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ताळगांव पठार
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(Accredited by NAAC)

GU/Acad –PG/BoS -NEP/2023/287 Date: 16.08.2023

Ref: GU/Acad –PG/BoS -NEP/2022/339/29 dated 20.08.2022

CIRCULAR

In supersession to the above referred Circular, the updated approved Syllabus with revised Course Codes of the **Master of Library and Information Science (M.L.I.Sc.)** Programme is enclosed.

The Dean/ Vice-Deans of D.D. Kosambi School of Social Sciences and Behavioural Studies are requested to take note of the above and bring the contents of the Circular to the notice of all concerned.

ASHWIN VYAS LAWANDE
Digitally signed by ASHWIN VYAS LAWANDE
Date: 2023.08.16 15:17:23 +05'30'

(Ashwin Lawande)
Assistant Registrar – Academic-PG

To,

1. The Dean, D.D. Kosambi School of Social Sciences and Behavioural Studies , Goa University.
2. The Vice-Deans, D.D. Kosambi School of Social Sciences and Behavioural Studies , Goa University.

Copy to:

1. The Chairperson, Board of Studies in Library & Information Science.
2. The Programme Director, M.L.I.Sc, Goa University.
3. The Controller of Examinations, Goa University.
4. The Assistant Registrar, PG Examinations, Goa University.
5. Directorate of Internal Quality Assurance, Goa University for uploading the Syllabus on the University website.

GOA UNIVERSITY

D. D. Kosambi School Of Social Sciences And Behavioiural Studies
Master Of Library And Information Science Programme

Course Structure Of The Master Of Library And Information Science

Semester I		
Discipline Specific Core (DSC) Courses		
Course Code	**Title of the Course**	**Credits**
LIS - 500	Library, Information and Society	4
LIS - 501	Knowledge Organisation: Library Classification (Theory and Practice)	4
LIS - 502	Management and Functional Operations in Libraries	4
LIS - 503	Reference and Information Sources	4
Discipline Specific Elective (DSE) Courses (Any one course to be opted)		
Course Code	**Title of the Course**	**Credits**
LIS - 521	Information and Communication Technology (ICT)- (Theory & Practice)	4
LIS - 522	Preservation and Digitization	4
LIS - 523	Industrial Information System	4
Semester II		
Discipline Specific Core (DSC) Courses		
Course Code	**Title of the Course**	**Credits**
LIS - 504	Information Services and Systems	4
LIS - 505	Knowledge Organisation: Library Cataloguing (Theory and Practice)	4
LIS - 506	Library Automation, Databases and Networking (Theory & Practice)	4
LIS - 507	Information Retrieval	4
Discipline Specific Elective (DSE) Courses (Any one course to be opted)		
Course Code	**Title of the Course**	**Credits**
LIS - 524	Communication Skills in LIS	4
LIS - 525	Data Mining and Knowledge Discovery	4
LIS - 526	Scholarly Communication	4

Semester III		
Research Specific Elective (RSE) Courses		
Course Code	**Title of the Course**	**Credits**
LIS - 600	Research Methodology	4
LIS - 601	Research Publication and Ethics	4
Generic Elective (GE) Courses (Any three courses to be opted)		
Course Code	**Title of the Course**	**Credits**
LIS - 621	Digital Library Systems	4
LIS - 622	History of Books and Reading	4
LIS - 623	Information Literacy	4
LIS - 624	Academic Libraries System	4
LIS - 625	Marketing of Library Information Products and Services	4
Semester IV		
Research Specific Elective (RSE) Courses (Any one course to be opted)		
Course Code	**Title of the Course**	**Credits**
LIS - 602	Technical Writing	4
LIS - 603	Intellectual Property Rights	4
LIS - 604	Bibliometrics and Related Metrics	4
LIS - 605	Library Use and User Studies	4
LIS - 606	Web Technology	4
LIS - 607	Public Libraries System	4
LIS - 608	Specialist Libraries System	4
Discipline Specific Dissertation (DSD)		
Course Code	**Title of the Course**	**Credits**
LIS - 651	Dissertation	16

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 500
Title of the Course : Library, Information and Society
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1. To familiarise the students with the basic philosophy of Library and Information Science. 2. To differentiate types of libraries, their functions and their role in the society. 3. To educate the students about the Five Laws of Library and Information Science. 4. To familiarise with the status of library legislation in India with special reference to Goa library legislation. 5. To understand the role and functions of various professional bodies in the development of libraries and information centres.	
Course Content:	1. Library and Society Evolution of Knowledge Society, Components, Dimensions, and Indicators of Knowledge Society, Knowledge based Institutions: Different kinds; Objectives and functions; Library as a social and knowledge institution, Development of Library Movement in India, Individual Contribution of Maharaja Sayajirao Gaekwad III, Types of Libraries: Features, Functions, Characteristics, Objectives, and Activities, Public Libraries Services: By age group - Children, Teens and youth, Senior citizens, For rural citizens, Other services: Door delivery of literature at hospitals, places of work, waiting rooms, etc.; Friends of libraries movement; Collaboration for joint programmes; Database of events and places of local importance (text and photos), Academic / Specialists Libraries, Information, Information Science, Information as a resource/commodity, Information society, Contributions of Belkin, Robertson, Derwin, Ingwersen, Information Transfer Cycle-Generation, Collection, Storage and Dissemination, Communication Theories and Models. Barriers to communication. Levels of communications – Intrapersonal, Interpersonal and Mass Communication.	No. Of Hours 20 Hours
	2. Laws of Library Science: Dr. S.R. Ranganathan: His contribution to Library Science, Five Laws of Library Science and their implications, Development of Libraries in India with special reference to Goa, Library Legislation: Need, Purpose and Factors, Public Library Acts in Indian States, Detailed study of Goa Public Library Act 1993, Delivery of Books and Newspapers Act; Right to Information Act; IPR, Copyright and Plagiarism, LIS education.	20 Hours
	3. Library Associations: Library Profession: Librarianship as a profession, Professional Skills and Competencies, Professional ethics. Library Promoters, Public Relations, and Extension Activities: National level promoters – RRRLF, UGC. International level- UNESCO, Library Associations - ILA, IATLIS, IASLIC; International Library Associations – IFLA, FID, ALA, SLA, and LA, ASLIB, National Knowledge Commission: Role, Functions, Services.	20 hours
Pedagogy:	Lectures, discussions, student presentations	
References/	1 Bala, H. (2010). Towards building a knowledge Society. USA: Author press.	

Readings:	2 Bhatt, R. (1995). History and development of libraries in India. New Delhi: Mittal Publications. 3 Buragohain, A. (2000). Various aspects of librarianship and information science. New Delhi: Ess Ess Publications. 4 Issac, K. (2004). Library legislation in India: A critical and comparative study of state acts. New Delhi: EssEss Publications. 5 Prajapati, R. (2013). Foundations of library and information science. New Delhi: Discovery Publishing House. 6 Ranganathan , S. R. (1999). The Five Laws of Library Science. Bangalore: Sarada Ranganathan Endowment for Library Science. 7 Rout, R. (1986). Library legislation in India: Problems and prospects. New Delhi: Reliance. 8 Rowley, J., & Hartley, R. (2017). Organizing knowledge: an introduction to managing access to information. Routledge. 9 Venktappaiah , V., & Madhusudhan, M. (2006). Public library legislation in the new millennium. New Delhi: Bookwell. 10 Webster, F. (2014). Theories of the information society. (4th ed.). Routledge. 11 Wiegand , W. A. (1994). Encyclopedia of Library History. New York: Garland Publishing
Course outcomes:	1. The students will have in depth understanding about the evolution and history of early libraries in the world. 2. Will obtain information about various contributors in the field of libraries at national and international levels. 3. Students will study the 5 laws of library science. 4. Gather knowledge of various types of libraries that exists with respect tom its objectives, functions and services.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 501
Title of the Course : Knowledge Organisations: Library Classification Theory and Practice
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	To introduce students to the basic concept and aspects of classification. The course will highlight salient features of major classification schemes.	
Course Content:	1. Knowledge Organization – Basics of Classification, Concepts of Classification: Definition, need, and purpose. Notation. Species of Library Classification, Universe of Knowledge - Concept, Meaning and Definitions; Groups and Class, Attributes, Characteristics. Modes of formation of subjects.	No. Of Hours 10 hours
	2. Theory and Development of Library Classification: Developments in Library Classification, Description and Dynamic Theory. Classification Research Group, Contribution of Dr S. R. Ranganathan - Postulates, Canons, and Principles. Fundamental categories, Facet analysis, Facet sequence, Phase Relations, Devices in library classification, Arrays, Chains.	5 hours
	3. Methods of Knowledge Organization: Notation: Types and functions. Mnemonics, Concept of call number, Book number, and Collection number, Devices and indicator digits. Common Isolates and Auxiliary Tables.	5 hours
	4. Study of Universal Schemes of Library Classification and Current Trends: Salient features of Dewey Decimal Classification, Universal Decimal Classification, Colon Classification, and Library of Congress Classification, Current Trends in Library Classification – Web Dewey, Classification in online systems, Taxonomies, Folksonomy.	10 hours
	5 Book Classification Practice: Classifying the documents according to Dewey Decimal Classification (Latest Edition). Classification of simple documents. Classification of documents using common and special auxiliary tables. Classification of complex documents.	30 hours
Pedagogy:	Lectures, discussions, Practical using Dewey Decimal Classification book	
Course outcomes:	1 To introduce students to the basic concept and aspects of classification. 2 The students will learn about different library classification schemes. 3 The students will get interdisciplinary ideas about modes of formation of subjects. 4 The student will be able classify the library documents.	

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 502
Title of the Course : Management and Functional Operations in Libraries
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	The course is designed to understand the basics of library management theories, terminology and methods along with current issues relevant to the management of libraries and information centres and to learn the leadership and team dynamics in managing the libraries.	
Course Content:	1. General Principles of Management: Management: Meaning and Definitions. Role, Functions and Principles of Management. Schools of Thought in Management. Levels of Management, Personnel Planning and Participative Management: Meaning, Need & Purpose of Personnel Planning, Elements of Personnel Planning, Methods and Techniques of Personnel Planning, Participative Management, Leadership, Organisational Style, Total Quality Management (TQM), Implementation of TQM and its barriers, Management Information System (MIS), Meaning and Definition of MIS,Scope, Objectives and Purpose of MIS, Characteristics of MIS, Benefits of MIS, Problems in developing MIS.	20 hours
	2. Human Resource Developments (HRD) Meaning, Need and Purpose; Components of HRD-Strategic and Operational Planning, Human Resource Management: Staffing Standards, Job Analysis and Description, Job Evaluation, Staff selection and recruitment; Motivation, Delegation, Decision Making; Education, Training and Development; Job evaluation and Performance Appraisal; Cost effectiveness and Cost Benefit Analysis (PERT & CPM) Leadership Qualities, Interpersonal Relations.	10 hours
	3. Financial management: Sources of finance, Mobilisation of financial resources, Budgeting - Methods and Techniques. Budgetary Control, Outsourcing, Functions and Principles of Financial Management; Application to Library and Information, Centers, Surveys and feedback, Organisational structure.	15 hours
	4. Physical Planning of Libraries: Library Building, Library furniture, Library equipment, Standard specification, Sign display boards; Ventilation, Lights, Interior decor.	5 hours
	5. Functional operations in Libraries: Selection Principles, Selection Tools and their importance, Acquisition Procedure for books and non-book material (Accession Register, Periodical Registers) and Technical Processing and Circulation. Stock Verification, Weeding Policies, Performance Evaluation of Library and Information Centres, Library committee. Library Rules and Regulations, Library Statistics, Annual Reports.	10 hours
Pedagogy:	Lectures, discussions and presentations	
References/Readings:	1 Agrawal, O. (1993). Preservation of Art, objects and Library Materials. New Delhi:National book Trust. 2 Burge, R. H. (2017). Financial Management of Libraries and Information Centers .California: Libraries Unlimited.	

	3 Chapman, L. (2001). Managing Acquisitions in Library and Information Resources. London: Library Association. 4 Kumar, K. (1982). Library Manual. New Delhi: Vikas Publishing House. 5 McDonald, A. (2016). Management of libraries. New York: Magnum Publications. 6 Mittal, R. (1984). Library Administration. New Delhi: Metropolitan. 7 Ranganathan, S. (1960). Library Management. Bombay: Asia. 8 Sharma, P. &. (2013). Collection development and management in libraries and information centres in digital scenarios. New Delhi: SSDN Publishers. 9 Singh, R. (1993). Conservation of Documents in Libraries, Archives and Museums. NewcDelhi: Aditya. 10 Taylor, S. (2018). Management of Libraries and Information Centres. US.
Course Outcomes:	After completion of this course the student will: 1 Know the term 'management' as applied to libraries and information centre 2 Identify the fundamental components of management, planning, organizing, staffing, directing, control and innovation. 3 Equip with the skills of managing resources, budget, human resourcesand time and 4 Know the management skills required in libraries and information centres.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 503
Title of the Course : Reference and Information Sources
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Objectives:	This paper highlights the characteristics of different information sources and aims to teach to identify the different types of information sources available and how these sources can be used to satisfy the various types of information needs of the users. It also intends to impart skills to critically examine and evaluate the various types of print and e-resources before acquiring them in the library.	
Course Content:	1. Information Sources: Information sources**:** Meaning, Definition, Nature, Evolution, Characteristics, Functions, Importance. Types of sources and Criteria for evaluation	No. Of Hours 15 hours
	2. Documentary sources (Print and Digital) Primary Sources: Journals and Newspapers; Patents; Technical Reports, Standards and Specifications; Conference proceedings; Trade literature; Theses and Dissertations. Secondary Sources: Dictionaries, Encyclopaedias, Yearbooks and Almanacs, Biographical sources, Geographical sources, Bibliographical sources, Abstracting and Indexing periodicals, Handbooks and Manuals, Statistical information sources and Databases. Tertiary Sources: Monographs, Textbooks, Directories, Guides to reference sources, Bibliography of bibliographies, Union Catalogues, etc.	15 Hours
	3. Non-Documentary Sources: Human Sources: Technological gatekeepers, Invisible colleges, Information consultants, Experts/ Resource persons, Representatives of firms, Personal home pages, Common men (Priest, Village head, Postman, Receptionist, etc.) and others. Institutional/Organizational Sources: Government, Ministries and Departments, R&D organizations, Learned societies, Publishing houses, Press, Broadcasting stations, Museums, Archives, Data banks, Information Analysis Centers, Referral Centers, Exhibitions & Trade fairs, Institutional Websites, Meta resources (Subject gateways, virtual libraries, digital libraries, institutional repositories etc.)	15 Hours
	4. Practice: Evaluating sources, Study and evaluation of documentary sources. Evaluation of print and E-sources. Study of the features and functionality of print and electronic resources (e.g. Dictionaries, Encyclopaedias, Abstract Databases, Federated search engines, Full Text Databases, Citation Databases, Directories, Repositories, etc.)	15 hours
Pedagogy:	Lecture method / assignments / self-study / practical learning / blended learning	
References/Readings:	1 P. Alan, T. Gwyneth and S Goff, The Library and Information Professional's Guide to the World Wide Web. London: Facet Publishing, 1999 2 G. G. Chowdhruy and S. Chowdhury, Searching CD-ROM and Online Information Sources. London: Facet Publishing, 2001 3 G. G. Chowdhury and S. Chowdhury, Information Sources and Searching on the World Wide Web. London: Facet Publishing, 2001. 4 M.A. Gopinath, Information Sources and Communication Media. Bangalore: DRTC, 1984. 5 A. Y. Kenchakkanavar, "Types of E-resources and Its Utilities in Library", International Journal of Information Sources and Services, vol.1, no.2, 2014.	

	6 W. A. Katz, Introduction to Reference Work, London: Butterworths, 2000 7 K. Kumar, Reference Service. New Delhi: Vikas, 2003. 8 I.K.R. Rao, Electronic Sources of Information. Bangalore: DRTC, 2001. 9 Sewasingh (2001). Hand Book of International Sources on Reference and Information. New Delhi: Crest Publication, 2001. 10 J.S. Sharma and D.R. Grover, Reference Service and Sources of Information. New Delhi: ESS ESS, 1998. 11 A.J. Walford, Guide to Reference Materials. London: Library Association, 1990. 12 M. Lesk, Practical Digital Libraries: Books, Bytes and Bucks. San Francisco: Morgan Kaufmann, 1997. 13 S. Ormes, and L. Dempsey, Eds., The Internet, Networking and the Public Library. London: Library Association, 1997. 14 J.K. Sharma, Print Media and Electronic Media: Implications for the Future. Delhi: Authors press, 2003.
Course outcomes:	1. The students will get an in-depth knowledge about the different types of sources and the information contained in them. 2. They will learn how to use the different information sources to satisfy the varied information needs of the users. 3. Since the growth of information publishing has largely increased, students will know how to critically evaluate information sources so that effective services can be provided. 4. Apart from printed information sources, they will also learn about the different informal sources of information.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 521
Title of the Course : Information and Communication Technology (ICT) – (Theory & Practice)
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1. To prepare the students to streamline the library processes using computer technology, and meet the information needs of the users by providing efficient services. 2. Providing hands on experience in use of application software, Integrated Library Management Software (ILMS) 3. Acquainting the learners with the different Internet search techniques.	
Course Content:	1. Information Technology: Information Technology - Concepts, Definition, Components and Applications, Characteristics, Applications, Generations and Types of Computers. Components of a computer: Central Processing Unit, Input and Output devices, Internal and External storage devices, Computer software: Types and Categories, Programming concepts: System Analysis, Algorithms and Flowcharts, Open source and Proprietary software, System software: Purpose, Operating Systems, Microsoft Windows, UBUNTU, Application software: Office Applications and an overview of Integrated Library Management Systems (ILMS) Software like KOHA, NewGenlib, LibSys, e-Granthalaya etc.	No. Of Hours 10 hours
	2. Networking: Computer network: Types, and Topologies, Internet: Evolution, Importance and Applications, Network security. Internet browsers, Software suites, Anti-virus programs, Sharewares, Web design tools, HTML Editors. Search Engines, Interactive and Distributive Services. Wireless and Mobile Networks. E-mail and E-Messaging, WWW, Web 2.0 tools and their application to libraries and information centres.	10 hours
	3. Practical: Microsoft Office (Word, Excel, PowerPoint, Publisher) Open Office / LibreOffice / G-Suite	20 hours
	4. Practical: Installation and hands on practice ILMS (Koha, e-Granthalaya) Search Techniques, Markup Language, DBMS, Installation of OS (Microsoft Windows, UBUNTU)	20 hours
Pedagogy:	Lectures, discussions, and presentations	
References/Readings:	1. Kumar, A. (Ed.) (2006). Information Technology for all (2 vols.). New Delhi: Anmol. 2. Croucher, P. (1996). Communications and Networks. 2nd ed. New Delhi: Affiliated East West. 3. Shrivastava, R. K. (2001). A: Textbook of Information technology, Delhi: Dominant publishers. 4. Shroff, R. (2000). Computer Systems and Applications, Mumbai: Himalaya 5. Madan, S. (2007). Information Technology. 4th ed. Taxmann. 6. Croft, W. B.; Metzler, D & Strohman, T. (2015). Search Engines: Information Retrieval in Practice. Pearson Education. 7. Gralla, P & Troller, M. (2006). How the Internet works. Que Publishers 8. Bachaalany, E & Koret, J. (2015).The Antivirus Hacker's Handbook. Wiley Publishers 9. Kentie, P. (2001). Web Design Tools and Techniques. Peachpit Press 10. Manvi, S. & Kakkasageri, M. (2016) Wireless and Mobile Networks: Concepts & Protocols. Wiley	

	11. Beighley, L. & Morrison, M. Head first : PHP & MySQL, OREILLY Publications. 12. Singh, V.P .(2016). Quintessential Course on MS Office 2016: Including Word, Excel, Power point, Access, Outlook and more. Delhi: Computer Publications Ltd. 13. Lavanya, R. HTML 5, Ane Books
Course outcomes:	1. The students will gain understanding about the information technology and its use 2. The students will gain knowledge in the application of artificial intelligence and otherWeb technologies in the libraries, 3. The students will be able to use productivity software like Microsoft Office, Open Office and Libre office, 4. The students will be able to use library management software like KOHA and E-Granthalaya used in library automation.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 522
Title of the Course : Preservation and Digitization
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	To demonstrate the student the importance of preservation and digitization along with techniques and methods.	
Course Content:	1. Preservation: Preservation: Concept, Meaning of terms, General approach to conservation and preservation, Artifacts and Image preservation, Measures and Challenges for Preservation.	No. Of Hours 10 hours
	2. Preservation Methods: Preservation of different objects and its methods, Conservation of Museums, Library and Archival materials and Sound recordings, Methods of Preservation- Climatic, Humidity and Temperature control, Light, Insects, Fungus and Fire, Binding: Bookbinding, Classification of binding, Material used for casing and binding, Binding of different types of library material: Pamphlet, Books, Journals, Periodicals, Serials, Manuscript and Maps.	10 hours
	3. Evolution of Library Materials: Evolution of Library materials – Stone, Metals, Clay tablets, Papyrus, Animal skin, Birch bark, Palm leaves, Paper – History, Production and Varieties of paper, Paper Measurement Units.	10 hours
	4. Techniques for Antiquities: Preservation Techniques for antiquity, Salient features of antiquity, Storing environment, Causes and Nature of deterioration- Manuscript, Books, Periodicals, Newspapers and Pamphlets. External causes and Human causes of deterioration, Fumigation, Repair and maintenance. Creation of Metadata for rare materials	10 hours
	5. Preservation of Non-Book Materials: Preservation of Non-Book Materials – Physical environment, Circulation Policy, Maintenance and upkeep of equipment, Storing and Handling, Film, Media, Magnetic and Plastic materials.	10 hours
	6. Digitization: Meaning, Process, Digitization of print based documents, Video Digitization, Audio digitization, File format, Content criteria and Related software.	10 hours
Pedagogy:	Lectures, discussions, book reviews, debates and presentations	
References/ Readings:	1. Balloffet, N. &. (2004). *Preservation and Conservation of Libraries and Archives.* New York: ALA Editions. 2. Gerdes, L. (2013). *What is the Impact of Digitising Books?* New York: Greenhaven Publishing. 3. India, N. A. (1988). *Repair and Preservation of Records.* New Delhi: National Archives of India. 4. Kurlansky, M. (2017). *Paper - Paging through History.* New York: W.W.Norton and Company. 5. Mackay, N. (2007). *Curating Oral Histories.* California: Left Press Inc. 6. O.P., A. (1993). *Preservation of Art Objects and Preservation of Records.* New Delhi: National Book Trust. 7. Prajapathi, C. (1997). *Library Materials. Their Enemies and Need of First Phase Conservation.* New Delhi: Mittal Publication. 8. Singh, A. (1993). *Conservation of Documents in Libraries, Archives and Museums.* New Delhi: Aditya Prakashan. 9. Singh, R. (2007). *Information Management in Archives and Libraries.* New Delhi:	

	Aakar Publication.
Course outcomes:	After completion of this course the student will: 1. Know the importance of rare documents and its preservation for national posterity. 2. Acquaint with the different methods used for preservation of print material. 3. Understand the planning of digital preservation . 4. Able to know the technical requirement for digitization.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 523
Title of the Course : Industrial Information System
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	• To create awareness among learners about the economic viability of information. • To familiarise the learners with required information with reference for claiming ownership rights of trademarks, patents, and other intellectual property rights. • To make the students understand the trends in the field of library and information science education and research.	
Course Content:	1. Scientific and Technological Information: Fundamentals pertaining to the application of science, Design principles, "how-to-do-it" information on processes, Materials handling and operation, Information on Standards and Specifications, Material properties, Scheduling and foremanship, Patent information.	No. Of Hours 15 hours
	2. Financial Information: Prices of materials and services, Rates, Marketing studies, Financial conditions, Insurance, Taxation, Competitive position, and Procurement sources.	10 hours
	3. Legal Information Framework: Regulatory information – such as codes, ordinances, statutes, and decisions; extent of trade cooperation, taxation and legislative liaison.	10 hours
	4. Personnel and Labour Matters: Personnel Information Labour Relations Matters, Management and supervision, Practices; Industrial Policies, Recreation requirements, Recruiting sources and Tests.	10 hours
	5. Public Relations: Information and the attitude of the local or regional area towards the industry, Responsibilities of the organisation towards the local and regional level.	15 hours
Pedagogy:	Lectures, discussions and presentations	
References/Readings:	1. Breeding, M. (2014). *Resource Sharing in Libraries: Concepts, Products, Technologies, and Trends.* Chicago: American Library Association, 2. David Baker, D., Evans, W., & Hines, S. H. (2017). *Innovation in Libraries and Information Services.* United Kingdom: Emerald. 3. Feng, D. D., Siu, W.-C., & & Zhang, H.-J. (2003). *Multimedia Information Retrieval and Management: Technological Fundamentals and Applications.* Berlin: Springer Berlin Heidelberg. 4. Fuchs, C., & M, A. C. (2018). *Organization, Representation and Description Through the Digital Age: Information in Libraries, Archives and Museums.* Berlin: Walter de Gruyter GmbH. 5. Gupta, B. M. (1988). *Handbook of libraries, archives and information centres in India. 6, International cooperative information systems, networks and programmes.* New Delhi: Segment Books. 6. Hakansson, C. &. (2015). *Competitive intelligence for information professionals.* Waltham: Chandos Publishing. 7. Hider, P. (2015). *Information Resource Description: Creating and managing metadata.* London: Facet Publishing. 8. Hyde, M. (1988). *Library and information services to business and industry: study on levels of service, related costs and charging systems.* London: British Library Research & Development Department. 9. Kapitzke, C. &. (2013). *Libr@ries: Changing Information Space and Practice.* Hoboken: Taylor and Francis.	

	10. Lemieux, V. L. (2016). *Building trust in information: perspectives on the frontiers of provenance.* Cham: Springer. 11. Lidman, T. (2008). *Scientific libraries: past developments and future changes.* Oxford: Chandos. 12. Mason, D. M. (1991). *Information for industry.* Chicago: Library Association Pub. 13. Polanka, S., Sanchez, J., Dunie, M., & & Michael, Z. (2015). *E-content in libraries: marketplace perspectives.* Chicago: ALA TechSource.
Course outcomes:	1. At the end of this course students will learn about scientific and Technological information such as materials handling, information about processes and standard, patent information. 2. This course will lead students in identifying what are the informational needs of industries especially in IT sector 3. Knowledge about various aspects of legal information such as codes, ordinances, statues 4. Preparation for job opportunities in private companies requiring library services.

(Back to Top)

SEMESTER II
Name of the Programme : Master of Library and Information Science
Course Code : LIS – 504
Title of the Course : Information Services and Systems
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	To familiarize the students with various information services provided by libraries and how information repackaging and consolidation can produce better services in the digital era.	
Course Content:	1. Reference & Information services: Reference and Information Services - Introduction to references services, Types and Needs, Trends, Reference Interview, Online reference service. Information services: Current Awareness Services (CAS): SDI, Indexing and Abstracting Service, Alerting services- ListServs and other email based services. Survey of Listserv in different disciplines, Developing FAQs, Document delivery.Virtual Reference Desk (VRD): Management, technology and resources. Readers Advisory Service.	No. Of Hours 15 hours
	2. Information consolidation and Repackaging: Information consolidation and repackaging: Content analysis. Information products: Concepts, Definition, Need & Trends. Marketing concepts: Corporate mission; Marketing Strategies. Concept of marketing in Non-profit Organizations, Marketing Mix, Branding and Advertising. Marketing Plan & Research, Costing and Pricing of information products and services.	15 hours
	3. Information Systems: Information systems: Basic concepts, Meaning, Objectives and Functions. Components of Information System: Structure, Functions and Services, Libraries, Documentation Centres, Information centres, Data centres, Information analysis centres, Clearing houses, Data banks, Data Curation centres, Museums, Memoirs, Institutional Repositories, Open Archives, Referral, Translation Centres, and Publishing Houses. Information Policies and Programmes, Planning, Design and Evaluation of Information systems	15 hours
	4. Documentation Centres: Library Networks: Historical development of Library Cooperation and Networking, Functions, Activities, Advantages. Study of National Documentation Centres, Information Systems and programmes. Study of International Information Systems and programmes. Resource Sharing and Networks: Consortia- Importance and Objectives. Study of Information networks- OCLC, INFLIBNET, DELNET.	15 hours
Pedagogy:	Lectures, discussions, presentations, documentaries,	
References/Readings:	1. Sunitha, Documentation Services in India: A Review of Some Selected Documentation Centres. New Delhi: Academic Publications, 1998. 2. B. Guha, Documentation and Information: Services, Techniques and Systems. Calcutta: World Press, 1983. 3. B. M. Gupta, Handbook of Libraries, Archives, Information Centres in India. New Delhi: Aditya Prakshan,1991.	

	4. K. Kumar, Reference Service. New Delhi, Vikas, 1990. 5. A. Neelameghan and K. N. Prasad, Eds., Information Systems and Services in India. Bangalore: SRELS, 2005. 6. B. Cronin, Marketing of Library and Information Services. London: ASLIB, 1981. 7. E.D.S. Eileen, Marketing Concepts for Libraries and Information Services. London: Facet Publishing, 2002. 8. A. K. Jain, Ed., Marketing of Information Products and Services. Ahmedabad: IIM, 1995. 9. G. Singh, Information Sources, Services and Systems. New Delhi: PHI Learning, 2013. 10. A. Tripathi, and J. Lal, Library Consortia: Practical Guide for Library Managers. Cambridge: Chandos Publishing, 2016. 11. V. Horton, and G. Pronevits, Library Consortia: Models for Collaboration and Sustainability. ALA Editions, 2015. 12. T. A. Babu, L.S. Ramaiah, and S. C. Saxena, Vision of Future Library and Information Systems. Viva Books, 2007.
Course outcomes:	1. The students will learn the different services provided in the libraries. 2. They will understand the different information products to be offered to the users. 3. They will know the importance of marketing and how to market the library products to the users using digital tools in this digital era. 4. They will learn the importance of networking in resource sharing and the roles played by the different national and international documentation centres in providing library services.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 505
Title of the Course : Knowledge Organisation: Library Cataloguing (Theory and Practice)
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	The course is designed to equip students with theoretical and practical aspects of library cataloguing. The coursework provides students with a solid foundation in library cataloguing. The course highlights salient features of major library cataloguing codes and recent trends in cataloguing.	
Course Content:	1. Basics of Cataloguing: Resource Description: Concepts and definition. Nature of Library Catalogue: Definition, Need and Purpose. Forms of Library Catalogue: Physical and Inner forms. Resource sharing of bibliographic data: Meaning and Importance. Trends in cataloguing – Centralised Cataloguing, Co-operative Cataloguing, Union Catalogue, Pre-natal Cataloguing, Cataloguing in Publication. Kinds of entries, Data elements in different types of entries, Classified and Alphabetical. Filing Rules and Procedures. Indexing Systems and Techniques: Pre-coordinate, Post-coordinate, Derived. Choice and rendering of headings: Subject Headings, SLSH, LCSH, Chain Procedure.	No. Of Hours 10 hours
	2. Cataloguing codes: History and Developments of Cataloguing Codes. Salient features of AACR2 and CCC.	10 hours
	3. Cataloguing Standards: Standards of record formats and description: ISBD, MARC21, CCF, RDA, FRBR, BIBFRAME. Standards of Bibliographic Information Interchange and Communication: ISO 2709, Z39.50, Z39.71. Metadata Standards: Dublin Core, MARC, METS, MADS, MODE, EAD, RAD, RDF, XOBIS.	10 hours
	4. Knowledge Organization: Cataloguing Practical. Cataloguing of a book and non-book materials according to AACR2: Works of single and shared authorship, Editorial publications, Multivolume, Pseudonyms, and Seral publications. Creating MARC 21 records of Print documents and electronic resources. Cataloguing using RDA. Preparing simple and qualified Dublin Core records.	30 hours
Pedagogy:	Lectures, discussions, Practical using AACR2, MARC 21	
References/Readings:	1. Barbara, M. W. (Ed.). (1997). Sears List of Subject Headings. New York: HW Wilson. 2. Gorman, M. (2004). The concise AACR2. Chicago: American Library Association. 3. Hunter, E. J. (1998). Classification Made Simple. London: Clive Bingley. 4. Kumar, G., & Krishan, K. (2018). Theory of cataloguing. New Delhi: Vikas Publishing House. 5. Kumar, K. (1993). Cataloguing. New Delhi: Har Anand Publications. 6. Library of Congress. (2021, November). MARC 21 Format for Bibliographic Data. Retrieved from Library of Congress: https://www.loc.gov/marc/bibliographic/ 7. Maxwell, R., & Maxwell, M. (1997). Maxwell's handbook of AACR2R: Explaining and illustrating the Anglo American Cataloguing Rules and the 1993 Amendments. Chicago: ACA. 8. National Information Standards Organization (U.S.); American National Standards Institute. (2013). The Dublin Core Metadata Element Set : an American national standard. Bethesda, Md.: NISO Press. 9. Ranganathan, S. R. (2006). Classified catalogue code : with additional rules for	

	dictionary catalogue code. New Delhi: Ess Ess Publication for Sarada Ranganathan Endowment for Library Science. 10. Sears, M. E., & Carmen, R. (1986). Sears list of subject headings. New York: H. W. Wilson. 11. Sehgal, R. L. (1996). Cataloguing Practice: An Introduction to AACR-II. New Delhi: Ess Ess Publications. 12. Vishwanathan, C. G. (1983). Cataloguing Theory and Practice. Lucknow: Print House. 13. Wynar, B. S. (2004). Introduction to Cataloguing and Classification. Colorado: Libraries Unlimited.
Course outcomes:	1. After completing the course, the students will understand the basic principles of information description, subject analysis, indexing, and cataloguing. 2. Students will know various standards used in cataloguing. 3. The students will be able to apply cataloguing methods in libraries. 4. The students will understand the techniques in organising and retrieving information sources.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 506
Title of the Course : Library Automation, Databases and Networking (Theory & Practice)
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1. To have a better understanding of the historical, current, and future tendencies in library automation and technological evolution; 2. To familiarise oneself with the major companies in the library automation sector and their distinctive ILS products, both proprietary and open source; 3. To provide hands on training in the use of library software, digital library software's, web catalogues, ILMS, creating institutional repository with open source institutional repository software, effective search of online databases and search engines for academic and research work, developing skills in web page designing and use of Google tools.	
Course Content:	1. Library Automation: Definition, Need, Purpose, Barriers, Advantages. Historical development. Planning for library automation. Evaluation of library automation systems. Criteria for evaluation. Evaluation techniques. Standards relevant to library automation. Automation of Library Services /operations and application of modern technologies: Acquisition, Cataloguing, OPAC's, Circulation, Serials Control, CAS, SDI, ILL, Stock Verification, Reference Service, MIS, System Administration. Cloud based and Web based library automation. Application of Barcode and RFID Technology for Library Functions. Application of Artificial Intelligence (ML, DL), Augmented Reality, Virtual Reality, Digital Libraries Software (DSpace, Greenstone).	No. of Hours 10 hours
	2. Data Communication and Computer Networks: Introduction, Need for networking, Objectives, Advantages, Disadvantages. Data Communication – Components, Transmission Mode (Simplex, half duplex, full duplex), Analog and Digital Data Transmission, Data communication measurement (bandwidth). Transmission media (guided, unguided). Protocols and its functions, Communication Protocol (OSI Model). Network devices (NIC, Repeater, Hub, Bridge, Switch, Router, Gateway, Modem), File server, Workstation, Wireless networks.	10 hours
	3. Practical: Library Management System (LMS): Koha, e-Granthalaya, NewGenLib Webcats and WebOPAC's: LC catalogue, OCLC etc. Database searching and Internet searching, Search Engines	20 hours
	4. Practical: Digital Libraries Software: DSpace, Greenstone Website /Blog Development using WordPress, Blogger, Google Sites.	20 hours
Pedagogy:	Lectures, discussions, presentations	
References/Readings:	1. http://www.makebarcode.com/info/info.html 2. Carter, R. (1987). The Information Technology Hand Book. London: Henemann. 3. Jeanne, F. M. (2006). A Librarian's Guide to the Internet: A Guide to searching and evaluating information. Oxford: Chandos publishing. 4. Jones, R. (2006). The Institutional Repository. Oxford: Chandos publishing. 5. Kumar, P. (2004). Information Technology: applications (theory and practice). Delhi:B.R. Publication. 6. Lancaster, F. (1990). Electronic publishing and their implications for libraries and beyond. London: Clive bingley. 7. Lucy, A. T. (2005). An Introduction to computer-based library systems (Ed.3 ed.).	

	Chinchester: Wiley. 8. Malwad, N. (1996). Digital Libraries. Dynamics store-house of digitised information. New Delhi: New Age. 9. Patnaik, S. (2001). First textbook on Information Technology. New Delhi: Dhanpat Rai. 10. Rao, R. (1996). Library Automation. New Delhi: New age International. 11. Rich, E. a. (1994). Artificial Intelligence (2nd Ed. ed.). New Delhi: T.M.H. 12. Vishwanathan., T. (1995). Communication Technology. New Delhi: T.M.H. 13. Zorkoczy, P. (2005). Information Technology: An introduction. London: Otiman. **References - Websites** 1. www.google.com 2. www.yahoo.com 3. www.sciencedirect.com 4. https://www.jstor.org/ 5. https://jgateplus.com/search/ 6. http://classify.oclc.org/classify2/ 7. www.wordpress.com 8. www.blogger.com 9. https://ndl.iitkgp.ac.in/
Course outcomes:	1. At the end of the course the students will be able to apply the concepts and new technologies of Information and Communication Technology to the various tasks in the libraries and also develop new services. 2. The students will be able to perform library related tasks using ILMS. 3. The students will be able to create institutional repositories using open Digital Library Software, 4. The students will be able to develop library websites and blogs, effectively search online databases for information retrieval for academic and research purposes and use web-based tools effectively for library related tasks.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 507
Title of the Course : Information Retrieval
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	To introduce the concepts of information retrieval (IR), to familiarize the students with the different types of vocabulary control tools and the importance of vocabulary control tools in retrieving information. It also aims to acquaint the students with the various information retrieval models, and the trends in retrieval.	
Course Content:	1. Information Retrieval: Information Retrieval: Basic concepts, Definition, Objectives, Components, Functions. Evaluation of IRS: Purpose, Evaluation, Criteria, Steps of evaluation. Indexing: Meaning, Purpose, Need, Pre-coordinate Indexing, Post-coordinate Indexing, Automatic Indexing. Pre-coordinate Indexing - Chain procedure, POPSI, PRECIS, Keyword Indexing. Post-coordinate Indexing - Uniterm, Citation Indexing	No. of Hours 15 Hours
	2. Vocabulary Control: Meaning, Importance of vocabulary control, Controlled v/s Uncontrolled vocabulary. Vocabulary control tools: Subject heading, Thesauri, Thesaurofacet, Classaurus Thesaurus construction techniques and Practice	15 Hours
	3. Information Retrieval Models: Information Retrieval Models - Boolean Model, Vector Space Model, Probability Model. Case study of Controlled Vocabularies/ontologies	15 Hours
	4. Web Information Retrieval: Search Engines - Definition, Functions and Components of Search Engines, Meta Search Engines, Searching and retrieval, Full Text retrieval, User Interfaces.	15 hours
Pedagogy:	Lecture method / assignments / self-study / presentations	
References/Readings:	1. R. Alberico, M. Micco, Expert Systems for Reference and Information Retrieval. West Port: Meckler, 1990. 2. J. Atchison and A. Gilchrist, Thesaurus Construction: A Practical Manual. London: Aslib, 1972. 3. M. Bates, Understanding Information Retrieval Systems: Management, Types and Standards. Boston: Auerbach Publications, 2011. 4. G. G. Chowdhury, Introduction to Modern Information Retrieval. London: Facet Publishing, 2003. 5. W. B. Croft, D. Metzler and T. Strohman, Search Engines Information Retrieval in Practice. Pearson Education. 2015. 6. N. Ford, Expert Systems and Artificial Intelligence : An Information Manager's Guide. London : LA, 1991. 7. S. B. Ghosh and S. C. Biswas, Subject Indexing Systems: Concepts, Methods and Techniques. Calcutta: IASLIC, 1998. 8. S. Krishnamurthy and V. Akila, Web Semantics for Textual and Visual Information Retrieval. IGI Global, 2017. 9. G. Kowalski, and M. Maybury, Information Storage and Retrieval System: Theory and Implementation. Springer, 2002. 10. F. W. Lancaster, Information Retrieval Systems, Characteristics, Testing and Evaluation. London: Facet Publishing, 1968. 11. S.K. Pandey, Ed., Library Information Retrieval. New Delhi: Anmol, 2000. 12. U.S. Tiwary and T. Siddiqui, Natural Language Processing and Information Retrieval. Oxford University Press, 2008. 13. C. J. V, Rijsbergen, Information Retrieval. London: Butterworths. 1970.	

	14. B. C. Vickery, Techniques of Information Retrieval, London: Butterworths, 1970.
Course outcomes:	1. The students will understand the basic concept of information retrieval in libraries. 2. They will learn the different types of indexing and the role of indexing in retrieval. 3. Students will gain knowledge on various IR models and how IR is useful in the development of search engines. 4. The students will understand how the vocabulary control tools enhance the IR process, learn to construct the thesaurus and get familiar with the controlled vocabularies / ontologies used in various online databases.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 524
Title of the Course : Communication Skills in LIS
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the Course:	Nil	
Course Objective:	The paper aims to inculcate potential skills in the learners to prepare them to deal with the external world in a collaborative manner, communicate effectively, take initiative, solve problems, and demonstrate a positive work ethic so as to hold a good impression and positive impact in the field of Library and Information Science.	
Course Content:	1. Introduction to Communication Communication: An Introduction: Definition, Nature and Scope of Communication. Importance and Purpose of Communication. Process of Communication. Types of Communication.	No. of Hours 5 hours
	2. Non-Verbal Communication: Non-Verbal Communication: Body Language (Personal appearance, Posture, Gestures, Eye Contact, Kinesics). Paralinguistics. Proxemics. Haptics. Tips for improving Non-Verbal Communication.	8 hours
	3. Effective Communication: Essentials of Effective Communication. Communication Techniques. Barriers to Communication.	7 hours
	4. Verbal Communication: Listening Skills (Purpose of Listening, Listening to Conversation (Formal and Informal), Academic Listening (Listening to Lectures), Listening to Talks and Presentations, Active Listening- an Effective Listening Skill, Benefits of Effective Listening, Barriers to listening, Note Taking Tips). Oral / speaking Communication Skills (Phonetics, Self-development through speaking skills Group discussions, Job interviews, Paralinguistics, Public speaking, Art of negotiation, Conversations, Dialogues and Debates). Reading Skills (Purpose, Process, Methodologies, Skimming and Scanning, Levels of Reading, Reading Comprehension, Academic Reading Tips) Writing Practice (The art of condensation [précis, synopsis, summary, abstract, paraphrasing], letters and resumes, reports, technical proposals, email and blog writing, circulars, minutes memos, notices, agendas, advertising, reviews)	30 hours
	5. Corporate Skills: Corporate Skills: Leadership Qualities (traits, types, leader's v/s managers). Negotiation Skills (introduction, types, processes, tips) Time management (barriers, techniques, tips). Stress management	10 hours
Pedagogy:	Lectures, discussions, presentations, and assignments.	

References/Readings:	1. Kumar, S., & Lata, P. (n.d.). Communication Skills. Oxford. 2. Malhotra, P., & Haldar, D. D. (n.d.). Communication Skills: Theory and Practice. ABCI. 3. Mohan, K., & Banerji, M. (n.d.). Developing Communication Skills (2nd Edition ed.). Laxmi Publications. 4. Patil, S. (n.d.). Handbook on Presentation and Communication Skills. 5. Prasad, D. P., Kataria, S., & Sons. (n.d.). The Functional Aspects of Communication Skills. 6. Raman, M., & Singh, P. (n.d.). Business Communication (2nd Edition ed.). Oxford. 7. Sheldon, B. E. (2010). Interpersonal Skills, Theory and Practice: The Librarian's Guide to becoming a Leader. Libraries Unlimited Inc.
Course Outcomes:	At the end of the course the student 1. Will be able to understand the importance of communication in professional world. 2. Will be able to orally communicate effectively with confidence and facilitate interpersonal communication. 3. Will be able to communicate in writing effectively. 4. Will be able to be confident in leadership and time management skills.

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 525
Title of the Course : Data Mining and Knowledge Discovery
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1. To introduce the fundamental processes of text mining, data warehousing and data mining. 2. To impart knowledge on various data mining concepts and techniques that can be applied to text mining, web mining etc. 3. To develop the knowledge for application of data mining for information retrieval from the web.	
Course Contents:	1. Text Mining: Definitions, Process, Techniques and Issues, Text Mining Approaches. Document classification (text classification, document standardisation), Information retrieval (keyword search / querying and indexing), Document clustering (phrase clustering), Natural Language Processing (Spelling correction, lemmatization, grammatical parsing, and word sense disambiguation), Text Summarization, Information extraction (relationship extraction / link analysis), and Web mining (web link analysis) Applications: Digital Libraries, Academic and Research Field, Life Science, Social media, Business Intelligence	20 Hours
	2. Data Mining: Data Mining overview, Architecture, Process, Classification of Data Mining Systems, Issues with Data Mining. Data Warehouse, Data Warehouse Models, Metadata Repository, Data Pre-processing – Data Integration and Transformation, Data Reduction, Data Mining, Methodologies of Data Mining, Data Mining Applications, Data Mining and Society. Web Mining: Concepts,Web Content Mining, Web Usage Mining, Web Structure Mining, Mining Tools, Applications.	20 Hours
	3. Big Data: History of Big Data, Its Phases, Characteristics of Big Data, Big Data Tools. Big Data challenges and Issues, Types of Big Data- Structured Data, Unstructured Data. Semi-Structured Data. Knowledge Discovery in Databases (KDD): Knowledge Discovery - Introduction, Concepts. Process of Knowledge Discovery, KDD Research Opportunities, Challenges and Trends.Tools and Techniques in Knowledge Discovery in Databases.	20 hours
Pedagogy:	Lectures, discussions, and assignments	
References/Readings	1. Acharya, S. C. (2019). *Big Data and Analytics.* New Delhi: Wiley. 2. Agarwal, C. (May 2015). *Data Mining: The Textbook.* Springer Nature. 3. Bhatia, P. (2019). *Data Mining and Data Warehousing: Principles and Practical Techniques.* New Delhi: Cambridge University Press. 4. Erl, T., Khattak, W., & Buhler, P. (2016). *Big Data Fundamentals: Concepts Drivers: Concepts, Drivers and Techniques.* Noida Uttar Pradesh: Pearson Education India. 5. Han, J. Kamber , M., & Pei, J. (2012). *Data Mining: Concepts and Techniques.* Morgan Kaufmann. 6. Kamal, R., & Saxena, P. (2019). *Big Data Analytics, Introduction to Hadoop, Spark, and Machine-Learning.* New Delhi: McGraw Hill Education.	

	7. Liu, B. (2011). *Web Data Mining.* Berlin: Springer. 8. Russell, M. A., & Klassen, M. (2019). *Mining the Social Web* (3rd. ed.). India: O'Reilly Media, Inc. 9. Tan, P. N., Steinbach, Michael, & Kumar, V. (2016). *Introduction to Data Mining.* Noida: Pearson India Pvt. Ltd. 10. Taneja, A. (2012). *Knowledge Discovery in Databases.* New Delhi: Galgotia Publications.
Course Outcomes:	At the end of this course 1. Students will learn various tools and techniques for information retrieval through search engines and databases. 2. How data mining needs to be conducted for higher precision for information search 3. Analyse different sources available for data mining and what information is can provide. 4. Information summarization and web mining

(Back to Top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 526
Title of the Course : Scholarly Communication
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	To introduce the student to the foundation of science and scholarships, the importance of scientific and professional societies in journal publications, emergence of other mainstream media, ideology and philosophy of Open Access documents, software available for digital libraries, Copyright issues and scientometrics of scholarly publication.	
Course Contents:	1. Science and Scholarship: Republic of Science and Scholarship: Foundations of Science and Scholarship, Principles and paradigms of Scientific culture/scholarship: Historical perspective of scholarly communication systems, Scholarship and Scholarly traditions. Study of journals, their functions, working and processes. The importance of scientific and professional societies in journal publishing; Peer review processes. Migration of peer reviewed journals from print to Web-based; Serial publishing crisis phenomena	No. of Hours 12 hours
	2. Internet and Scholarship: Rise of the Internet in scholarship, Communication and daily lives. Evolution of Internet/Electronic publishing; Emergence of online information media, E-science, Open data and Cyber infrastructure.	12 hours
	3. Open Access: Open Access (OA) Movement: Understanding OA – Concept, Principles. Ideology and philosophy of Open-Source Content, Open Educational Materials and Open Access to scientific literature; Green and Gold route to OA. Familiarity and Organization behind the OA movement.	12 hours
	4. Open-Source Software: Study of Open-Source Software for Institutional Repository and Digital Libraries. DSpace, Greenstone, EPrints, Fedora Commons; Digital Commons.	12 hours
	5. Copyright Issues in Digital Media: Copyright Issues - Understanding Copyright, Creative Commons, Licensing issues. Quantitative Analysis of journals' Contents. Qualitative analysis of journals' websites. Scientometrics and metrics of scholarly publication, H-index, Impact Factor.	12 hours
Pedagogy:	Lectures, discussions, assignments.	
References/Readings	1. Anderson, R. (2016). Libraries, Leadership and Scholarly Communication. Chicago, USA: ALA Editions. 2. Anderson, R. (2020). *Scholarly Communication What every needs to know.* New York: Oxford University Press. 3. Gilman, I. &. (2013). *Library Scholarly Communication Programs: Legal and ethical Consideration.* New Delhi: Chandos Publication. 4. Gorman, G. (2005). *Scholarly Publication in an Electronic Era.* London: Facet Publication. 5. Morrison, H. (2009). *Scholarly Communication for Librarians.* New Delhi: Chandos Publication. 6. Mukerjee, B. (2010). *Scholarly communication in Library and Information Services.* Oxford: Woodhead Publishing. 7. Parekh, H. (2000). *Internet in the Scholarly Communication Process* . Mumbai: Knowledgeware.	

	8. Random, R. e. (2012). *Organization of Scholarly Communication.* New York: Association of Research Libraries. 9. Shorley, D. (2013). *Future of Scholarly Communication.* London: Facet Publication. 10. Vance, P. U. (2019). *Scientific Scholarly Communication: The Changing Landscape.* New York: Springer. 11. Wright, J. (2019). *Library Science and Scholarly Communication.* New York: Clanrye International .
Course Outcomes:	After completion of this course the student will: 1. Able to understand the concept of scholarly communication with qualitative and quantitative analyses of journals. 2. Understand in detail the scholarly communication process. 3. Acquaint with scholarly publication metrics 4. Know the latest trends in scholarly communication.

(Back to Top)

Semester III
Name of the Programme : Master of Library and Information Science
Course Code : LIS – 600
Title of the Course : Research Methodology
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Objectives:	To introduce the student to identify and discuss the role and importance of research in the library profession with the issues and concepts, salient to the research process, the complex issues inherent in selecting a research problem, along with selecting an appropriate research design and the knowledge of sampling, data collection, analysis and reporting.	
Course Contents:	1. Introduction to Research: Definition of Research; Need and Purpose, Characteristics of research. Basic and Applied research. Criteria for a topic to be relevant for research Research Methods, Research Design, Research Methodology for Library and Information Science professionals. Current trends in LIS research	No. of Hours 10 Hours
	2. Research Planning: Planning process; Review of literature, Selection of problems for research, Mode of Selection, Process identification, Criteria of selection, Formulation of selected problem. Hypothesis: Meaning, Types, Functions, Conceptualization. Essentials of good research design and its importance. Ethical aspects of research. Literature search-print and non-print and electronic sources. Writing of research proposals.	10 Hours
	3. Types of Research: Research: Types, methods and techniques. Qualitative and Quantitative methods in Library and Information Science. Descriptive, Analytical, Fundamental, Applied, Action and Exploratory research. Research methods: Observation, Questionnaire, Interview, Experimental and Case study. Survey methods, Content analysis, Bibliometrics. Research Design: Need and purpose, Types of research design based on nature of investigation, based on data collection, based on reference period. Research Plan: Need, Purpose and Plan. Types and Structure, Funding and Monitoring.	10 Hours
	4 Research Reporting Practice: Research Reporting Practice: Research Reports and their types, Research Proposal, Plan outline, format and content, Drafting of Research Reports and final phase of physical production. Tools for research- Types of variables, Sampling Procedure, Types of Sampling. Data Presentation- Ordinal Data, Numerical /data Graphical Presentation: Line, Histogram, Frequency, Polygon, Curves, Bar diagrams and Charts. Statistical Techniques: Measures, Central Tendency, Measures of Dispersion, Correlation, Regression analysis and Time Series Analysis. Infographics: Open source tools, Style manuals	30 Hours
Pedagogy:	Lectures, assignment, group discussions, presentations,	
References/Readings:	1 Bell, J. &. (2018). *Doing your Research Project: a guide to first-time researchers.* London: McGraw-Hill Education. 2 Chandra, v. (2018). *Research Methodology.* Noida: Pearson India Education Services.	

	3 Chawla, D. (2011). *Research Methodology.* New Delhi: Vikas Publishing house. 4 Gorman, G. (2005). *Scholarly Publication in an Electronic Era.* London: Facet Publication 5 Gupta, D. (2011). *Research Methodology.* New Delhi: PHI Publication. 6 Kothari, C. (2012). *Research Methodology: Methods and Techniques.* New Delhi: New Age International. 7 Kumar, C. R. (2012). *Research Methodology.* New Delhi: A P H Publishing Corporation. 8 Kurmar, R. (2015). *Research Methodology: A step -by –step guide for beginners.* New Delhi: Sage Publishing. 9 Oberoi, P. K. (2013). *Research Methodology.* New Delhi: Global Academic Publisher. 10 Panneerselvan, R. (2006). *Research Methodology.* New Delhi: Prentice-Hall of India. 11 Phanse, S. S. (2016). *Research Methodology Logic, Methods, and Cases.* New Delhi: OUP. 12 Taylor, B. (2008). *Research Methodology: A guide for research in Management and Social Sciences.* New Delhi: Prentice-Hall of India.
Course Outcomes:	After completion of this course the student will able to: 1 Understand the basic facets required in pursuing research. 2 Analyse and interpret research data. 3 Organise and communicate research findings 4 Understand the ethical principles required in research.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 601
Title of the Course : Research Publication and Ethics
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil		
Course Objectives:	1	To be aware of research ethics rules, issues, , options and resources	
	2	To become familiar with different institutional ethical review boards/academic integrity requirements	
	3	To comprehend the value and purpose of ethical decision-making	
	4	To maintain a positive attitude toward continuing to learn about research ethics	
Course Contents:	1	Research-Philosophy and Ethics: Introduction to Philosophy: Definition, Nature and Scope, Concept, and Branches. Definition of Ethics, Moral philosophy, Nature of moral judgements and reactions.	No. of Hours 5hours
	2	Scientific Conduct: Science and research ethics, Intellectual honesty and Research integrity. Falsification, Fabrication, and Plagiarism (FFP). Redundant publications: Duplicate and Overlapping publications, Salami slicing. Data Falsification, Misrepresentation of data and Selective reporting	10 hours
	3	Ethics of Publication: Definition, Introduction, and Significance of publication ethics Publication Standards/Initiatives Conflicts of Interest: Definition, Concept, difficulties that lead to unethical activity and vice versa, Types of publication misconduct Authorship, Contributorship, and Publishing ethical violations Detection of publication malpractice, Complaints and Appeals Predatory journals and Publishers – Practice	10 hours
	4	CC, OA, Plagiarism, RM: Creative Commons (CC) Policies Open Access (OA) Publications and Projects. Check publisher copyright and Self-archiving rules using related web portals. Routes to Open Access, Repositories, Journals, NoteBooks Plagiarism detection tools. Reference Management (RM) tools. Paraphrasing tools. Literature Review Grid. Journal suggestion tools.	20 hours
	5	Databases and Metrics: Databases and research metrics. Citation Databases. Indexing Databases. Specific Subject databases, Research metrics: Impact Factor, SNIP, SJR, IPP, Eigenfactor and Cite Score. Author level metrics: h-index, g index, m index, i10 index Article level metrics: Altmetrics, PlumX	15 hours
Pedagogy:	Lectures, Discussions, Presentations.		
References/Readings:	1	Bird, A (2006). Philosophy of Science. Routledge	
	2	Dutta, D. S. (2021). Research & Publication Ethics in Social Science. New Delhi: Bharti Publications.	
	3	Gliner, J. A., & Morgan, G. A. (2000). Research Methods in Applied Settings: An Integrated Approach to Design and Analysis. Lawrence Erlbaum Associates.	
	4	Lefkowitz, J. (2003). Ethics and Values in Industrial-Organisational Psychology. Lawrence Erlbaum Associates.	
	5	Stanley, B. H., Sieber, J. E., & Melton, G. B. (n.d.). Research Ethics: A	

		Psychological Approach.
	6	Todorovich, M., Kurtz, P., & Hook, S. (n.d.). The Ethics of Teaching and Scientific Research.
Course outcomes:	1	At the end of the course, the students will appreciate the importance of being ethical when conducting research and publishing activities by the end of the course.
	2	They will be able to distinguish between good and bad publishing procedures, as well as how to spot questionable publishing techniques and publishers.
	3	More crucially, there will be a greater understanding of the term open access, as well as contributions of research output to open access publishing platforms.
	4	The students will also become familiar with the software and databases required for conducting research.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 621
Title of the Course : Digital Library System
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1 To know what a digital library is and its functionalities. 2 To ascertain the process of digitization and the equipment requirements. 3 To study in detail the open-source digital library software. 4 To create an awareness on management of digital resources.	
Course Content:	1 Digital Library - Concept and Definition, Characteristics, Need for Digital Libraries, Online databases and Information Retrieval Systems (IRS), Digital Knowledge Organisation, Digital Library Services, Search Interfaces, Digital Library Software	15 hours
	2 Digital Library Architecture: Interoperability, Compatibility - Protocols and Standards. Born digital, Hosting platforms – Self hosting, Mirrored hosting/shared services. DOI, Open URL, CrossRef.	12 hours
	3 Digitization – Definition, Process of digitization, Problems and Challenges of Digital Preservation, Digital Preservation Strategies, Metadata Harvesting, OAI-PMH, Digital Rights Management (DRM) and Digital Preservation, Major Digital Preservation Programmes, Digital Preservation Initiatives in India, Archival Management.	18 hours
	4 Open Access Initiatives: Open Access Movement, Digital Library Software: Case study of digitization projects Study of selected Digital Libraries of the world.	15 hours
Pedagogy:	Lectures, discussions, assignments, student presentations	
	1. Andrew, C. (2010). *Introduction to digital library management.* London: Facet Publishing. 2. Chowdhury, G. G. (2003). *Introduction to Digital Libraries.* London: Facet Publishing. 3. Ganguly, R. C. (2007). *Digital libraries: Challenges and prospects.* New Delhi: Isha Books. 4. Jones, R. e. (2006). *The institutional repository.* Oxford: Chandos Publishing. 5. Lawson, N. (2018). *Digital Library Preservation Strategies.* United Kingdom: EDTECH. 6. Purcell, A. (2016). *Digital library programs for libraries and archives: Developing, managing, and sustaining unique digital collections.* Massachusetts: MIT Press. 7. Rajasekaran, K. (2010). *Digital library basics: a practical guide.* New Delhi: Ess Ess Publications. 8. Richard, J. (2006). *The institutional repository.* Oxford: Chandos Publishing. 9. Singh, R. S. (2008). *Encyclopaedia of digital libraries.* New Delhi: Anmol Publishers. 10. Witten, L. H., Bainbridge, D., Nichols, D. M., & Fox, E. A. (2010). *How to build a digital library* (English ed.). Amsterdam: Elsevier.	
Course Outcomes:	1 At the end of this course Students will get theoretical information on how digital libraries operate and what resources it consists off. 2 The need for digitization and its various means and methods. 3 Identifying resources for effective collection development of e-content for the digital library. 4 Gain knowledge of different formats/standards required for hosting digital resources.	

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 622
Title of the Course : History of Books and Reading
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	Throughout the course, students will explore shifts from orality to literacy, from writing to printing, and finally from analogy to digital media. The creation, production, distribution, and reception of books and serials will be discussed, and aspects of humanities and scientific scholarship will be explored in relation to the development of the history of book and print culture.	
Course Content:	1 Introduction: Introduction: The Book, Book history. Oral culture, Early libraries and writing systems: Clay tablets, Papyrus, Palm leaf, Stone inscriptions, Manuscripts, Codex, Wax tablets, Parchment, Monastic copying. Sumerians, Egyptians, Indians, Chinese, Meso-Americans, and the Islamic world. Xylography, History of Paper. Book culture before printing. Medieval manuscripts and Bindings. History and Current trends in reading.	10 Hours
	2 History of Printing: Woodblock Printing, Movable type printing and Gutenberg's Press, Spread of printing in Europe. Impact of printing press – Religious, Social, Educational. Library history within the context of book history. Early modern books (1600-1800). Authorship, Copyright, Sales and Distribution methods, Piracy, Rise of public libraries, Scientific publishing.	10 Hours
	3 Printing in Goa: Books before the printing press. Demand for Printing press, Printing press in Goa – 1556, Work of Jesuit Missionaries. Survey of Print literature in Konkani, Marathi and Portuguese. Periodicals printed in Goa.	20 Hours
	4 Printing in India: Tamil printing, Printing press in Bombay – Bhimjee Parekh, American Mission Press, Printing in Bengal – Serampure Press, Graham Shaw, William Carey. Printing in Karnataka, Andhra, and Kerala. Printing and publishing in the Hindi heartland.	10 Hours
	5 Development of Printing Technology and Publishing: Conventional Printing Technology – Letterpress printing, Offset printing, Rotary printing press, Inkjet printer, Digital printing, Making of Braille and Spoken-books. Small press, Commercial publishing, Self-publishing, Vanity press, Print on Demand.	10 Hours
Pedagogy:	Lectures, group discussions, presentations.	
References/Readings:	1. Casson, L. (2001). *Libraries in the Ancient World.* New Haven CT and London: Yale University. 2. Chappell, W. (1970). *A Short History of the Printed Word.* New York: Alfred A. Knopf. 3. Darnton, R. (1982). What Is the History of Books? *Daedalus, 111*(3), 65-83. Retrieved April 14, 2022, from https://www.jstor.org/stable/20024803 4. Eisenstein, E. L. (2009). *The printing press as an agent of change: communications and cultural transformations in early-modern Europe: volumes I and II.* Cambridge: Cambridge University Press. 5. Eliot, S., & Jonathan Rose (Eds.). (2007). *A Companion to the History of the Book.* Malden, MA: Blackwell Publishing Ltd. Retrieved 2007	

	6. Finkelstein, D., & McCleery, A. (Eds.). (2006). *The Book History Reader.* London and New York: Routledge. 7. Finkelstein, D., & McCleery, A. (2012). *An Introduction to Book History.* London: Routledge. 8. Gaskell, P. (1995). *A New Introduction to Bibliography.* New Castle, DE: Oak Knoll Press. 9. Howsam, L. (2006). *Old Books and New Histories: An Orientation to Studies in Book and Print Culture.* Toronto: University of Toronto Press. 10. Hunter, D. (1978). *Papermaking: The History and Technique of An Ancient Craft.* New York: Dower Publications, Inc. 11. Katz, W. A. (1995). *Dahl's history of the book.* London: Metuchen, N.J. 12. Kesavan, B. S. (1985). *History of Printing and Publishing in India: A Story of Cultural Re-awakening* (Vol. I). New Delhi: National Book Trust. 13. Kesavan, B. S. (1988). *History of printing and publishing in India: a story of cultural re-awakening: Origins of printing and publishing in Karnataka, Andhra and Kerala* (Vol. II). New Delhi: National Book Trust. 14. Kesavan, B. S. (1997). *Printing and Publishing in India: A Story of Cultural Re-awakening (Origins of Printing and Publishing in the Hindi Heartland* (Vol. III). New Delhi: National Book Trust. 15. Mohanrajan, P. A. (1990). *Glimpses of Early Printing and Publishing in India: Their Contribution Towards Democratisation of Knowledge.* Madras: Mohanavalli Publications. 16. Pearson, D. (2011). *Books As History: The Importance of Books Beyond Their Texts.* London: The British Library and Oak Knoll Press. 17. Priolkar, A. K. (1958). *The Printing Press in India: Its Beginnings and Early Development Being A Quarter Centenary Commemoration Study Of The Advent of Printing in India (In 1556).* Bombay: Marathi Samshodhana Mandala. 18. Schramm, W. L. (1988). *The story of human communication: Cave painting to microchip.* New York: Harper and Row. 19. Steinberg, S. H., & Warde, B. (2017). *Five hundred years of printing.* Mineola: Dover Publications.
Course Outcomes:	After completing the course, 1 The students will know the print culture from antiquity, Middle Ages to the present age. 2 The students will know the history of printing in Goa and India. 3 The students will examine how the books are produced and their impact on society. 4 The students will understand and demonstrate the understanding of processes by which information is created, evaluated and disseminated. 5 The students will be able to do the survey of print literature and understand the scholarship of this field. 6 The students will get familiarity with book history and the connection between books and society.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 623
Title of the Course : Information Literacy
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	The objective of this paper is to impart information literacy skills to the students that will help them to become lifelong learners.	
Course Content:	1 Information Literacy Basics Information literacy: Meaning, Definition, Need, Evolution of the concept. Historical perspective of Information literacy. Types of Information Literacy: Technology literacy, Media literacy, Computer and Digital literacy. Levels of Information Literacy: Entry level, Mid-level, High level, Advanced level. Lifelong learning and its components, Implementing lifelong learning	15 Hours
	2 Models of Information Literacy Partners of Information Literacy. Standards and Models of Information Literacy	15 Hours
	3 Information Literacy Programmes Role of Libraries in Information Literacy. Information Literacy programmes, Study of Information Literacy programmes in the world. Information Literacy Instructions in different types of Library and Information Centers.	15 Hours
	4 Current Trends in Information Literacy Current trends in Information Literacy. Challenges facing Information Literacy.	15 Hours
Pedagogy:	Lectures, discussions, presentations and case studies	
References/Readings:	1 American Library Association, Final Report of Presidential Committee on Information Literacy. Available: www.ala.org/at/nill/litt1sthtml 2 K. Barker and R. Londsale, Ed., Skills for Life: The Value and Meaning of Literacy. London: Taylor Graham, 1994. 3 D. Bawden, Information and Digital Literacies: A Review of Concepts. Available: http://gti/edu.um.es.8080/gomez/hei/intranet/bawden/pdf. 4 M. B. Eisenberg, C. A. Lowe, and K.L. Spitzer, Information Literacy: Essential Skills for Information Age. London: Libraries Unlimited, 2004. 5 A. J. Meadows, Ed., Knowledge and Communication: Essays on the Information Chain. London: Library Association, 1991. 6 S. Pantry and P. Griffiths, Creating a Successful E-Information Service. London: Facet, 2002. 7 Z. Ercegovac, Information Literacy: Search Strategies, Tools & Resources for High School Students and College Freshmen. California: ABC-CLIO, 2008. 8 P. Godwin, and J. Parker, Ed., Information Literacy Meets Library 2.0. London: Facet Publishing, 2008. 9 E.S. Grassian and J.R. Kaplowitz, Information Literacy Instruction: Theory and Practice. Chicago: Neal-Schuman Publishers, 2001. 10 H. Bound, J. P. Tan and R. L. W. Ying, Ed., Pedagogies for Future-oriented Adult Learners: Flipping the Lens from Teaching to Learning. Switzerland: Springer, 2002. 11 J. Field, and M. Leicester, Lifelong Learning: Education Across the Lifespan. London: Routledge, 2014. 12 J. Walsh, Information Literacy Instruction: Selecting an Effective Model. Oxford:	

	Chandos Publishing, 2011. 13 N. P. Thomas, S. R. Crow and L.L. Franklin, Information Literacy and Information Skills Instruction: Applying Research to Practice in the 21st Century School Library. California: Libraries Unlimited, 2011.
Course outcomes:	1 The students will understand how information literacy differs from other teaching programmes of the library. 2 They will acquire various skills to identify their information needs, locate, retrieve and evaluate information 3 They will learn the different methods of imparting information literacy to the users. 4 They will know how to use information ethically thereby making them lifelong learners.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 624
Title of the Course : Academic Libraries System
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objective	1 To provide an understanding and need for library and information service support to different types of Academic Libraries. 2 To help students to understand the nature of information sources, Information users and Information services in School, College and University Libraries.	
Course Content:	1 Academic Libraries: Academic Libraries, Evolution of Higher Education and Libraries in India. Meaning, Definition, Importance, Functions. Types of Academic Libraries - School, College, University Libraries Role of Libraries in Higher Education. - Higher Education and Libraries in India before independence and after independence. - Role of Academic Libraries in the present electronic environment. - Challenges of Academic Libraries.	12 hours
	2 Collection Development in Academic Libraries: Policies and Guidelines Ideal Characteristics of Academic Library collection- Meaning and Definitions of collection development. - Book selection procedure. - Collection Development Policy in the digital environment. - Problems of collection development. - Copyright issues in the digital environment.	12 hours
	3 Services in Academic Library: Academic Library Services - Digital Reference Services (DRS), Current Awareness and SDI Service (CAS & SDI), E-mail Altering Services, Electronic Document Delivery Services (EDDS), User Education and Information Literacy.	12 hours
	4 Academic Library Management: Human Resource Development (HRD) and Financial Management. HRD: Meaning, Definitions and Importance: Manpower planning and Training, Continuing Education Programmes (CEPs) for Librarians. Financial Management: Types of Budgeting, Lumpsum Budget, Zero Based Budget (ZBB) and Program Planning Budgeting System (PPBS).	12 hours
	5 Networks in Academic Libraries: Library Networking: Definition, Need and Importance. Information Network Development in India	12 hours
Pedagogy:	Lectures, Discussions and presentations	
References/Readings:	1 Dhiman, A. K. (2002). Academic Libraries. New Delhi: Ess Publications. 2 Flemming, H. (1990). User Education in Academic Libraries. London: The American Library Association. 3 Mathews, B. (2009). Marketing Today's Academic Library: A Bold New Approach to Communicating with Students. Chicago: American Library Association. 4 Petruzzelli, B. W. (2006). Real-Life Marketing and Promotion Strategies in College Libraries: Connecting With Campus and Community. London: Routledge. 5 Budd, J. M. (1998). The Academic Library: Its Context, Its purpose and Its operation. Englewood, Colorado: Libraries Unlimited. 6 Dayal, B. (2011). Managing Academic Libraries Principles and Practice. New Delhi: Isha Books.	

	7 Kumar, P. S. G. (2004). Information Sources and Services: Theory and Practice. Delhi:B. R. Publishing Corporation. 8 Mitchell, E. and Seiden, P. (2015). Reviewing the Academic Library: A Guide to Self- 9 Rajasekharan, K. and Nair, R. (1992). Academic library effectiveness. New Delhi: Ess 10 Kaul, H. K. (1999). Library resource sharing and networks. Delhi: Virgo Publication.
Course outcomes:	On completion of the course, the students will be able to; 1 Explore current and historical trends in academic libraries and critically analyse their impacts; 2 Investigate, plan, and implement academic library services and resources; 3 Analyse the role of the library within its parent institution and in relation to its patron communities and stakeholders; 4 Practice and refine communication skills in a variety of formats, leadership skills, and critical thinking within and applied to an academic library context.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 625
Title of the Course : Marketing of Library Information Products and Services
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1 To Understand and apply the principles of marketing 2 Analyse the market for a given library or information service 3 Develop marketing recommendations and a marketing plan for a library or information Service	
Course Content:	1 Information as a Resource: Birth of the Information and Knowledge Societies, Understanding of information as a resource: Information as a commodity, Information Economics, Information Industry Growth, and Implications for Library and Information Services and Products, Transborder Data Flow (TBDF) Agencies, Types of TBDF, TBDF hurdles: Access, Linguistic, Legal, Economic, and Cultural (Information Consolidators, Aggregators, Consortia, etc.)	10 hours
	2 Theories and Strategies of Marketing: Marketing Theories. Marketing Strategies; Corporate Mission Marketing concepts: Marketing Concept in Non-Profit Organisations: Portfolio Administration Product Market Matrix; Product Life Cycle, Pricing Information; BCG Matrix Model.	12 hours
	3 Trends in Marketing: Marketing Combination: McCarthy Four Ps; Kotlers Four Cs; Marketing Mix, Packaging, Branding, and Promotion.	13 hours
	4 Marketing Research: Marketing Research & Plan: Marketing Research, Corporate Identity, and Marketing Plans Geographic and Demographic Segmentation; Behavioural and Psychographic Segmentation; User Behavior and Adoption; Market Segmentation and Targeting.	12 hours
	5 Costing and Pricing: costing and pricing of Information Products and Services. Pricing influencing factors, Pricing strategies.	13 Hours
Pedagogy:	Lectures, field visits, presentations, audio-visuals.	
References/Readings:	1 Cawkell, A.E., Ed. (1987). Evolution of an Information society. London: ASLIB. 2 Cronin, B (1981). Marketing of Library and Information services. London: ASLIB. 3 Eileen, E. D.S. (2002). Marketing concepts for Libraries and Information services. 2nd Ed. London: Facet Publishing. 4 Jain, A.K and others Ed. (1995). Marketing of Information products and services. 5 Ahmedabad: IIM. 6 Kotler, P. (1975). Marketing for non-profit organisation. Prentice-Hall. 7 Saez, E.E. (1993). Marketing concepts for Libraries and Information services. 8 IASLIC. (1988). Marketing of Library and Information services (13th IASLIC Seminar papers), Calcutta: IASLIC.	
Course Outcomes:	On completion of the course, the students will be able to; 1 Explain the meaning of marketing and its need for a library and information centre; 2 Discuss how marketing strategies can be applied in a library and information centre; 3 Describe the concept of marketing mix as applicable to library and information services; and 4 Elaborate customer focus approach and issues related with implementation of	

	marketing in a library set-up.

(Back to top)

Semester IV
Name of the Programme : Master of Library and Information Science
Course Code : LIS – 602
Title of the Course : Technical Writing
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	This course introduces the student to identify and understand the facets and functions of the primary genres of technical writing, including letters, memos, emails, resumes, reports, proposals, technical descriptions, and technical definitions. The course will also allow the student to analyse and adapt to the situations for audiences, its purpose and their uses along with writing styles for clarity and concision, to produce the document collaboratively or independently.	
Course Content:	1 Technical Writing-Introduction: Technical writing: Definition, Overview, Purpose, Types, Characteristics, Functions. Audience analysis and their requirements. Planning, Prewriting, Drafting, Revising, Editing and Producing the document. Aspects of technical writing – Researching, Mechanism and Process description. Use of editorial tools viz., Dictionaries, Style Manuals, Standards and specifications.	15 hours
	2 Technical Writing Process: Report and Proposals: Formal elements of reports, Guidelines for writing an effective report, Different types of report- Incident, Trip, Inspection, Progress report, Short investigation report, Feasibility and Recommendation report. Drafting of proposal and Project report. Technical Writing Process: Information searching and gathering skills- Designing pages: Elements of page design, Basic design guidelines, developing a style sheet - Using Visual aids: Tables, Graphs, Charts and Illustrations.	15 hours
	3 Technical Writing Style: Technical Writing style: Structure and format of conference papers, Journal articles, Seminar papers, Research proposals, Technical reports, Informal and Formal reports, Recommendation and Feasibility reports, Monographs, Dissertations/Theses and Review of articles.	10 hours
	4 Technical Writing- Preparation and Presentation: Oral Presentation of scientific and technical communications: Preparation and use of multimedia facilities for presentation.	10 hours
	5 Trends in Technical Writing: Trends in technical writing – Types of technical Writing, Reasons for technical writing, Structure of article, White papers, Reference manuals, User manuals, On-line help files, Data sheet, Errata, Newsletters; Documentation support related software products.	10 hours
Pedagogy:	Lectures, discussions, presenrtations.	
References/Readings:	1. Alfred, G. J. (2020). Handbook of technical writing. Boston: Bedford. 2. Basu, B. (2007). Technical writing. New Delhi: Prentice Hall of India. 3. Gerson, S. J. (2001). Technical Writing. New Delhi: Pearson Education Ltd. 4. Greenlaw, R. (2012). Technical writing, presentational skills, and online communication: professional tools and insights. Hershey: Information Science Reference. 5. Holloway, B. R. (2008). Technical writing basics: a guide to style and form. New Jersey: Prentice Hall. 6. Katz, M. J. (2006). From research to manuscript: a guide to scientific writing. Dordrecht: Springer.	

	7. Lannon, J. M., & Gurak, L. J. (2021). Technical communication. [Harlow, United Kingdom. 8. Morgan, K. (2015). Technical writing process. Sidney: Technical Writing Process. 9. Pfeiffer William S & Boogerd, J. (2004). Technical writing: a practical approach. Toranto: Pearson Prentice Hall. 10. Reep, D. C. (2011). Technical writing: principles, strategies, and readings. Boston: Longman. 11. Young, M. (2004). Technical writer's handbook: writing with style and clarity. New Delhi: Viva Books.
Course outcomes:	After completion of this course the student will able to: 1 Understand the different characteristics feature of technical writing. 2 Achieve the competence in terminology and concepts. 3 Know the methodologies to communicate their ideas and reasoning clearly and effectively and 4 Understand the different forms of technical reports.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 603
Title of the Course : Intellectual Property Rights
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	To introduce fundamental aspects of Intellectual Property Rights to the students and to disseminate knowledge about Intellectual Property, its registration and enforcement.	
Course Content:	1 Introduction to Intellectual Property Rights (IPR) Concept of Intellectual Property. Objectives of Intellectual Property Rights. Classification of Intellectual Property Rights: Patents, Trademarks, Copyrights, Industrial Design, Geographical Indications, Plant Varieties, Trade Dress, Trade Secrets. Moral arguments for Intellectual Property. Intellectual Property Rights Awareness. Infringement, Misappropriation, and Enforcement**:** Patent infringement, Copyright infringement, Fair Use provisions in Copyright, Trademark infringement, Trade secret misappropriation.	15 hours
	2 International Agreements and Legislations: Intellectual Property Conventions: Paris Convention for the Protection of Industrial Property (1967); Berne Convention for the Protection of Literary and Artistic Works (1971); International Convention for the Protection of Literary and Artistic Works (1971); International Convention for the Protection of Performer, Producers of Phonograms and Broadcasting Organisations (the Rome Convention) (1961); Treaty on Intellectual Property in Respect of Integrated Circuits (1989). World Intellectual Property Organization (WIPO) – Objectives and Functions, Cooperation with Member States. Economic Development, Enforcement of Intellectual Property Rights. Geographic Indications. WTO, TRIPS. The U.S. Patent system. The International Patent System. The International Trademark System, The International Design System. The International System of Geographic Indication. The International Microorganism Deposit System. Protecting State Emblems.	15 hours
	3 Intellectual Property Rights and India: Traditional knowledge of India – Need for their protection. The Copyright Act, 1957. The Patents Act, 1970. The Trade Marks Act, 1999. The Designs Act, 2000. The Semiconductor Integrated Circuits Layout Design Act, 2000. The Geographical Indications of Goods (Registration and Protection) Act, 1999. The Protection of Plant Varieties and Farmers Rights, 2001. The Biological Diversity Act, 2002. International Agreements. IP Awareness in India, Patent system in India, Registration of IPR in India. Micro Small Medium Enterprises (MSME's) and Start-ups with respect to IPR.	15 hours
	4 Digital Products and Law: Intellectual Property Rights and Digitised world. Challenges for Intellectual Property in Cyberspace. Protection of Digital Copyright. Cyber Laws of India. Information Technology Act 2000.	15 hours
Pedagogy:	Lectures, discussions, presentations.	

References/Readings:	1. Ahuja, V. K. (2017). Law relating to Intellectual Property Rights. India, IN: LexisNexis. 2. Bouchoux, D. E. (2017). Intellectual Property: The Law of Trademarks, Copyrights, Patents, and Trade Secrets (5th ed.). Cengage Learning. 3. Chawla, H. S. (2016). Introduction to Intellectual Property Rights . New Delhi: Oxford and IBH Publishing Company Pvt. Ltd. 4. Cimoli, M., & Giovanni, D. (2014). Intellectual property rights :legal and economic challenges for development . Oxford: Oxford University Press. 5. Neeraj, P., & Khusdeep, D. (2014). Intellectual Property Rights. India, IN: PHI Learning Pvt. Ltd. 6. Nithyananda, K. V. (2019). Intellectual Property Rights: Protection and Management. Noida: Cengage Learning India Private Limited. 7. Satakar, S. V. (2002). Intellectual Property Rights and CopyRights. New Delhi: Ess Ess Publications. 8. Schechter, R. E., & Thomas, J. R. (2003). Intellectual Property: The Law of Copyrights, Patents and Trademarks. New York: West/Wadsworth. 9. Singh, R. K. (2022). Intellectual Property Rights. Hyderabad: Gogia Law Agency. 10. Wadehra, B. L. (2004). Patents, trademarks, copyright, Designs and Geographical Judications. Universal Law Publishing Co Ltd.
Course outcomes:	On successful completion of this course, 1 The students are able to explain the concept, nature, objectives and significance of Intellectual Property Rights. 2 The students will be able to distinguish various Intellectual Property Rights. 3 The students will know the Intellectual Property Rights registered in India and the World. 4 The students will learn the procedure for obtaining Intellectual Property Rights.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 604
Title of the Course : Bibliometrics and Related Metrics
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1 To familiarise students with the fundamentals, concept, theories, laws and parameters of Bibliometrics, Scientometrics, Informetrics and Webometrics 2 To study various indicators of publication productivity 3 To understand the significance of scientific collaborations 4 To learn about the citation analysis operation research 5 To understand the emerging trends in informatics and Scientometrics.	
Course Content:	1 Basic Concepts: Metrics and Metric Studies. Bibliometrics, Informetrics, Scientometrics, Librametrics/ Librametry, Cybermetrics / Webometrics, Altmetrics – Meaning, Definitions and Scope.	15 hours
	2 Laws, Databases and Tools for Bibliometric Analysis: Study and application of Classical Bibliometric Laws – Lotka's Law of Scientific Productivity, Bradford's Law of Scattering, and Zipf's Law of Word Occurrence. Other notable regularities: 80/20 Rule, Success-Breeds-Success Model, Law of Price Garfield's Empirical Law. Data sources for bibliometric studies – Databases as data sources. Kinds of data sources Software / Tools for Bibliometric analysis	15 hours
	3 Citation Concepts, Growth and Obsolescence of Literature and Productivity Measures: Study of the Citation concepts: Citation analysis, Citation network, Citation matrix, Bibliographic Coupling, Co-citation Analysis, Journal Citation Reports. Productivity measurement techniques. Impact Factor. H-index. I-index. G-index. M-index. Impact Per Paper (IPP). Source Normalised Impact per Paper (SNIP). Growth and obsolescence of literature. Various Growth Models. The Half-life Analogy. Determination of ageing factor and Half-life. Real v/s Apparent. Synchronous and Diachronous.	10 hours
	4 Science Indicators and Policy: Science Indicators. Science Policy Development. Web Impact Assessment. Link Analysis. Trends in metric studies. Technology based indicators. Library-use studies. Mapping of science.Collaboration in science	10 hours
	5 Modern Metrics: Scientometric studies and the role in Science Policy. Challenges of Bibliometric and Scientometric studies. Webometrics, Cybermetrics, Altmetrics and Nettometrics. Tools and techniques for enhancing academic visibility	10 hours
Pedagogy:	Lectures, discussions, presentations.	
References/Readings:	1 Egghe, L. and Rousseau, R. (2001). Elementary statistics for effective Library and Information services management. London: Aslib. 2 Garfield, E. (1979). Citation Indexing: Its theory and applications in Science, technology and humanities. New York: John Wiley. 3 Meadows, A.J. (1974). Communication in Science. London: Butterworths. 4 Neuendorf, K. (2002). The content analysis guidebook. London: Sage. 5 Nicholas D. and Ritchi, M. (1979). Literature & bibliometrics. London: Clive	

	Bingley. 6 Ravichandra Rao, I.K. (1985). Quantitative methods for Library and Information Science. New Delhi: Wiley Eastern. 7 Thelwall, M. (2009). Introduction to webometrics: Quantitative web research for the social Sciences. Morgan and Claypool Publishers. 8 Stuart, D. (2014). Web Metrics for Library and Information Professionals. Facet publishing.
Course outcomes:	On successful completion of this course, 1 Will be aware of various scientometric indicators and laws, 2 Will be able to use different softwares for bibliometric analysis 3 Will be able to apply different metrics to draw the inferences from published literature and create academic visibility for research work done. 4 Will be able to implement the principles of bibliometrics in the libraries.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 605
Title of the Course : Library Use and User Studies
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	The objective of this paper is to teach the students the different types of users, understand their information seeking habits and describe the different methods of user education that will promote the library usage among the users.	
Course Content:	1 Information – An Introduction Information: Definition and its nature. Information need: Meaning, definition and types of information needs. Categories of different types of information users (Students,Teachers, Scientists and Technologists, Research and Development Personnel, Planners, Policy Makers, Ethnic groups and other professionals). Information Seeking Behaviour: Meaning, Definition, Different Models of information seeking behaviour.	15 hours
	2 User Study – Introduction User study - Meaning, Definitions and Importance. Planning and organization of user studies. User studies by types of libraries, Changing role of libraries and their information needs, Information use studies. Evaluation of user studies. User study in electronic environment	15 hours
	3 User Study – Methods Qualitative and quantitative research designs. Survey Methods, Techniques of data collection- Questionnaire, Interview, Observation, Diary, Record Analysis and Citation Studies, Sampling – need and types of sampling.	15 hours
	4 Library Use Study- Techniques and Advantages Library Use Study: Meaning, Techniques and advantages	10 hours
	5 User Education- Concepts and Methods User education - Meaning, Definitions, Objectives and Importance. Components of User Education. Methods of conducting User Education. Evaluation of User Education Programmes. User Education in a digital environment	5 hours
Pedagogy:	Lecture method / assignments / presentations / flipped classroom	
References/Readings:	1 R. Ahuja, Research Methods. Delhi: Rawat Publishers, 2001. 2 L. Alvite and L. Barrionuevo, Libraries for Users: Services in Academic Libraries. Oxford: Chandos Publishing, 2011. 3 P. Balasubramanian, Users and Uses of Library. New Delhi: Deep and Deep Publications Pvt. Ltd., 2011. 4 D. Biblarz, S. Bosch and C. Sugnet, Guide to Library User Needs: Assessment for Integrated Information Resource Management and Collection Management. Maryland: Scarecrow Press, Inc., 2001. 5 G. Devarajan, Library Information User and Use Studies. New Delhi: Beacon Books, 1995. 6 B. I. Dewey, Ed., Library User Education: Powerful learning, Powerful Partnerships. Maryland: Scarecrow Press, 2001. 7 N. Ford, Introduction to Information Behaviour. London: Facet Publishing, 2015. 8 P. Jordan, The Academic Library and its Users. New York: Routledge, 2016. 9 P.S. Kawatra, Library User Studies: Manual for Librarians and Information	

	Scientists. Mumbai: Jaico Publishing, 1997. 10 C. R. Kothari and G. Garg, Research Methodology: Methods and Techniques. New Delhi: New Age International Publishers, 2019. 11 P.S. G. Kumar, Library and Users: Theory and Practice. Delhi: B. R.Publishing Corporation, 2004. 12 N. Lushington, Libraries Designed for Users: A 21 st Century Guide.chicago: Neal-Schuman Publishers, 2002. 13 I. Ruthven, and D. Kelly, Interactive Information-seeking Behaviour and Retrieval. London: Facet Publishing, 2011.
Course outcomes:	1 Students will understand the different types of library users and their information habits. 2 They will know the various education programmes that can be adopted to orient the users about the libraries. 3 They will be informed about the diverse information seeking behaviours exhibited by different categories of users. 4 They will learn the importance of user studies and methods of conducting user studies in libraries.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 606
Title of the Course : Web Technology
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1 To evaluate the evolution of the Internet and Web. 2 To discuss the functionalities and characteristics of Web browsers and Search Engines. 3 To differentiate the websites on the basis of operations and categorisation with reference to content. 4 To understand the present and future utilities of artificial intelligence in a library environment.	
Course Content:	1 **World Wide Web:** Introduction to World Wide Web, Evolution of World Wide Web and its Usage in information generation, Collection and Dissemination. Web Servers, Web Clients – Distributed Information System and Services, Web 2.0 and Library 2.0, Semantic Web, Web Browsers and Services	20 hours
	2 **Cloud Computing:** Cloud Computing: Concept, Benefits, Application in Libraries Cloud Computing- Categories - Infrastructure as a Service (IaaS), Platform as a Service (PaaS) and Software as a Service (SaaS), Models- Private, Public, Hybrid, Its Components, Practical component: Study of IIT Delhi Cloud Computing Software “Baadal”	15 hours
	3 **Websites:** Websites - Tools and Techniques; Types of Websites, Web Contents, Static Web Contents, Dynamic Web Contents – MySQL, PostgreSQL.	10 hours
	4 **Artificial Intelligence:** Artificial Intelligence, Internet of Things - Brief history and Growth, Impact on libraries, Future of IoT in libraries	15 hours
Pedagogy:	Lectures, discussions, presentations.	
References/Readings:	1. Bahga , A., & Madisetti , V. (2015). Internet Of Things: A Hands-On Approach. New Delhi: Orient Blackswan Private Limited. 2. Breeding, M. (2012). Cloud Computing for libraries. London: Facet Publishing. 3. Courtney , N. D. (2007). Library 2.0 and Beyond: Innovative Technologies and Tomorrow's User. Libraries Unlimited Inc. 4. Godbole, A. (2003). Web Technologies:TCP/IP to Internet Application Architectures. New Delhi: Tata McGraw Hill Education. 5. Goel, L. (2021). Artificial Intelligence: Concepts and Applications. Noids Uttar Pradesh: Wiley India Pvt Ltd. 6. McGrath, M. (2017). PHP & MySQL. New Delhi: BPB Publications. 7. Obe, R. O., & Hsu, L. S. (2017). PostgreSQL: Up and Running. O'Reilly Media. 8. Parkes, D., & Walton, G. (2010). Web 2.0 and Libraries: Impacts, Technologies and Trends. Chandos Publishing. 9. Russell, S., & Nornig, P. (2015). Artificial Intelligence: A Modern Approach. New Delhi: Pearson Education India. 10. Shelly, G., & M, F. (2011). Web 2.0: Concepts and applications. Boston: Cengage Learning. 11. White, C. (2011). Social media, crisis communication, and emergency management: leveraging web 2.0 technologies. Boca Raton U.S.A: CRC Press.	
Course outcomes:	On successful completion of this course, 1 The students will have better understanding of the background of world wide	

	web, its history & evolution over the years 2 Knowledge on how cloud computing can be utilised for providing library products and services. 3 Familiarise with various web-based technologies in providing more reliable and user friendly methods for library services. 4 Application of artificial intelligence and its need for libraries in current environment.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 607
Title of the Course : Public Libraries System
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1 To provide an understanding of need for library and information service support to different types of Public Libraries. 2 To help students to understand the nature of information sources, Information users and Information services in Libraries.	
Course Content:	1 Public Libraries- An Introduction: Public Libraries, Collection Development and Management. Meaning, Definitions, Origin, Objectives and Functions UNESCO Public Library Manifesto: 1972, 1994 and 2004.- Role of Public Libraries in Modern Society Growth and Development of Public Libraries in USA, UK and India. Steps in collection development: Selection and Acquisition of different types of documents including non-book materials.	10 hours
	2 HRP, Organization and Management: Organization and Management of Information Resources and Services. Staff Manual, Statistics, Work Measurement and Standards. Human Resource Planning (HRP). Nature, Size, Selection and Recruitment, Qualifications, Training and Education, Duties and Responsibilities, Service conditions, motivation and control. Organization of Information Resources. Planning and Organization of various types of Information services to the different types of users.	15hours
	3 Library Legislation: Management and Study of Library Legislation, - Library Legislation: UK, USA and India. Karnataka Public Libraries Act, 1965 and its features. Comparative and Critical Study of Public Library Acts in India.	9 hours
	4 Financial Management: Financial Management. Financial resources of Public Libraries, Mobilization and Estimation of Public Library Finance. Budget: Meaning, Definitions and Functions. Different types of Budgets and Application of PPBS in Public Libraries.	14 hours
	5 Library Automation and Users: Library Automation and Library Users. Computerization of different divisions Networking: National and Regional Levels. Resource sharing: Problems and Prospects. Study of Users and their needs, User Education and Public Library Standards.	12 hours
Pedagogy:	Lecture method / assignments / presentations	
References/Readings:	1 Beardwell, Ian and Holden, Len. Ed. (1996). Human Resource Management: Contemporary Perspective. New Delhi: McMillan. 2 Bilal, D. (2014). Library Automation: Core Concepts and Practical Systems Analysis. Ed. Libraries Unlimited. 3 Iyer, V. K. (1999). Library Management of Staff Training and Development. Delhi:Rajat. 4 Krishnamurthy, R. (1997). Library Management. New Delhi: Commonwealth. 5 Kumar, M. G., & Sethunath, (2012). V S. Public Libraries. Crescent Publishing Corporation.	

	6 McCloven, L.R. (1951). Public Library Extension, Paris. UNESCO. 7 Mittal, R.L. (1971). Public Library Law, Delhi: Metropolitan. 8 Ranganathan, S.R. (1950). Library Development Plan: A 30 year Programme for India with Draft Library Bill, Delhi: Delhi University. 9 Venkatappaiah, Velega. (2007).Public Library Legislation in the New Millennium. Bookwell. 10 White, Carl M. Ed. (1964). Bases of Modem Librarianship. New York: Pergmon, 1964. 11 Goulding, Anne. (2012). Public Libraries in the 21st Century: Defining Services and debating the future. Ashgare. United Kingdom.
Course outcomes:	By the end of the course students will be able to: 1 Identify current public librarianship trends. 2 Evaluate library programmes independently and collectively to ensure that they are acceptable for people of all ages, backgrounds, occupations, and interests. 3 Connect library services and programmes to the needs that arise from information-seeking behaviours in the community. 4 Will implement the knowledge to effectively manage public libraries.

(Back to top)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 608
Title of the Course : Specialist Libraries System
Number of Credits : 4
Effective from AY : 2022-2023

Prerequisites for the course:	Nil	
Course Objectives:	1 To study the need and importance of Specialist Libraries. 2 To study the services of Specialist Libraries. 3 To understand the Specialist Library Operation. 4 To acquaint the students with the present set up of Specialist Library System in India.	
Course Content:	1 Specialist Libraries- Introduction: Specialist Libraries- Concept, Role, Characteristics and Functions. Development of Specialist. Libraries in India. Role of IASLIC and Library & Information Policy at National Level in India. Functions and Services. Types of Specialist Libraries; Specialist Library Management; Role of scientific organisations.	15 hours
	2 Library Organization & Administration: Collection Development and Management of Government documents, Maps, Manuscripts, Newspaper clippings, Serials, Specifications (patents and standards), Technical reports and Theses. Financial Management Auditing: Sources of Finance and Budgeting techniques. Accounting, Auditing and Manpower development and Recruitment: Qualifications, Job Description and Staff Manual.	15 hours
	3 Infrastructure and Services: Library Building: Principles, Planning and Features. Information Services: Bibliographic, Current Awareness (CAS), Digest, Documentary Delivery, Indexing, Abstracting, Referral, Selective Dissemination (SDI), Translations, Consultancy. Trend Report, Reference & Information Services.	15 hours
	4 Resource Sharing and Networking: Resource Sharing and Marketing of Information: Concept, Areas, and Factors of Development, Elements and Process. Resources Sharing Networks. Networking and Marketing of Information Products & Services. Mix Marketing	15 hours
Pedagogy:	Lecture method / assignments / presentations	
References/Readings:	1 Burton, P. F. and Patic J. H. (1991). Information Management Technology: A Librarian's Guide. London: Chapman and Hall. 2 Clapp, V. W. (2010). Features of the research library. Urbana: University of Illinois. 3 Dhawan, K.S. (1997). Multi-media Library. New Delhi: Commonwealth Publishers. 4 Matarazzo, J. M., & Connolly, S. D. (2016). Knowledge and special libraries. London: Routledge. 5 Scammell, A. (2008). Handbook of special librarianship and information work. London: Routledge. 6 Semertzaki, E. (2011). Special libraries as knowledge management centres. Oxford: Chandos Publishing. 7 Wilkie, Chris. (2009). Managing film and video collections. London: Aslib 8 Yap, J. M., et al. (2016). Special library administration, standardisation and technological integration. Hershey, PA: Information Science Reference.	

Course outcomes:		After completion of the course, students
	1	Will be in a position to manage the system and services of Specialist Library and make the users literate by providing library services.
	2	Will be able to understand the specialist library readership and usage.
	3	Will be able to effectively manage the specialist libraries.
	4	Will be able to effectively manage resource sharing and networking.

(Back to top)

Discipline Specific Dissertation (DSD)

Name of the Programme : Master of Library and Information Science
Course Code : LIS – 651
Title of the Course : Dissertation
Number of Credits : 16
Effective from AY : 2022-2023

(Back to top)