SYLLABUS

OF

MLISc. Course

Effective from
SESSION 2016 – 2017
## Master of Library & Information Science
### FIRST SEMESTER
#### 2016-2017

<table>
<thead>
<tr>
<th>Paper</th>
<th>Paper Code</th>
<th>Paper Title</th>
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<tr>
<td>I</td>
<td>MLS 101</td>
<td>Knowledge, Information and Communication</td>
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FIRST SEMESTER

Paper – I
MLS 101

Knowledge, Information and Communication

Unit I
Information: definition; characteristics, nature, and value; Conceptual difference between data, information and knowledge; Communication of information; barriers.

Unit II
Knowledge: definition, kinds of knowledge, growth of knowledge, Universe of subjects: formation, structure and development of subjects.

Unit III
Information science: definition, scope and objectives; Information science as a discipline and its relationship with other subjects; Information society: genesis, characteristics, implications;

Unit IV
Information industry: generators, providers and intermediaries; Intellectual Property Right Acts.

Unit V
Knowledge Management: definition, concept, need and basic tools; Trends in Knowledge management, Role of information manager.

Recommended Books

Knowledge Organization: Classification (Theory)


Unit II  Mapping of Universe of subjects in CC, UDC and DDC; Features of special classification schemes.

Unit III  Classificatory Principles in Classification of Sciences, Social Sciences and Humanities.

Unit IV  Comparative study of CC & UDC with regard to common subdivisions and indicator digits.

Unit V  Recent trends in classification; automatic classification, Web Dewey, Dewey on CD, Classification in Online System.

Recommended Books

Knowledge Organization: Classification (Practice)

The practical examination will consist of Ten complex titles to be classified in depth according to UDC (Abridged edition 2003)

Reading List

Research Methods and Statistical Techniques

Unit I
Research: concept, meaning, need, purpose; Types of research: Hypothesis: definition, characteristics, functions. Research design: concept and types; Identification of problem.

Unit II

Unit III
Research techniques: Questionnaire: print and electronic form; Quantitative and qualitative studies; interview; observation; library records and reports; sampling techniques.

Unit IV
Data analysis and interpretation: Measures of central tendency: Mean; Mode; Median; Measures of dispersion: variance and covariance; Standard deviation; Graphical representation of data: bar graph; pie graph; histograms; Chi square test.

Unit V
Bibliometrics; Scientometrics; Infometrics and Webometrics: concepts and definition; Bibliometric Laws: Bradford; Zipf; Lotka; Research report; Structure, style, contents, guidelines

Recommended Books

4.
Computer Application in LIS (Theory)

Unit I
Introduction to computers: Brief description of various components of computer; Input and Output devices; Classification of computers; Hardware and software.

Unit II
IT and libraries; Representing data in a computer: ASCII, EBCDIC; Programming languages: generations; Software packages; Operating systems, Multimedia: elements and its application in libraries.

Unit III
Library automation software packages: CDS/ISIS, WINISIS, Libsys, SOUL, Alice for windows, VTLS, TLMS; Application of library software packages in various library operations and services.

Unit IV
Telecommunication and networking; Network media: UTP, Optical fibre element, network interface card, Hub, Router, Modem; Types of network: LAN, MAN, WAN and their applications in library networks; Network typologies: Bus, Star, Ring, Token ring; Internet and intranet: basic features and applications.

Unit V
Digital libraries: genesis, definition, objective and scope; Software and hardware for digital libraries; Data warehousing; Data mining; Meta data; Artificial intelligence and expert systems; Online searching of databases: MEDLINE, DIALOG, OCLC.

Recommended Books

Computer Application in LIS (Practical)

Note: This paper will be of 50 marks out of which 12 marks will be allotted for internals and 38 marks will be allotted for annual examination. The annual examination will be conducted by one external examiner and one internal examiner to be appointed by the university. The duration of the examination would be of 3 hours. The practical questions will be set to check IT skills in the following areas:

1. Creation of database using CDS/ISIS or WINISIS,
2. Use of library software packages for in-house operations, Bar Code generations, membership cards, machine readable catalogue cards,
3. CD-ROM & Online searching,
4. Internet searching,
5. Web page design and creation for a library centre.

Recommended Books

Planning and Management of Public Library System

Unit I Concept, nature and characteristics of Public libraries. Public Library Movement in India. Public Library Legislation: Need and importance.

Unit II Public Library Systems in India. National Policy for Public Library Development in India. Public Library Users.


Unit V Public Libraries in India: The State Central Library, Mumbai; Delhi Public Library; T. S. Central Public Library, Chandigarh. Recent Trends in Public Library Services.

Recommended Books

Planning and Management of Academic Library System


Unit IV  Library and Information Services: Need and types. Library Cooperation and Resource Sharing. Role of INFLIBNET: Electronic journals and Consortia. UGC Infonet e-journals consortia. OCLC

Unit V  Shadhganga, Shodh sindhu, Shodhgangotri. Role of NAAC and UGC in academic libraries.

Recommended Books

Planning and Management of Special Library System

Unit I Definition, meaning, objectives and scope of Special Libraries. Types of Special Libraries. Development of Special Libraries in India.

Unit II Special Libraries Governance: Authority, Committee and Role of Librarian. Organisational Pattern: Staff, Selection, Budgeting, Special Library Buildings, Furniture.

Unit III Library Cooperation and Resource Sharing among Special Libraries. Networking and E-journals Consortia. INDEST, FORSA, CSIR.

Unit IV Study of Important Special Libraries in India. IIT Madras; BARC, Bombay; CFTRI, Mysore; Khuda Bakhsh Oriental Public Library, Patna.


Recommended Books

1. Mukherjee, AK: Fundamentals of Special Librarianship and Documentation.
Viva-Voce

Viva voce examination will be of 50 marks. The viva-voce examination will be conducted by a group of three members Coordinator, External Examiner and a Senior most Teacher in the department.
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<tr>
<th>Paper</th>
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SECOND SEMESTER

Paper – I
MLS 201

Credit : 04
Marks : 100

Information Storage and Retrieval

Unit I
Abstract and abstracting: concept, types, procedure of abstracting; Guidelines in preparing abstracts; Principles of abstracting (canons); Auto abstracting.

Unit II
Index and indexing: concepts and types, principles of indexing; Subject indexing; Pre-coordinate indexing system; Post coordinate indexing systems; Chain indexing; Citation indexing.

Unit III
Special types of indexing: KWIC, KWAC, KWOC etc. Thesaurus; Thesaurus facet; Vocabulary control: tools of vocabulary control.

Unit IV
Features of IR system; Information retrieval models; Search strategies: manual, machine; Evaluation of IR systems; Trends in IR.

Unit V
Information products: nature, concept, types; Marketing of information products.

Recommended Books

Knowledge Organisation: Cataloguing (Practice)

Cataloguing of complex problems involving the rendering of Headings and Description will be done according to AACR-II for Corporate Authors, Non Book Materials and Periodicals. There will be FOUR Cataloguing Problems. The Practical Examination will be conducted through a question Paper and evaluated by One External Examiner and One Internal Examiner to be appointed by the University.
Information Sources and Systems in Social Sciences


Unit II Information Sources: Types, Need and Purpose. Primary Sources, Secondary Sources and Tertiary Sources in the field of Social Sciences.

Unit III Information Networks in Social Sciences: Need and Purpose. Study of Social Science Networks at National and International Level.

Unit IV Major activities of important Research Organisations in the growth of Social Sciences with special reference to India, USA and UK.

Unit V Information Analysis and Repackaging. Content Analysis, Condensation, Consolidation, Compilation in the field of Social Sciences.

Recommended Books

Information Sources and Systems in Medical Sciences

Unit I  Medical Sciences: Definition, terminology, scope and History of Health Sciences. Branches and Developments in Health Sciences.

Unit II  Information Sources: Types, Need and Purpose. Primary Sources, Secondary Sources and Tertiary Sources in the field of Medical Sciences.

Unit III  Information Networks in Health Sciences: Need and Purpose. Study of Health Science Networks at National and International Level. MEDLARS, PubMed, IndMed, MEDInd.

Unit IV  Major activities of important Research Organisations in the growth of Health Sciences in India and USA.

Unit V  Information Analysis and Repackaging. Content Analysis, Condensation, Consolidation, Compilation in the field of Health Sciences.

Recommended Books

Information Technology Application in LIS (Theory)

Unit I  Internet and Intranet: Basic features and applications. Protocols: concept and functions. Modes of Connectivity: Dial Up, ISDN, Leased Line, Blue Tooth, Wi Fi etc.

Unit II  E-mail: Definition, importance, types, process and applications. Web Browser: Netscape Navigator, Internet Explorer, Mozilla Firefox.


Recommended Books

Information Technology Application in LIS (Practice)

The question paper for practical examination will be set to check IT skills in the following areas.

1. Database creation in SOUL 2.0 and KOHA
Dissertation

Note: This paper will consist of areas such as annotated subject bibliography, bibliometric study, case study, survey, trend report etc. The dissertation on any one of the above theme will be submitted before the commencement of annual examination and will be evaluated by an external examiner. It will carry 75 marks. Viva Voce examination will be of 25 marks. This will be conducted by a group of Three members consisting of Coordinator of the Department, External Examiner and the Supervisor.

Viva Voce

Viva voce examination will be of 50 marks including 25 marks for compulsory educational tour to at least one reputed library. Of the 25 marks 15 marks are allotted to the tour report and the remaining 10 marks will be for viva-voce examination, conducted on the educational tour report.

Note: For more “Suggested Readings” please contact concerned teachers.