

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

(A Central University)

MASTER OF LIBRARY AND INFORMATION SCIENCE

1YEAR (2- SEMESTER PROGRAMME) CBCS BASED PROGRAMME

Scheme of Examination

w.e.f. Session: 2018-2019 Onwards

First Semester					
Courses	Title	Credits	MARKS DISTRIBUTION		
			Continuous Evaluation	Semester End Examination	Total Marks
	Core Courses				
C1	Information and Communication	04	30	70	100
C2	Information Technology: Application(Theory)	04	30	70	100
C3	Information Retrieval (Theory)	04	30	70	100
C4	Information Retrieval (practice)	04	30	70	100
C5	Preservation and Conservation of Library Materials	04	30	70	100
	Discipline Specific Elective(DSE)*				
DSE1	Higher Education Information System: Library Prospective				
DSE2	Agricultural Information System				
DSE3	Legal Information System	04	30	70	100
DSE4	Industrial Information System				
TOTAL		24	180	420	600
Second Semester					
	Core Courses (CC)				
C6	Research Methods and Statistical Techniques	04	30	70	100
C7	Management of Libraries and Information Centers/ institutions	04	30	70	100
C8	Information Analysis, Repackaging and Consolidation	04	30	70	100
C9	Information Technology: Application(Practice)	04	30	70	100
	Ability Enhancement Compulsory Course(AECC)				
AECC1	Media and Information Literacy	02	20	30	50
	Skill Enhancement Course(SEC)				
SEC1	Technical Writing and Content Development	02	20	30	50
	Generic Elective(GE)*				
GE1	Digital Libraries: Fundamentals				
GE2	Information Source, System and Programmes	04	30	70	100
GE3	Open Access for Research				
TOTAL		24	190	410	600

Note: * Any one

**** Student may opt any one Course/opt any one Course (current/upcoming) available
At SWAYAM and notified by the department.**

Note: Practical and Viva-voce will be conducted by internal examiners.

First Semester

Core Course – C1

Information and Communication TM 100(Internal Assessment 30+Theory 70) (Credit-04)

Unit- 1 Data, Information and Knowledge

- Information: characteristics, nature, value and use of information
- Conceptual difference between Data, Information and Knowledge & Wisdom
- Communication of Information: information generation
- Communication channels, modes and barriers

Unit- 2 Information Society

- Information Society: Genesis, characteristics and Implications
- Social implication of information
- Policies Programme Related to Information.
- Information Industries.
- Concepts of Freedom, Censorship, Fair Use. Creative Commons, copyright in IPR.

Unit- 3 Information Science

- Information Science: Definition, Scope, objectives
- Information Science as a Discipline & its relationship with other subjects
- Information Communication: Theories & Models

Unit-4 Economics of information

- Information as an Economic Resource
- E- Commerce and E-Governance
- Marketing of Information.

Unit- 5 Information & Knowledge Management

- Information Management
- Knowledge Management
- Information Society Vs Knowledge Society

Core Course – C2

Information Technology: Application (Theory) TM 100(Internal Assessment 30 + Theory 70) (Credit-04)

Unit-1 Library Automation

- Library Automation: Definition, Need, Purpose and Advantages
- Planning and Implementation of Library Automation.
- Housekeeping Operation of Library.
- Evaluation of Library Automation Software

Unit- 2 Internet Basics Features and Tools

- Internet: Definition, application and Tools
- Internet Connectivity: Dialup, Leased Line, ISDN, Digital Subscriber Line (DSL) E-mail and Send mail, POP3.
- Internet Protocol: TCP/IP, FTP, HTTP, SMTP, Z39.50, and Z39.85
- OSI Network Model and TCP/IP Reference Model
- Network Based Information Services.

Unit-3 Web Page Designing &Content Management

- Hypertext and Hyperlink, Hypermedia
- Basic Code of HTML5.
- Web Based Content Development.
- Content Development software: JOOMALA /Word Press etc

Unit- 4 Open Access to Scholarly Communication

- Scholarly Communication: Concept and Meaning
- Open Access: Overview, Definitions. Open access publishing (full, hybrids, library as publisher, OA policies)
- People, Organizations (PLOS, SPRAC ,Budapest Open Access Initiative), and resources of Open Access
- Open Source Software :Identification ,Types and Use,

Unit- 5 Digital Libraries

- Genesis ,Definition, Objectives ,Scope of Digital Libraries
- Study of digital Library Software: Greenstone, D-Space
- File Forma t:Text, Audio, Video and Image
- Software and Hardware for Digital libraries: OCR, Image editing software,
- Input Capture Devices: Scanners, Digital Movie Cameras

Core Course –C3

Information Retrieval (Theory)

TM 100 (Internal Assessment 30 + Theory 70) (Credit - 04)

Unit- Information Storage and Retrieval Systems

- Concepts, Objectives, Functions and component of ISAR system
- ISAR System: Operation Design
- Compatibility of ISAR System
- Evaluation of ISAR System
- IR Models

Unit- 2 Subjects Indexing: Principle and practices

- Indexing: Concept, Theories and Methods, Historical Development
- Pre coordinate Indexing system, Citation Indexing
- Post coordinates Indexing System- Keyword, Uniterm etc.
- Trends in Automatic Indexing

Unit- 3 Vocabulary Control & Indexing Language

- Indexing Language: Type and Characteristics, Common Command Languages
- Vocabulary Control: Tools, Need and Scope
- Thesaurus: Structure, Function and Construction

Unit- 4 Searching Technique and Information Retrieval

- Man and Machine Retrieval System
- Search Strategies: Boolean Operations, Proximity Search, Heuristic Search, Navigational Search etc., Federated Search and Multimedia Databases Search
- Data Mining, Data Harvesting: Dublin Core, OAI/PMH, Semantic Web

Unit- 5 Advanced IR Techniques

- Cross-language retrieval
- Image retrieval
- Multimedia retrieval
- Information seeking behavior models

Core Course – C4

Information Retrieval (Practice)

TM 100(Internal Assessment 30 + Practice 70) (credit 04)

Unit – 1 Preparation of Class Number for Micro-Document using UDC.

Unit – 2 Preparation of cataloguing entries for Complex Continuing Resources and Non- book Materials.

Unit – 3 Indexing Practice using PRECIS and KWIC.

Core Course – C5

Preservation and Conservation of Library Materials TM 100 (Internal Assessment 30 + Practice 70) (Credit 4)

Unit 1 Library Materials: Preservation and Conservation

- Need for Preservation and Conservation
- Evolution of Writing Materials
- Palm leaves and Birch Bark: Their Nature and Preservation
- Manuscripts, books, Periodicals, Newspapers, Pamphlets etc
- Non-Book Materials

Unit 2 Hazards to Library Materials and Control Measures

- Environmental Factors
- Biological Factors
- Chemical Factors
- Disaster Management

Unit 3 Binding

- Different Types of Binding for Library Documents
- Binding Materials
- Binding Process
- Standards for Library Binding

Unit 4 Restoration and Reformatting

- Material Repair
- Microfilming and Digitization
- Preservation of digital documents

Discipline Specific Elective - DSE1

**Higher education information system: Library prospective
TM 100(Theory 70+InternalAssessment30) (Credit 4)**

Unit- 1 Higher Education: Retrospective and prospective

- Concept and aims of higher education ;
- History and development of higher education system;
- Indian higher education : legacy;
- Higher education and society;

Unit- 2 Indian higher education system policy and plans

- The constitutional provisions regarding Indian higher education system;
- The evolving policy perspective in higher education;
- Various committee and commission for development of higher education.

Unit- 3 User education and their needs

- User education : concept, definition and characteristics;
- Various types of users and their information needs;
- Concept of information seeking behavior;
- User Study: concept, definition and characteristics.

Unit- 4 Planning and management of higher education

- Structure and organization of higher education in India ;
- Curriculum planning for higher education ;
- Universities and its structure

Unit- 5 Resource Sharing Programmes

- Resource Sharing Services- its Objectives, Organization and Development;
- INFLIBNET and its Implications to Library Resource Sharing;
- Regional and city network of libraries and their importance.

Discipline Specific Elective – DSE2
Agricultural Information System
TM 100(Theory 70+InternalAssessment30) (Credit 4)

Unit- 1Agriculture Education and Agriculture Libraries

- Growth and development of Agriculture education and research in India
- Role of Library in Agricultural education, research and Extension
- Development of Agriculture Library in India

Unit- 2 Information Source and Services in Agriculture

- Specialized Collection and Information Sources
- Information Service and products in Agricultural Science and Technology with Special reference to India
- Agriculture Information Centers-National and International

Unit-3Organization and Management of Resources

- General Principle of Information Management
- Information Organization, Processing and Dissemination
- Developing need based and on Demand Specialized Services

Unit- 4 Information Needs

- Identifying special need of Agricultural faculty& research Staff
- User Studies of Local Agriculture Libraries

Unit- 5Agriculture Information System and Networks

- Current Trends in agricultural System and Networks
- Resource Sharing and Networking in Agricultural Libraries in India
- International Agricultural Database
- Professional Associations.

Discipline Specific Elective – DSE3
Legal Information System
TM 100(Theory 70+InternalAssessment30) (Credit 4)

Unit- 1 Law Librarianship

- Growth and Development of legal Institutional in India
- Nature Principle and Characteristics of legal Information and Law Libraries
- Type of Law Library

Unit- 2 Information Source Collections

- Special Information Sources: Bills, Acts, Books, Serials, Law Court notice, Law case amendments
- Tribunal Report, Law Digests, Legal Judgment, Delegation Legislation
- Rules and orders, Legal information Sources and Lexicons

Unit- 3 Organizations and Management of Resources

- Information Processing: Classification, Cataloguing and Indexing
- Developing special skills and Techniques to handle legal information (personnel)
- Managing finance: Funds & Fund Generation

Unit- 4 Information need and services

- Special needs of lawyers and legal Professionals
- Study of Law Information Centers (Local)
- Special Services, Planning and design
- Preparation of reports on Law Libraries (Local)
- Dissemination methods and techniques

Unit- 5 Legal Information System & Networks

- Legal information System: National and International
- Structure and their services
- Legal Database and Digital Libraries
- Resource and Networks of Legal Information

Discipline Specific Elective – DSE4

Industrial Information System

TM 100(Theory 70+Internal Assessment30) (Credit 2)

Unit- 1Growth and Development of Industries& Industrialization Libraries

- Industrial Growth in India
- Type of Industries: Government and Non-Government.
- Role of Libraries and Information Center in Industries
- Categories of Industrial Libraries

Unit- 2 Industrial Information Resource Collections

- Tread Literature
- Patents
- Standards
- Technical Reports Bulletins

Unit- 3Organizations and Management of Industrial Information

- Special Classification Scheme and Indexing System
- Planning and Designing Specialized information services and Products
- System approach to Planning and Design and Implementation
- Managing personal Skills and Finance

Unit– 4Information needs and Services of Industrial Libraries

- Special Classification Schemes and Indexing System
- Case Studies and field Experience of local Industries
- Preparation of Report of an Industrial Library Survey (Local)
- Marketing of Information
- Computerized Information Service

Unit- 5 Industrial Information System and Network

- Industrial Information Centers and Networks National and International (SENDOC)
- Structure and their services
- Industrial Databases
- Resource Sharing and Networking of Industrial Information Centers in India

Second Semester

Core Course – C6

Research Methods and Statistical Techniques TM 100(Internal Assessment 30 + Theory 70) (Credit 4)

Unit- 1 Research Methods

- Research: Definition, Nature, characteristics, purpose and types
- Research Methods: Historical, Descriptive, Survey and Experimental
- Hypothesis: Concept, Sources and Types, Research Question
- Scientific Methods: Features, Spiral of Scientific Method.

Unit- 2 Research Design

- Meaning and definition of research design
- Purpose / Goals of research design
- Characteristics of a good research design
- Different types of research design
- Advantage of designing research design.

Unit -3 Research technique and tools

- Meaning, need and Purpose of data collection
- Questionnaire, Interview and observation schedule
- Sampling technique and sampling error
- Scale and check list

Unit-4 Data analysis and interpretation

- Statistical Methods: Concepts, Definition and Basic steps and factors involved;
- Measures central tendency: Mean, Median and Mode;
- Measures of Dispersion: Range, Mean Deviation and Standard Deviation;
- Measure of Variability and Correlation, t-test, z-test, ANOVA.

Unit -5 Research Reporting

- Meaning definition and need of research design;
- Structure, style , contents;
- Guidelines for research reporting;
- Style manuals – Chicago – MLA-APA etc;
- E-citation and methods of research evaluation.

Core Course – C7
Management of Library and Information Centers/Institutions
TM 100(Internal Assessment 30 + Theory 70) (Credit 4)

Unit- 1 Advanced Management Perspectives

- Concepts and schools of Management thoughts
- Management Information Science
- Functions and Principles of Scientific Management
- Total Quality Management
- Change Management: concept and need
- Performance Measurement

Unit- 2 Human Resource Management

- Human Resource Management: Selection, Recruitment, Training, Development, Performance Appraisal
- Organizational Behavior
- Managerial Quality and Leadership
- Human Resource Planning and Development for Digital Environment

Unit- 3 Financial Management

- Budgetary Control and Techniques
- Costing Techniques
- Cost Analysis
- Resource Mobilization and Outsourcing

Unit- 4 System Analysis and Design

- Library Planning: Basic Concepts, Types and Procedures,
- System Approach
- Work Flow and Organizational Routine
- Monitoring and Control Techniques,
- Performance Management

Unit- 5 Collection management in electronic environment

- Electronic resources
- E-consortia

Core Course - C8
Information Analysis, Repackaging and Consolidation
F'M 100(Internal Assessment +Theory70) (Credit 4)

Unit- 1 Repackaging and Consolidation

- Packaging and Re-Packaging: Concept, Need, Purpose and Criteria
- Content Analysis
- Information Consolidation Products: Concept, Types, Design and Development
- Information Intermediaries

Unit- 2 Information Analysis and Consolidation Centre's

- Genesis of Information Analysis and Consolidation(IAC) centre's
- Planning and Management of IAC centre's
- Data centre and Referral Centre
- IAC Centre's in India

Unit- 3 Tools for IAR

- Indexes, Abstracts, Reviews, Digests, Markets, Surveys
- Different Types of Abstracts
- Guidelines in Preparing Abstracts
- Canons of Abstracting

Unit- 4 Information Products

- Nature Concept and Type
- Design and Development
- Information Newsletter, House Bulletin, In-House communications,
- Trade Reports, Technical Digest, and Trend Reports, state-of- the -art- reports

Unit- 5 Trends in Information Analysis, Repackaging and Consolidation

- Electronic Content Creation
- Online Information System and Information Networks
- International standards for Database Design and Development

Core Course - C9

Information Technology: Application (Practice)

TM 100 (Internal Assessment 30 + Practice 70) (Credit 4)

Unit-1 Library Automation Software: CDS/ISIS and/or WINSIS

- Software Installation/Uninstallation
- Creation of Worksheet, Data entry Fields, FST, FDT
- Searching Through WINSIS or CDS/ISIS
- Display of Search Results

Unit-2 Integrated Library Management Software

- Integrated Library Software packages: SOUL/koha
- Modules such as Acquisitions, Cataloguing, Circulation, Serial Control, Administration and OPAC
- Installation of ILMS Software

Unit-3 Digital Library Software

- Overview of Digital Library Software: Greenstone, e-prints
- Creation of Digital Repository through D-Space and/or Greenstone

Unit- 4 Web designing

- Creation of web page using HTML
- Creation of blogs

Unit5: Content Management Software

- Function and use of any Content Management Software: Joomla, Drupal

Ability Enhancement Compulsory Course -AECC1

Media and Information Literacy

TM 50(Internal Assessment20 + Theory 30) (Credit 2)

Unit-1 Media and Information Literacy

- Media and Information literacy (MIL) definition, need and purpose,
- Role of MIL in the Society
- Theories and models of MIL
- MIL policies and strategies

Unit-2 Information Literacy

- Information Literacy Standards: Foundations & Implications
- Information Literacy Guideline :UNESCO, IFLA and ALA
- Data Literacy: Definition, Importance and scope
- Digital Literacy: emerging web service

Unit-3 Ethics and Laws

- Media and information ethics: cyber laws and ethics
- Social Media Platforms and Tools
- Media Ethics

Skill Enhancement Course - SEC1
Technical Writing and Content Development
TM 50(Internal Assessment 20 + Theory 30) (Credit 2)

Unit- 1 Structure and Functions of Technical Communication

- Structure : Definition, Purpose, Characteristics and Functions
- Collection, Organization and Presentation of Data including Illustration
- Characteristic Features of Technical Writing
- Linguistic as medium of Expression of Thought

Unit- 2 Content Analysis

- Concept and Scope
- Technical Quantitative and Qualitative
- Content Analysis-Applications (generation of Information Services and products)

Unit- 3 Content Developments

- Content Development: Context setting, Norms and Guidelines
- Content Development software: JOOMALA, DRUPAL etc.
- Abstract Development, Citation styles

Generic Elective - GE1

Digital Library: Fundamentals

TM 100 (Internal Assessment 30 +Theory70) (Credit 4)

Unit- 1 Digital Libraries

- Digital Libraries: Concept and Definition
- Historical development of digital libraries
- Digital Libraries Planning and implementation
- Digital Library Services

Unit- 2 Digital Libraries-Hardware

- Software, Hardware and best practices
- Scanners and scanner types;
- OCR and OCR software
- Major component of Digital Library

Unit- 3 Digital Libraries-Software

- Open source software;
- Dspace, GSDL: Features and comparative study of Dspace, Eprints and Fedora
- Open standards and File formats, harvesting metadata
- Open Access and Digital Library

Unit- 4 Digital preservation

- Digital Preservation: scanning and OCR
- Persistent identifiers: DOI and CNRI Handles;
- Multilingual digital repositories

Unit- 5 Preservation, Its Impact on Collection Development

- Preservation: Need, Areas, Limitations and Safeguards
- Preservations: Methods and Remedies
- Impact of IT on Collection Development

Generic Elective –GE2

Information Sources, Systems and Programmes

TM 100(Internal Assessment 30 + Theory 70) (Credit 4)

Unit- 1 Information Sources

- Physical medium of information
- Print Media, Multimedia (Hypermedia) and Hypertext
- Non- Print Media: Microform, Electronic and Optical Media
- Evaluation of information sources- Print and electronic

Unit- 2 Information Sources for Users

- Content Analysis and its Correlation to Clientele
- Customized Organization of Information Sources
- Citation Analysis of Information Sources and their Use
- Aid to information

Unit- 3 Information Sources, Systems and Programmes

- Humanities
- Social Science
- Science and Technology
- Non Disciplinary Studies

Unit- 4 Information Experts as Resource Persons

- Library and Information Personnel
- Science and Technology Information Intermediaries
- Database Designers and Managers
- Media Personnel as Sources of Information

Unit- 5 Users and their Needs

- Information Needs of Users
- Categories and Nature of different Information users
- Information Seeking Pattern
- User Studies/User Education: Concept, Types and Methods
- Information Literacy Skills: An Introduction

