, Compound and Complex Subjects • Practice of Dewey Decimal Classification
Syllabus	
Assigning Class Numbers representing Simple, Compound and Complex Subjects according to DDC 19 th Ed.	
Scheme of Examination	Paper will be divided into three Parts. Part-A consists 10 Compulsory Simple titles of 20 Marks. In Part–B, Ten titles of 40 Marks are to be classified (out of twelve). Part–C consists Four Complex subject titles (out of five) of 20 Marks.

<p style="text-align: center;">Text Book/Reference Book</p>	<ol style="list-style-type: none"> 1. Comaromi, J. P., Warren, M. J. & Dewey, Melvil. (1982). Manual on the Use of the Dewey Decimal Classification. Forest Press. 2. Dewey Decimal Classification. (2011). 23rd edition. Ohio: OCLC. 3. Dhyani, Pushpa. (2006). Classifying with Dewey Decimal Classification. New Delhi: Ess Ess. 4. Khan, M. T. M. (2005). Dewey Decimal Classification. New Delhi : Shree Publishers 5. Satija, MP (2012). Dewey decimal classification 23rd ed. Ess. Ess. Publication 6. Shahabat, Husain (2004). Dewey Decimal Classification. B.R. Publication Delhi 7. Gautam, J.N. (2013). Dewey Decimal Classification: Functional Analysis. Y. K. Publication Agra
<p style="text-align: center;">Suggested E- resources</p>	<ol style="list-style-type: none"> 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/ 3. https://www.oclc.org/content/dam/oclc/dewey/resources/summaries/deweysummaries.pdf 4. https://classify.oclc.org/classify2/

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8010P
Title of the Course	Software for University Libraries
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
Credit of the course	4
Types of the course	Discipline Centric Compulsory Course (DCC) in Library & Information Science
Delivery type of the course	Practical =120 hours
Prerequisites	High level.
Objectives of the course	To provide hand on practice on library automation software SOUL
Learning outcomes	<p>After studying this paper, students shall be able to:</p> <ul style="list-style-type: none"> • Work on Software for University Libraries. • Gain working knowledge of various modules of SOUL Software. • Explain the how to use OPAC.
Syllabus	
UNIT- I	<p>Hands on practice of SOUL</p> <p style="text-align: right;">- Acquisition Module (24)</p>
UNIT- II	<p>Hands on practice of Cataloguing Module</p> <p style="text-align: right;">- Entry of books and other reading materials. (24)</p>
UNIT- III	<p>Hands on practice of Circulation module</p> <p style="text-align: right;">- Books-check-In, Check-out, Reservation, Overdue etc. (24)</p>
UNIT- IV	<p>Hands on practice of Administration</p> <p style="text-align: right;">- All administration works. (24)</p>

UNIT- V	Report Generation and OPAC - OPAC, Web OPAC - Generate various reports and Formats.	(24)
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Scheme of Examination:

The examination (Internal and end semester) of this paper will be conducted by concern Department. The faculty member will act as internal examiner and one external examiner will be appoint/select by university or 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	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8100S
Title of the Course	Academic Training and Report Writing
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
Credit of the course	4
Types of the course	Generic Elective Course (GEC) in Library & Information Science
Delivery type of the course	Visit the libraries and information centres.
Prerequisites	High level.
Objectives of the course	To familiar and aware the students towards professional attitude and ethical values for providing library and information services.
Learning outcomes	<p>After the visit, students shall be able to:</p> <ul style="list-style-type: none"> • Acquaint the organization and management of established libraries and information centers at national level; • Expose themselves to automated and networked libraries on-site; • Understand the services provided by these libraries and information centers; • Make a comparative and critical study of libraries; and • Get an overview of latest trends and development on library and information services provided.
Syllabus	
All the students are required to visit the libraries and information centres and prepare a report on working systems and management of selected libraries/information centers of any place/outside the city/state etc.	
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

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8101S
Title of the Course	Field Study of Digitization Centres
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
Credit of the course	4
Types of the course	Generic Elective Course (GEC) in Library & Information Science
Delivery type of the course	Visit the libraries and information centres working on digitization of resources
Prerequisites	High level.
Objectives of the course	To aware and provide the latest emerging technologies implemented in particular library/information centres for digitization the resources.
Learning outcomes	<p>After training/visit, students shall be able to:</p> <ul style="list-style-type: none"> • Introduce the digitization process and functioning of library. • Acquaint with various types of information sources and services available digitally. • Familiarize with different types of digitize collection. • Develop practical skills in digital environment
Syllabus	
All the students are required to visit the libraries and information centres working on digitization of resources and prepare a report on working systems and management of selected libraries/information centers of any place/outside the city/state etc.	
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

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8102S
Title of the Course	Academic Evaluation of Manuscripts Centres
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
Credit of the course	4
Types of the course	Generic Elective Course (GEC) in Library & Information Science
Delivery type of the course	Visit the libraries and information centres
Prerequisites	High level.
Objectives of the course	The aim of this course to find out the hidden knowledge in manuscripts.
Learning outcomes	After this, students shall be able to: <ul style="list-style-type: none"> • Aware the values of manuscripts. • Familiarize with preservation and conservation of manuscripts.
Syllabus	
All the students are required to visit the libraries and information centres having good collection of manuscript resources and prepare a report on working systems and management of selected libraries/information centers of any place/outside the city/state etc.	
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

Master of Library and Information Science	
Second Semester	
Subject – Library & Information Science	
Code of the Course	LIS8103S
Title of the Course	Field study of Industrial Libraries
Qualification Level of the Course	Level-8 & NHEQF Level 6.0
Credit of the course	4
Types of the course	Generic Elective Course (GEC) in Library & Information Science
Delivery type of the course	Field visit.
Prerequisites	High level.
Objectives of the course	The aim of this course to find out the hidden knowledge in manuscripts.
Learning outcomes	After this, students shall be able to: <ul style="list-style-type: none"> • Know the functioning of industrial libraries. • Find out the existing library management system of industrial libraries.
Syllabus	
All the students are required to visit the industrial libraries and information centres and prepare a report on working systems and management of selected libraries/information centers of any place/outside the city/state etc.	
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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