

**DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE
UNIVERSITY OF LUCKNOW**

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

Programme outcomes

This program could provide well-trained professionals for the universities, colleges, libraries and information centers, research organizations in Science & Technology, Industries to organize their data, information, knowledge, expertise etc. This will enhance the capacity of any organization in decision making, business processes, creativity and innovation. Students will establish themselves as effective professionals by solving real problems through the use of ability and skills acquired throughout the programme. Students will develop professional skills that prepare them for immediate employment and for life-long learning in advanced areas of library and science and related field.

Programme specific outcomes

After completing the course the students will

- Acquire knowledge of the development of the Universe of Knowledge and methods of its organization in a library/information system;
- Learn techniques of Information Management and applying Information Communication Technologies (ICT) in libraries and information centers;
- Acquire skills of information/knowledge gathering, processing, organization and retrieval;
- Get an understanding of information/ knowledge analysis, repackaging and marketing;
- Be able to manage the analysis, planning and management of the systems of library and information centers;
- Enhance their research, technical, interpersonal and communication skills;
- Be able to hold managerial position in libraries, knowledge centers, information centers, data bank of public and private sector organizations and /or can move ahead towards the research and scholarships.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
First Semester
MC-101
RESEARCH METHODS & STATISTICAL TECHNIQUES

Course Objectives

The objective of the course is to introduce about research, research ethics and data collection methods. The course will elucidate the research design, sampling and statistical techniques required for an academic work. At the final stage, students will learn to write a comprehensive research proposal that may be conducted in the future, research report and thesis.

Unit-I

- Research: Concept, Need and Purpose; Research Ethics
- Types of Research
- Research Design: Objectives and Types

Unit-II

- Method of Data Collection (Experimental and Non Experimental)
- Data Collection Tools: Questionnaire, Schedule, Interview and Observation
- Delphi Technique: Ranganathan's Spiral of Scientific Method
- Measurements and Scaling Techniques
- Sampling: Concept and Types

Unit-III

- Descriptive Statistics
- Measures of Central Tendency – Mean, Median, Mode, SD, Coefficient of Variation, Quartiles, Deciles, Percentiles, Geometric mean, Harmonic mean. Measures of Dispersion – Range, Quartile deviation, Mean deviation, Range Mean square deviation, Standard deviation, Coefficient of variation, Coefficient of Skewness and Kurtosis.
- Hypothesis
- Inferential Statistics
- Test based on t, f, X^2 and Normal distribution (Basic Concept). Non-Parametric Test- Sign test, Mann-Whitney-Wilcoxon U test, Median test, Wald-Wolfowitz Run test (Basic Concept) ANOVA and ANCOVA (Basic Concept)
- Graphical and Diagrammatic Representation of data

Unit IV

- Research Reports: Structure, Style, Contents, Guidelines, Proof reading
- Style Guide: APA, MLA, ASA and Chicago Manual
- Online Citation Tools
- Reference Style Management Tools

- Anti plagiarism Tools

Unit-V

- Bibliometrics
- Scientometrics
- Webometrics
- Altmetrics

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Book

- Ahuja, R. (2001). Research Methods. New Delhi: Rawat.
- Andres, A. (2009). Measuring Academic Research. how to undertake a bibliometric study. Oxford: Chandos.
- Cameron, D. & Ostapowicz, L. (Eds.). (2015). Research Methods in Library and Information Science. Oakville, Canada: Delve.
- Connaway, L.S. & Radford, M.L. (2016). Research Methods in Library and Information Science. (6th Ed.). Englewood: Libraries Unlimited.
- Creswell, J.W. (2009). Research Design: qualitative, quantitative and mixed methods approach. (3rd Ed.). New Delhi: Sage.
- Creswell, J. W. (2014). Research Design: Qualitative, Quantitative, and Mixed Methods Approaches. (4th Ed.). New Delhi: Sage
- Dane, F.C. (2017). Evaluating Research: methodology for people who need to read research. (2nd Ed.). New Delhi: Sage.
- Evans, Jonathan St. B.T. (2005). How to do Research: a psychologist's. New York: Psychology Press.
- Flick, U. (2009). An Introduction to Qualitative Research. (4th Ed.). New Delhi: Sage.
- Flick, U. (2011). Introducing Research Methodology: a beginner's guide to doing a research project. New Delhi: Sage.
- Flick, U. (2015). Introducing Research Methodology: a beginner's guide to doing a research project. (2nd Ed.). New Delhi: Sage.
- Friedman, A. (2016). Statistics for Library and Information Services. London: Rowman & Littlefield.
- Goode, W.J. & Hatt, P.K. (1952). Methods in Social Research. New York: McGraw Hill.
- Guthrie, G. (2010). Basic Research methods: an entry to Social Science research. New Delhi: Sage.
- Kavdia, R. & Garg, B.L. (2015). An Introduction to Research Methodology. Jaipur: RBSA.
- Kothari, C.R. & Gaurav, G. (2014) Research Methodology: method and techniques (3rd Ed.). New Delhi: New Age.
- Kothari, C.R. & Gaurav, G. (2019). Research Methodology: methods and techniques (4th Ed.). New Delhi: New Age.

- Krishnaswami, O.R. (1993). Methodology of Research in Social Sciences. Mumbai: Himalaya.
- Krishnaswamy, O.R. (1993). Methodology of Research in Social Sciences. Mumbai: Himalaya.
- McBurney, D. H. & White, T.L. (2007). Research Methods. Australia: Thomson.
- Merriam, S.B. & Tisdell, E.J. (2015). Qualitative Research: a guide to design and implementation (4th Ed.). New Jersey: John Wiley.
- Monette, D.R, Sullivan, T. J. & Dejong, C. R. (1994). Applied Social Research: tool for the human services (3rd Ed.) Fort Worth: Harcourt Brace.
- O'Leary, Z. (2010). The Essential Guide to Doing Your Research Project. New Delhi: Sage.
- Pickard, A.J. (2013). Research Methods in Information. (2nd Ed.). London: Facet.
- Powell, R.R., & Silipigni, C. L. (2004). Basic Research Methods for Librarians. (4th Ed.). Eaglewood: Libraries Unlimited.
- Pryor, G. (2012). Managing Research Data. London: Facet.
- Roemer, R.C. & Borchardt, R. (2015) Meaningful Metrics: a 21st century librarian's guide to bibliometrics, altmetrics and research impact. Chicago: ACRL.
- Sarangi, P. (2010). Research Methodology. New Delhi: Taxmann.
- Singh, Y.K. (2006). Fundamentals of Research Methodology and Statistics. Hyderabad: New Age.
- Singh, G. (2018). Research Methods for Library Science Professionals'. New Delhi: EssEss.
- Tattersall, A. (2016). Altmetrics : a practical guide for librarians, researchers and academics. London: Facet.
- Tripathi, P.C. (1987). A Textbook of Research Methodology in Social Sciences. New Delhi: Sultan Chand.
- Williamson, K. & Johanson, G. (2017). Research Methods: Information, Systems, and Contexts.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
First Semester
MC-102
INFORMATION RETRIEVAL

Course Objectives

The course objectives of the course are to describe information retrieval system and its related aspects such as recall, precision, models, experiments etc.to students. Students will be expected to learn index and indexing techniques and major indexingsystem.

Unit-I

- Information Retrieval System: Features, Components and Models
- Search Strategies
- Evaluation and Measurement of Information Retrieval System: Need, Evaluation Criteria and Evaluation of Outcome (Recall and Precision, Fallout and Generality)

Unit-II

- Evaluation Experiments: Cranfield Tests, MEDLARS, SMART Retrieval Experiment
- Standards of Bibliographic Record Formats and Description – ISBD, FRAD, FRBR, GARR, Bibframe.
- Standards for Bibliographic Information Interchange & Communication–ISO–2709, Z39.50, Z39.71.
- Metadata Standards: Dublin Core, MARC21, METS, MODES, EAD.

Unit-III

- Subject Indexing :History and Development
- Indexing systems and techniques–Assigned–Pre–coordinate(POPSI) and Post–coordinate (Peek–a–Boo, Edge–Notched card);Derived–Title based (KWAC,KWWC and WADEX)
- Indexing Languages: Types and Characteristics
- Vocabulary Control: Thesaurus and List of Subject Headings(SLSH,LCSH and MeSH) ;
Ontologies:ERIC and AGROVAC

Unit –IV

- Citation Indexing: Principles, Uses and Limitations
- Citation Index: Web of Science
- Indian Citation Index: ISCI and ISSHCI

Unit-V

- LISA, ILSA,LISTA, ISTA
- COMPENDEX, MEDLINE, CHEMABS, BIOSIS, INSPEC

Note. Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Aitchison, J. & Gilchrist, A. (2000). *Thesaurus Construction and Use: a practical manual*. Chicago: Fitzroy Dearden.
- Alberico, R. and Micco M. (1990). *Expert Systems for Reference and Information Retrieval*. West Port: Meckler.
- Austin, D.W. (1984). *PRECIS: a manual of Concept Analysis and Subject Indexing*. (2nd Ed.). London: British Library Bibliographic Services Division.
- Balakrishnan, S. & Paliwal, P.K. (2001). *Library Indexing and Abstracting*. New Delhi: Anmol.
- Berthier, R. & Ricardo, B. (2011). *Modern Information Retrieval*. (2nd Ed.). Boston: Addison-Wesley Professional.
- Brown, A.G. (1982). *An Introduction to Subject Indexing*. London: Clive Bingley.
- Chakraborty, A.R. & Chakrabarti, B. (1984). *Indexing: Principles, Processes and Products*. Calcutta: The World Press.
- Chowdhury, G.G. (2010). *Introduction to Modern Information Retrieval*. (3rd Ed.). London: Facet.
- Chowdhury, G.G. et al. (2007). *Librarianship: an introduction*. London: Facet.
- Cleveland, A.D. & Cleveland, D. (2013). *Introduction to Indexing and Abstracting*. (4th Ed.). Englewood: Libraries Unlimited.
- Date, C.J. (1981). *An Introduction to Database Systems* (3rd Ed.). Boston: Addison-Wesley.
- Dierick, H. & Hopkinson, A. (1981). *Reference Manual for Machine-readable Bibliographic Descriptions*. (2nd Ed.). Paris: UNESCO.
- Doyle, L.B. (1975). *Information Retrieval and Processing*. Los Angeles: Melville.
- Ford, N. (1991). *Expert Systems and Artificial Intelligence: an information manager's guide*. London: LA.
- Ghosh, S. B. and Biswas, S. C. (1998). *Subject Indexing Systems: Concepts, Methods and Techniques*. Calcutta: IASLIC.
- Gorman, G.E. & Mills, J.J. (1992). *Guide to Current Indexing and Abstracting Services in the Third World*. London: Zell.
- Guha, B. (1983). *Documentation and Information: services, techniques and systems*. Calcutta: World Press.
- Haynes, D. (2018). *Metadata for Information Management and Retrieval: understanding metadata and its use*. (2nd Ed.). London: Facet.
- Hider, P. (2018). *Information Resource Description: creating and managing metadata*. (2nd Ed.). London: Facet.
- Istadi, I. (2013). *Indexing and Abstracting*. Department of Chemical Engineering - Diponegoro University.
- Kochen, M. (1974). *Principles of Information Retrieval*. Los Angeles: Melville.
- Lancaster, F.W. (2003). *Indexing and Abstracting in Theory and Practice*. London: Facet.
- Lancaster, F.W. (1968). *Information Retrieval Systems: characteristics, testing and evaluation*.

New York: Wiley.

- Minsky, M. (1968). *Semantic Information Processing*. Cambridge: MIT Press.
- Mohanti, T.C. (2009). *Library Indexing and Abstracting*. New Delhi: Alfa.
- O'Connor, B.C. (1996). *Explorations in Indexing and Abstracting : pointing, virtue and power*. Englewood: Libraries Unlimited.
- Orwuchekwa, E.O. (2013). *Indexing and Abstracting Services*. In Issa, A.I., Igwe, K.N. and Uzuegbu, C.P. (eds.) *Provision of Library and Information Services to Users in the Era of Globalization*. Lagos: Waltodanny Visual Concept.
- Pandey, S.K. (2000). *Library Information Retrieval*. New Delhi: Anmol.
- Peters, I. & Becker, P. (2009). *Folksonomies : indexing and retrieval in Web 2.0*. Berlin, De Gruyter/Saur.
- Prashar, R.G. (1989). *Index and Indexing Systems*. New Delhi: Medallion Press.
- Rajan, T.N. (1981). *Indexing Systems: concepts, models and techniques*. Calcutta: IASLIC.
- Ranganathan, S.R. (1963). *Documentation and Its Facts*. London: Asia Publishing House.
- Riaz, M. (1989). *Advanced Indexing and Abstracting Practices*. New Delhi: Atlantic.
- Rich, Elaine. (1990). *Artificial Intelligence (2nd Ed.)*. New York: McGraw-Hill.
- Rijsbergen, C. J. Van (1979). *Information Retrieval. (2nd Ed.)* London: Butterworths.
- Robinson, L. (2004). *Information Representation and Retrieval in the Digital Age*. Medford, NJ: Information Today.
- Rowley, J.E. (1984). *Abstracting and Indexing. (2nd Ed.)* London: Aslib.
- Salton, G. & McGill, M.J. (1983). *Introduction to Modern Information Retrieval*. New York: McGraw-Hill.
- Satyanarayana, N.R. (2016). *An Introduction to Information Processing and Retrieval*. New Delhi: EssEss
- Seetharama, S. (1997). *Information Consolidation and Repackaging*. New Delhi: EssEss.
- Sengupta, B. & Chatterjee, M. (1977). *Documentation and Information Retrieval*. Calcutta: The World Press.
- Sharma, B.K. et.al. (2015). *Gyan Sangathanavam Succhna Punarprapti*. Agra: Y.K.
- Suseela, V.J. & Uma, V. (2017). *Data management for libraries understanding DBMS, RDBMS, IR technologies and tools*. New Delhi: EssEss.
- Van, R.C. J. (1970). *Information Retrieval. (2nd Ed.)*. London: Butterworths.
- Vickery, B.C. (1970). *Techniques of Information Retrieval*. London: Butterworths.
- Winograd, T. (1972). *Understanding Natural Language* : Edinburg: Edinburg University Press.

Syllabus
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
First Semester
MC-103
INFORMATION SYSTEMS, NETWORKS AND CONSORTIA

Course Objectives

The objectives of the course are to describe the structure, design and functions of the information system and the student will study the concept and use of communication networks and consortia and its requirements in modern libraries and information centers.

Unit-I

- Information Systems: Concept, Characteristics, Objectives, Functions, Components, Types and Planning and Designing
- Information Systems: SENDOC, ENVIS, PIS

Unit-II

- International Organization promoting Information System: UNIDO, UNISIST, FAO
- Organization promoting Information System in India: ICAR, ICSSR, CSIR, ICMR

Unit-III

- Basics of Computer Networking
- International Networks: JANET, OCLC
- Networks in India: INDONET, NICNET, ERNET, NKN, BTISNET, CSIRNET

Unit-IV

- Library Consortia-Concept, History and Types
- Library consortia in India-E-shodhsindhu, HELINET, NKRC, CERA
- International Coalition of Library Consortia(ICOLC)

Unit-V

- Repositories-Concept, Characteristics, Functions, Types and Constraints
- Major Repositories: arXiv, NOPR, Bhagirathi, OpenMed, Vidyanidhi
- Open Access Directories: ROAR, OpenDOAR

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Atherton, P. (1977). Handbook for Information Systems and Services. Paris: UNESCO.
- Black, U. (2003). Computer Networks: Protocols, Standards and Interfaces (2nd Ed.). New Delhi. Prentice-Hall.
- Callicott, B.B., Scherer, D. & Wesolek, A. (2015). Making Institutional Repositories Work. USA: Purdue University.
- Chowdhury, G.G. et al. (2007). Librarianship: an introduction. London: Facet.

- Ghosh, M. et. al. (2006). Strategic Cooperation and Consortia building for Indian Libraries: models and methods. *Library Review*. 55(9).PP.608 – 620.
- Gonzales,B.M.(2018).Institutional Repositories.Chicago: ACRL.
- Jones,C.(2007). Institutional Repositories: content and culture in an open access environment. Oxford,UK: Chandos.
- Jones,R., Andrew,T. &MacColl, J.(2006).The Institutional Repository. Oxford,UK: Chandos.
- Kawatra, P.S. (2000). *An Introduction to Information Systems*. New Delhi: A.P.H.
- Lucas, A. (Ed.)(1989). *Encyclopedia of Information Systems and Services*, Detroit: Gale Research.
- Marshal, F. & Kulkarni, L.G. (2009). *Computer Networking and the Internet*. (5th Ed.). New Delhi: Pearson Education.
- Parida, B. (1993). *Studies on Information Systems, Services and Programs in India and Abroad*. New Delhi: Ajanta.
- Peters, T A. (2003). Consortia and their discontents. *Journal of Academic Librarianship*. 29(2),PP.111–114.
- Samuel, T.M. &Samuel,M. (2008). *Information Technology*. New Delhi: Commonwealth.
- Tanenbaum, A.S. (2003). *Computer Networks* (4th Ed.). New Delhi: Pearson Education.
- Tripathi,A& Lal, J.(2016).Library Consortia.Oxford,UK: Chandos.
- Urquhart,C.et.al.(Eds.)(2017).Information Systems:process and practice.London:Facet
- Vickery, B. (1987). *Information Systems*. London: Butterworths.
- Wright, D. A (2006). Library Consortia: Do the Models Always work? *Resource Sharing & Information Networks*. 18(1/2),PP.49–60.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
FIRST Semester
MDSE-101a
DIGITAL LIBRARY

Course Objectives

The objectives of the course are to develop an understanding of Digitization, its Architecture, and Standards, Formats, and Protocols of Digital Library. It will provide an overview of Digital Library Software, National and International Digital Library Initiatives and Digital Rights Management. The course will impart digital skills among the students to examine the digital library software and install them in the library to make it a digital library and making more functional in providing digital library services to the users.

Unit-I

- Digitisation: Concept:
- Digitisation: Hardware, Software, Process and Issues
- Digital Resource Management/Access Management

Unit-II

- Digital Library: Genesis, Characteristics, Elements and Types,
- Digital Library: Architecture; Standards Formats and Protocols and DOI.
- Federated and Multilingual Digital Library
- Organisation and Agencies for the development of Digital Libraries

Unit-III

- Digital Preservation: Need and Purpose
- Digital Preservation: Standards, Methods and Techniques

Unit-IV

- Digital Library Software: GSDL, DSPACE and EPRINTS
- National and International Digital Library Initiatives: TKDL, National Digital Library of India, NDLTD, HathiTrust Digital Library, Institutional Repository for Information Sharing (IRIS)

Unit-V

- Digital Rights and Digital Rights Management
- Digital Archives

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Andrews(2017). Digital Libraries: policy, planning and practice. Abingdon, UK: Routledge.
- Calhoun, K.(2013). Digital libraries. London: Facet.

- Chowdhury, G.G. & Foo, S.(Eds.)(2012). Digital libraries and information access: research perspectives. London: Facet.
- Fox, E. A., & Torres, R. S. (2014). Digital Library Technologies: Complex Objects, Annotation, Ontologies, Classification, Extraction, and Security. San Rafael: Morgan & Claypool.
- Greenstone Digital Library Software. Available at <http://www.greenstone.org/>
- Jeevan, V.K.J.(2003) Digital libraries. New Delhi: EssEss.
- Malwad, N.M.(1996) Digital Libraries: dynamic storehouse of digital information. New Delhi: New Age International.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
First Semester
MDSE-101b
GREEN LIBRARY

Course Objectives

The objectives of the course are to develop an understanding of the Green Library and its different aspects. The course will impart skills among the students to examine the Green library initiatives and assess the feasibility to develop Green library in real environment.

Unit-I

- Green Library: Concept and Definitions
- Green Library: Purpose and Importance
- Scope & implications of Green Library

Unit-II

- Green design elements for libraries
- LEED
- Role of Green librarians

Unit-III

- Designing Green Library: Principles & Planning
- Challenges of Green Library
- Consideration for Green Library
- Evaluation of Green Library

Unit-IV

- Green Library Initiatives in India
- Green Libraries in World

Unit-V

- Content will be announced in the beginning of the semester.

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Kibert, C. J. (2016). Sustainable construction: Green building design and delivery. 4th ed. Hoboken, N.J.: Wiley.
- Kubba, S. (2016). LEED v4 practices, certification and accreditation handbook.(2nd Ed).. Burlington, MA: Butterworth-Heinemann.

- Lamis, A.P. (2003). Greening the library: An overview of sustainable design. In G. B. McCabe & J. R. Kennedy (Eds.). *Planning the Modern Public Library Building*. Westport, CT: Libraries Unlimited.
- Montoya, M. (2011). *Green building fundamentals: A practical guide to understanding and applying fundamental sustainable construction practices and the LEED Green Building System* (2nd Ed.). Boston: Prentice-Hall.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE

Semester System

First Semester

MDSE-102a PR

UNIVERSAL DECIMAL CLASSIFICATION

Course Objective

The objective of the course is to familiarize students with the Universal Decimal Classification Schemes and its application in libraries to classify micro as well as macro subjects.

Classification of documents according to UDC (Print/Online Edition as decided by the Department)

Unit-1: Introduction: Structure and organization of UDC

Unit-2: Classification of simple documents.

Unit-3: Classification of documents using Common Auxiliary tables (Signs)

Unit-4: Classification of documents using Common Auxiliary tables (Subdivisions)

Unit-5: Classification of documents using Special Auxiliary tables

Note.

- Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.
- 20 Marks will be reserved for the practical session attended by the students under the supervision of the concerned faculty

Structure of the Question paper

Question Paper will be divided into two sections.

Section I

This section will contain 10 Titles. All the titles are compulsory to classify. This section will be of 40 marks.

Sample of Titles

Agriculture of Wheat

Ancient Libraries

Section II

This section will contain 15 Titles. 12 Titles are to be classified out of 15. Digit by Digit interpretation of each class number is required. This section will be of 60 marks.

Sample of Titles

Hinduism and Buddhism

Indian foreign policy

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
First Semester
MDSE-102b PR
INDEXING AND ABSTRACTING

Course Objectives

As the perfect index or abstract leads a user to totally pertinent information, seldom leads to trivial information, and never, ever leads to non-pertinent information. The objectives of the course are to give practical knowledge of the creation of index and abstract. Students will be expected to understand the techniques of indexing and abstracting and its application in Library and Information Centers.

Unit-I

Indexing Guidelines & Procedures
Indexing with Uncontrolled Vocabulary
Indexing Languages
Indexing with Controlled Vocabulary

Unit-II

Reading and Understanding Research Documents
Identifying Key Concepts in Documents

Unit-III

Performing Subject/concept Analysis
Indexing of Research Articles

Unit-IV

Reading and Summarization of Information Resource (research article format)
Identifying Concepts in Documents

Unit-V

Writing Indicative, Informative and Critical Abstract
Social Tagging

Notes.

- The course consists of presentations, readings and discussion in-class as needed, labs and exercises and assignments.
- Further details and contents about the course and question paper will be provided by the concerned faculty.
- Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.
- 20 Marks will be reserved for practical session attended by the students under the supervision of the concerned faculty

Recommended Books

- Lawrence F. L., Stephen J. S. and Waneed, W. S. (2004) Reading and Understanding Research. 2nd ed. USA: Sage Publications.
- Alice R. and Marjorie M. K. H. (2005) ASIS&T Thesaurus of Information Science, Technology and Librarianship. 3rd ed. USA: Information Today.
- Donald B. C. & Ana D. C. (2000) Introduction to Indexing and Abstracting. 3rd ed. Santa Barbara: Libraries Unlimited.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
First Semester
MDSE-102c PR
DATABASE SEARCH STRATEGY

Course Objectives

This course educates and enhances the skills of students to use database so that students can assist and teach the user how to use database in libraries. Course also introduces them to the multitude of pathways to obtain computer searchable information and help users to become proficient database searchers.

Unit-I

Basics of searching (Part One):

- Database Terminology
- Database type
- Data base structure
- Boolean operators

Unit-II

Basics of Searching (Part two):

- Nesting
- Truncation and wildcard
- Proximity operator
- Command stacking
- Guided Search

Unit-III

The Information Landscape:

- Database Publisher
- Database Producer
- Database Vendor

Unit-IV

Database choice and searching:

- Listing of Database by subject
- Developing Search Strategy

Unit-V

- Formulation and refinements of search strategy and techniques
- Database search tips and filters

Notes:

- The course consists of presentations, readings and discussion in-class as needed, labs and exercises and assignments.
- Further details and contents about the course and question paper will be provided by the concerned faculty.
- Focus of the teaching will be to provide current knowledge on the subjects given in the course therefore reading materials will be recommended by the faculty at the time of discussing the topics in the class.
- Each student will maintain Practical Record/prepare assignments and submit the same as per the instruction provided by the concerned faculty.
- 20 Marks will be reserved for practical session attended by the students under the supervision of the concerned faculty

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
Second Semester
MC-204
TECHNOLOGIES FOR LIBRARY AND INFORMATION CENTRES

Course Objective

The objective of the course is to equip the students with the knowledge of information communication technologies and other current and updated technologies applied in LIS centers.

Unit-I

- Computer Technology – Character Representation (ASCII, ISCII, Unicode);
- Telecommunication – Transmission Channels, Mode, Media, ISDN, PSDN, Multiplexing, Modulation, Switching, Standards, and Protocols.
- Wireless Communication – Media, Wi-Fi, Li-fi, Satellite Communication, Mobile Communication.
- Internet Protocols and Standards- HTTP, FTP, SMTP, TCP/IP

Unit-II

- Hypertext, Hypermedia, Multimedia, Virtual Reality, Augmented Reality
- An overview of Data Security, Network Security, Cryptographic Techniques, Anti-virus software, Anti-spyware and Intrusion Detection System
- Barcode, RFID, QR Code, Biometric, Smartcard: Features and Applications

Unit-III

- Content Management Systems: Architecture and Data Integration
- CMS Software: Selection, Implementation and Evaluation
- Application of Artificial Intelligence, Expert Systems and Robotics in Libraries
- Social Mobile Analytics Cloud (SMAC)
- Cloud Computing

Unit-IV

- Web-scale discovery Services
- Ontology: Tools (RDF, RDFS, Potege)
- Semantic Web
- Linked Data; Big Data

Unit-V

- Data Mining: Concept, Functions/tasks, Applications and Issues
- Difference between Data Mining and Data Harvesting

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Ahmad, H. (2016). Integrated Library Management Systems: an Indian scenario of modern library automation New Delhi: EssEss
- Arora, A. (2015). Computer Fundamental and Application. New Delhi: Vikas.
- Baker, M. & Abel, S. (2013). Every Page is Page One: Topic-Based Writing for Technical Communication and the Web. California: XML.
- Bavakutty, M. & Azeez, A.T.A. (2018). ICT Application in Academic Library Management. New Delhi: EssEss.
- Boiko, B. (2004) Content Management Bible. (2nd Ed.). New Jersey: Wiley.
- Borgman, C.L. (2000). From Gutenberg to the Global Information Infrastructure. Cambridge, MA: MIT.
- Breitman, K., Truszkowski, W. & Casanova A. (2010). Semantic Web. New York: Springer.
- Burge, S. & McCourt, C. (2017). Drupal 8 Explained: your step-by-step Guide to Drupal 8. Bradenton, FL, USA: OS Training.
- Cardoso, J. (2012). Semantic Web Services, Processes and Application. New York: Springer.
- ClydeBank Technology. (2015). HTML Quick Start Guide: the simplified beginner's guide to HTML. Scotts, California: Create Space.
- DSpace Federation. Available at <http://www.dspace.org/>
- Elguindi, A. & Schmidt, K. (2012). Electronic Resource Management: practical perspectives in a new technical services model. Sawston: Chandos.
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SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
Second Semester
MC-205
MANAGING LIBRARIES AND INFORMATION CENTRES

Course Objectives

The objectives of this course are to give students an idea of the principles of management and acquaint them with the management techniques, functions, activities, and routines of various sections. This course will make the students able to manage library and information centers for providing quality services to the users.

Unit-I

- Planning and Management of Library and Information Centers
- Performance Evaluation of Libraries and Information Centers and Services
- Information Commons; Makers Space

Unit-II

- Financial Management in Libraries: Resource Mobilization, Outsourcing, Cost Effective and Cost Benefit Analysis

Unit-III

- Project management: SWOT, PEST, PERT/CPM
- Management Information System (MIS)
- Management by Objectives (MBO)
- Change Management
- Disaster Management
- Crisis Management

Unit-IV

- Information Consolidation and Repackaging: Objectives, Pre-requisites and Steps
- Content Analysis: Scope, History, Uses, Approaches and Types
- Content Development: Process, Standards, Tools, Guidelines, Issues and Web-based Content Development
- Information Products: Characteristics and functions of Newsletter, House Journals, Trade and product-Bulletin, Technical Digest, Reviews)

Unit-V

- Marketing of Library Products and Services: Concept, Marketing Plan and Research
- Marketing Strategies
- Marketing Mix
- Marketing Segmentation
- Pricing and Advertising

- Management Consultancy

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Alvintzi, P. & Eder, H. (2010). Crisis Management. New York: Nova Science.
- Appleton, L. (2017). Libraries and Key Performance Indicators: a framework for practitioners. Sawston: Chandos.
- Asghar, Mah-e-Bushra & Bhatti, R. (2012). Marketing of Library and Information Services and Products: right service to the right user. Saarbrücken, Germany: LAP LAMBERT Academic Publishing.
- Aulisio, G. J. (2013). Green libraries are more than just buildings. *Electronic Green Journal*, 1(35). PP.1-8
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- Burger, R. H. (2017). Financial Management in Libraries and Information Centres. California: Libraries Unlimited.
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SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
Second Semester
MC-206
KNOWLEDGE, INFORMATION AND COMMUNICATION

Course Objectives

The objectives of this course are to give students an overview of the concept, distinctive characteristics and interrelationships of Data, Information and Knowledge. The course will also provide an overview of Knowledge Management (KM), Communication, Right to information, Intellectual Property Rights to the students.

Unit-I

- DIKW hierarchy
- Data: Concept, Properties and Types
- Information: Concept, Properties, Kind and Characteristics
- Information Life Cycle: Generation, Collection, Storage and Dissemination.

Unit-II

- Information Science: History and its relationship with other subjects,
- Information Society and Knowledge Society: Concept and Characteristics
- Information Literacy – Areas, Standards, Types and Models
- Information Policy in India: Efforts
- Right to Information Act, 2005 and amendments

Unit-III

- Knowledge: Concept and Classification
- Universe of Subjects: Structure and Attributes
- Modes of Formation of Subject
- Mapping of Universe of Subjects in DDC, CC and UDC

Unit-IV

- Information Technology Act, 2000 and amendments
- Intellectual Property Right: Categories, Conventions, Treaties and Laws.
- Copyright: History and Indian copyright Act
- Plagiarism: Concept and Types.

Unit-V

- Knowledge Management: Principles, Tools, Components and Architecture.
- Communication: Concept and Types
- Communication: Theories and Models
- Communication: Channels and Barriers
- Trends in Scholarly Communication

Note: Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

Recommended Books

- Ahuja, V.K. (2017). Law relating to Intellectual Property Rights. (3rd Ed.) Gurgaon: Lexis Nexis.
- Anderson, R. (2018). Scholarly Communication: What Everyone Needs to Know? USA: Oxford University Press.
- Anil Kumar H S & Ramakrishna B. (2017). Fundamentals of Intellectual Property Rights: For Students, Industrialist and Patent Lawyers. Chennai: Notion.
- Bawden, D. & Robinson, L. (2015). Introduction to Information Science. New York: Neal-Schuman.
- Bergin, F. J. (1984). Practical Communication. (2nd Ed.) London: Pitman.
- Cherry, C. (1957). On Human Communication: a review, a survey and a criticism. New York: Wiley and Sons.
- Das, J.K. (2015). Law of Copyright. New Delhi: PHI Learning.
- Das, P.K. (2016) Handbook on the Right to Information Act. Gurgaon: Universal Law Publishing.
- Debons, A. (1974). Information Science: a search for identity. New York: Dekker.
- Derricourt, R. (1996). An Author's Guide to Scholarly Publishing, Princeton: New Jersey.
- Dhyani, P. (1998). Library Classification: theory and principles. New Delhi: Wishwa.
- Garvey, W.D. (1979). Communication in Science: the essence of science facilitating information exchange among librarians, scientists, engineers and students. Oxford: Pergamon.
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- Heath, R.L. & Bryant, J. (2000) Human Communication Theory and Research: concepts, contexts, and challenges. (2nd Ed.). Mahwah, NJ: Lawrence Erlbaum.
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- Husain, S. (2004). Library Classification: facets and analysis. (2nd Ed.). Delhi: B.R.
- Ibekwe-SanJuan, F., Dousa, T. M. (Eds.). (2014). Theories of Information, Communication and Knowledge: a multidisciplinary approach. Netherland: Springer.
- Jaiswal, B. (2016). A Manual of Library Classification. New Delhi: Alfa.
- Journal of Information Literacy. Bi-annual London: CILIP Information Literacy group. <https://ojs.lboro.ac.uk/jil/>
- Journal of Intellectual Property Right. Bi-monthly. New Delhi: NISCAIR.
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- Kawatra, P.S. (2000). Textbook of Information Science. New Delhi: A.P.H.

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- Khan, M.T.M. (1998). Information Organization and Communication. New Delhi: EssEss.
- Khanna, J.K. & Vashisht, K.K. (1985) Knowledge: evolution, structure and research methodology. New Delhi: EssEss.
- Kumar, N. (1997). Communication and Management. New Delhi: Gyan.
- McGarry, K. (1993). The Changing Context of Information : an introductory analysis. (2nd Ed.). London: Library Association.
- Menon, S. (2003). Protection of Intellectual Property in Cyber Space. New Delhi: Authors press.
- Morrison, H. (2009). Scholarly Communication for Librarians. Sawston: Chandos.
- Mortensen, C. D. (1972). Communication: the study of human interaction. New York: McGraw- Hill.
- Naib, S. (2013). The Right to Information in India. Oxford: Oxford University Press.
- P.S.G. Kumar (1989). Fundamentals of Information Science. New Delhi: S. Chand.
- Pamecha, CA V. K. (2013). Right to Information Act 2005: a Practical guide. Indore: XcessInfostore.
- Pandita, R. & Singh, S. (2018). Information Literacy and Plagiarism. New Delhi: CBS.
- Parashar, R.G. (1991). Information and its Communication. New Delhi: Medallion.
- Parida, Baman. (1993). Studies on Information System Services and Programmes in India and Abroad. Delhi: Ajanta.
- Pease, A. & Pease, B. (2004). The Definitive Book of Body Language. Australia: Pease International.
- Pecorari, D. (2018). Academic Writing and Plagiarism: a linguistic analysis. London: Continuum.
- Raju, A.A.N & Rao, N.L. (1997). Universe of Knowledge: its development and structure. New Delhi: EssEss.
- Rikowski, R. (2007). Knowledge Management: social, cultural and theoretical perspectives. Oxford, UK: Chandos.
- Robinson, L. & Bawden, D. (2012). Introduction to Information Science. London: Facet.
- Ron, L. & Fergus, P. (1995). The Essence of Effective Communication, New Delhi: Prentice Hall of India.
- Saharay, H.K. (2016). Iyengar's Commentary on the Copyright Act. Gurgaon: Universal Law Publishing.
- Satija, M.P. & Singh, J. (2013). Colon Classification: a requiem. DESIDOC Journal of Library & Information Technology, 33(4), PP.265-276.
- Secker, J. (2010). Copyright and E-learning: a guide to practitioners. London: Facet.
- Sharma, P. (2004). Knowledge Management. New Delhi: A.P.H.
- Sharma, S. & Gopal, S. (2011). Applications of Knowledge Management in Digital Era. New Delhi: GNOSIS.

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- Vickery, B.C. & Vickery, A. (1987). Information Science in Theory and Practice. London: Butterworth.
- Wyatt, H.V. (1972): When does Information becomes Knowledge. Nature. 235 (5333), PP. 86-89.
- Zhang, Y. (2016). Against Plagiarism: a guide for editors and authors. Berlin: Springer.
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SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE

Semester System

Second Semester

MC-207 PR

TECHNOLOGIES FOR LIBRARY AND INFORMATION CENTERS

Course Objective

The course objective is to give students hands-on training of LIS software packages, DBMS, Content Management Software and Webpage designing. Students will build an awareness of a wide range of technologies used in various aspects of information work.

Unit-I. Database Creation & Database search and Retrieval using DBMS packages

Unit-II. LIS Software Packages

Unit-III. Content Management Software

Unit-IV. Web Page design using HTML language

Unit-V. Content shall be added at the beginning of the semester.

Note:

- Paper will be spread in both the semester, and practical and viva-voce examination will be conducted in second semester.
- Each student will maintain Practical Record/prepare Assignments and submit the same as per the instruction provided by the concerned faculty.

SYLLABUS
MASTER OF LIBRARY AND INFORMATION SCIENCE
Semester System
Second Semester
MD-201
DISSERTATION

Course Objectives

The objectives of the course are to develop research skills among the students, report writing, presentation, communication, and analytical skills. Students will be expected to develop a clear philosophical and methodological framework for their writing and enable them to craft a much more targeted and incisive analysis.

The Dissertation work will start from the beginning of the first semester and the student should submit it before the commencement of the second-semester theory examinations. Candidates are required to appear in pre-submission seminar at least two weeks before the final submission of their dissertation. Students who fail to submit the dissertation before the commencement of second-semester examination will not be allowed to submit the dissertation and such students will also not allowed to appear in the subsequent viva-voce examination. Each student shall work under the guidance of one teacher of the Department for his/her dissertation and they will submit a copy of the Dissertation and Abstract in typescript (Including copy in electronic form) in the department. The volume of the dissertation shall vary between 100-150 pages.

The dissertations will be jointly evaluated by an External and an Internal Examiner and will carry 100 marks. The Viva-voce examination will be of 100 marks conducted by both the External examiner and the Internal examiners.

