



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

**Jnana Bharathi Campus, Bengaluru – 560056**

**Regulations and Syllabus**

**Maser of Library and Information Science**  
**(M.L.I.Sc.)**

**(Two Years – Semester Scheme)**

**Under**

**Choice Based Credit System (CBCS)**

**(Framed Under Section 44(I) (c) of the KSU Act**  
**2000**

**From 2017-18 and onwards**



**BANGALORE UNIVERSITY**

**Department of Library and Information Science**

Jnana Bharathi Campus, Bengaluru – 560056

**Prof. Ramesha**  
**Professor & Chairman**

**PROCEEDINGS OF THE MEETING OF BOARD OF STUDIES (BOS) IN LIBRARY AND INFORMATION SCIENCE HELD ON 28<sup>TH</sup> JUNE 2016 AT 11.00AM IN THE CHAIRMAN'S ROOM, DEPT. OF LIBRARY AND INFORMATION SCIENCE, J.B. CAMPUS, BANGALORE – 560 056.**

**Members Present:**

- |                           |                 |
|---------------------------|-----------------|
| 1. Prof. Ramesha          | Chairman        |
| 2. Prof. T.D. Kemparaju   | Member          |
| 3. Prof. B.D. Kumbar      | External Member |
| 4. Dr. K.G. Jayarama Naik | Member.         |

**Members Absent:**

- |                            |                 |
|----------------------------|-----------------|
| 1. Prof. M. Veerabasavaiah | Member          |
| 2. Prof. P.G. Tadasad      | External Member |

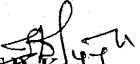
The Meeting of Board of Studies began with Welcome note by the Chairman to all the members. The members of BOS in Library and Information Science discussed the following agenda and resolved as follows:

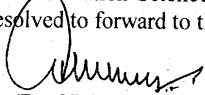
**Agenda 1. Approval Panel of Examiners for MLISc. Examination 2017-2018.**

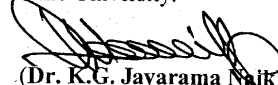
The Members scrutinized the draft panel of examiners (both Internal and External) keeping in view the eligibility, period of experience, areas of specialization etc., The board approved the list with necessary modification.

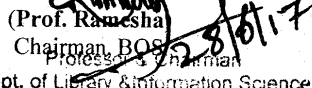
**Agenda 2: Revision of Master of Library and Information Science Course Syllabus**

The Members gone through the old syllabus and revised content of the syllabus keeping in views of the developments in Library and Information Science Education and Research. The board approved the revised syllabus and resolved to forward to the same to the University.

  
(Prof. T.D. Kemparaju)  
Special Invitee

  
(Prof. B.D. Kumbar)  
External Member

  
(Dr. K.G. Jayarama Naik)  
Member

  
(Prof. Ramesha)  
Chairman, BOS  
Professor & Chairman  
Dept. of Library & Information Science  
Bangalore University  
Bangalore-560 056

## **GUIDELINES AND REGULATIONS LEADING TO MASTER OF LIBRARY AND INFORMATION SCIENCE (TWO YEARS – SEMESTER SCHEME UNDER CBCS)**

### **COURSE DETAILS:**

Name of the Department	: Department of Library and Information science
Subject	: Library and Information science
Faculty	: Science
Name of the Course	: Master of Library & Information science (MLISc)
Duration of the Course	: 2 years – divided into 4 semesters
Intake to the course	: Sanctioned – 30 + Supernumerary Seats + 5 payment seats. Supernumerary as per the University regulations

### **OBJECTIVES**

The objectives of the course are:

1. To develop in students potential for critical thinking particularly concerting goals of Library and Information centers.
2. To train students for a professional career in Library and Information Services.
3. To train students in handling information resources (Print and non-print) to facilitate access and provision of information sources.
4. To train students in using information technology tools and techniques in information access, service, management and archival activities.
5. To further the state of the art in library and information science through extension, research and publications.

### **ELIGIBILITY FOR ADMISSION TO THE COURSE**

Candidates who have passed any degree examination in second class with 50% marks in aggregate and in optional subjects shall be eligible for admission. In case of SC/ST candidates, the percentage of marks for admission as per the University Guidelines issued from time to time.

### **MEDIUM OF INSTRUCTION**

The medium of instruction is English.

### **ATTENDENCE**

The students shall be considered to have completed the course if he/she has attended not less than 75% of the total number of working periods (Lectures, seminars, practical, dissertation taken together) during each semester.

### **CONTINUOUS EVALUATION**

The continuous evaluation marks awarded to a student shall be based on the evaluation of the performance of the student in respect of the following

1. Attendance
2. Performance in tests
3. Assignments
4. Seminars
5. Practical Records, Internship Reports, Dissertation, etc.

The class test, assignment, seminar shall be conducted in respect of each theory and practical paper (wherever applicable) for the purpose of awarding continuous evaluation marks. The department council shall be decide to give test/seminar to candidates who absent themselves for the above, only if the council is convinced that the absence of the candidate is on valid grounds. However, the council will allow the candidate to avail this provision within the duration of the semester.

The marks obtained in the continuous evaluation in the first attempt shall be carried over to the examination in the subsequent attempts.

#### APPEARANCE FOR EXAMINATION:

A candidate shall apply for all papers of a semester when he/she appears for the examination of that semester for the first time.

#### Scheme of Examination and Details of Course Patterns for MLISc., Degree Course (CBCS) 2017-2018 Onwards

Semester	Paper	Instruction hrs/week	Duration of exam (hrs)	Marks			Credits
				IA	Exam	Total	
<b>I</b>	4T	4x4	4x3	4x30	4x70	4x100	4x4
	2p	2x8	2x3	2x30	2x70	2x100	2x4
<b>Soft core</b>	1T	1x3	1x3	1x30	1x70	1x100	1x2
<b>Semester total</b>							26
<b>II</b>	3T	3x4	3x3	3x30	3x70	3x100	3x4
	2P	2x8	2x3	2x30	2x70	2x100	2x4
	1P	1x8	1x2	1x50	1x50	1x100	1x4
<b>Soft core</b>	1T	1x3	1x3	1x30	1x70	1x100	1x2
<b>Semester total</b>							26
<b>III</b>	3T	3x4	3x3	3x30	3x70	3x100	3x4
	2p	2x8	2x3	2x30	2x70	2x100	2x4
<b>Open elective</b>	1T	1x4	1x4	1x30	1x70	1x100	1x4
<b>Semester total</b>							24
<b>IV</b>	2T	2x4	2x3	2x30	2x70	2x100	2x4
	2P	2x8	2x2	2x50	2x50	2x100	2x4
<b>Dissertation</b>		16		1x150 <b>Dissertation &amp; Valuation</b>	1x50 Viva-voce	1x200	1x8
<b>Semester total</b>							24
<b>Program grand total</b>							100

## Master of Library and Information Science (MLISc.) Degree Course (CBCS)

### I SEMESTER

Paper No.	Title of the Papers	Max. Marks	Internal Assessment	Total Marks	Credits	Teaching Hours/W
LISHCP 101	Foundations of Library & Information Science	70	30	100	4	4
LISHCP 102	Information Sources	70	30	100	4	4
LISHCP 103	Management of Library & Information Centres	70	30	100	4	4
LISHCP 104	Knowledge Organisation: Classification (Theory)	70	30	100	4	4
LISHCP 105	Knowledge Organisation: Library Classification (Practical)	70	30	100	4	4
LISHCP 106	Information Sources (Practical)	70	30	100	4	4
<b>Soft Core</b>						
LISSCP 107	Marketing of Information Products & Services	70	30	100	2	2

### II SEMESTER

Paper No.	Title of the Papers	Max. Marks	Internal Assessment	Total Marks	Credits	Teaching Hours/W
LISHCP 201	Information Services & Systems	70	30	100	4	4
LISHCP 202	Cataloguing and Metadata (Theory)	70	30	100	4	4
LISHCP 203	Information Technology (Theory)	70	30	100	4	4
LISHCP 204	Information Technology (Practical)	50	50	100	4	4
LISHCP 205	Cataloguing and Metadata (Practical)	70	30	100	4	4
LISHCP 206	Information Services – (Practical)	70	30	100	4	4
<b>Soft Core</b>						
LISSCP 207	Information Policies and the Laws	70	30	100	2	2

### III SEMESTER

Paper No.	Title of the Papers	Max. Marks	Internal Assessment	Total Marks	Credits	Teaching Hours/W
LISHCP 301	Information Processing and Retrieval (Indexing)	70	30	100	4	4
LISHCP 302	Research Methodology	70	30	100	4	4
LISHCP 303	Information Use and User Study	70	30	100	4	4
LISHCP 304	Internship Training (practical)	70	30	100	4	4
LISHCP 305	Knowledge Organization: (UDC Practical)	70	30	100	4	4
<b>Open Elective</b>						
OEP 306	Information Literacy	70	30	100	4	4

### IV SEMESTER

Paper No.	Title of the Papers	Max. Marks	Internal Assessment	Total Marks	Credits	Teaching Hours/W
LISHCP 401	Web Technologies	70	30	100	4	4
LISHCP 402	Digital Library	70	30	100	4	4
LISHCP 403	Library Automation (Practical)	50	50	100	4	4
LISHCP 404	Digital Library (Practical)	50	50	100	4	4
LISHCP 405	Dissertation work*	150	50	200	8	8

*\* The Dissertation work should start from beginning of the III semester. The Dissertation should be submitted before commencement of 4<sup>th</sup> semester theory examination.*

**Abbreviations used:**

**LISHCP = Library and Information Science Hard Core Paper**

**LISSCP = Library and Information Science Soft Core Paper**

**OEP= Open Elective Paper**

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## I SEMESTER

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### LISHCP 101 FOUNDATIONS OF LIBRARY AND INFORMATION SCIENCE

**Unit 1: Library and Its Developments in India** : Library – Concept, meaning and definitions; Library Movement in India, Types of libraries and their functions and services. Academic Libraries – School library; College Library; University Library; Public Libraries – National Library of India, State Central Library and Special Libraries.

**14hrs.**

**Unit 2: Information and Communication** : Data, Information and Knowledge; Characteristics of Information; Communication – concept, meaning and types of Communication; Communication Model – Shannon-Weaver Model, Barriers to Communication

**12hrs.**

**Unit 3: Library and Information Science Profession:** Five Laws of Library Science and its Implications on Library Activities & Functions; Attributes of a LIS Profession; Professional ethics; Library and Information Science Education and Research in India

**12hrs**

**Unit 4: Professional Associations, Library Public Relations and Extension Activities of library:** Role of National and International Professional Bodies & Associations: ILA, IASLIC, KALA, IFLA, UNESCO; Extension activities of library; Library Publicity; Library guide; Public relations – Concept, need & purpose.

**14hrs.**

#### References:

1. Alma Ortega. (2017). Academic Libraries and Toxic Leadership, 1st Edition, Chandos Publishing, Elsevier.
2. Bolin, Mary. (2017). The 21st Century Academic Library: Global Patterns of Organization and Discourse / 1st ed., Chandos Publishing,
3. Buragohain, Alka: Various aspects of Librarianship and Information Science. New Delhi: Ess Ess, 2000
4. Evans, Edward G., & Saponaro, Margaret Zarnosky. (2013). Developing Library and Information Center Collections / 5th ed., Libraries Unlimited,
5. Gorman, Michael: Our enduring Values: Librarianship in the 21<sup>st</sup> Century Chicago: ALA, 2000.
6. Greer, Roger C., Grover, Robert J., & Fowler, Susan G. (2013). Introduction to the Library and Information Professions /2nd ed. ABC-CLIO :
7. Gupta, B.M. and others: Handbook of Libraries, Archives, Information centers in India, New Delhi: Aditya Prakasan, 1991. Related volumes.

8. Deshmukh, S.J. & Ghante, P B. (editors). Contemporary issues in Library and Information Science Atharva Publications, p.444; ISBN- 978-93-84093-11-2,
9. Higgins (2017). Managing Academic Libraries. Chandos Publishing, Elsevier.
10. Jennifer Downey. (2017). Public Library Collections in the Balance: Censorship, Inclusivity, and Truth. Libraries Unlimited Inc., P208. ISBN: 978- 1440849640
11. Kirstie Nicholson (2017). Innovation in Public Libraries: Learning from International Library Practice, Chandos Publishing, Elsevier.
12. Michael, Buckland. (2014). Information and Society. MIT Press
13. Peggy Keeran & Michael Levine Clark (2014). Research within the disciplines: foundations for reference and library instruction / 2Ed. Rowman & Littlefield:
14. Warner, Julian. (2009). Human Information Retrieval (History and Foundations of Information Science) / 1st ed. MIT Press:

### **LISHCP 102: INFORMATION SOURCES**

**Unit – 1: Information Sources:** Concept, meaning and definition; Information generation, (life cycle); formats of Information Sources, and Evaluation, Characteristics and Importance of information sources.

**10 hrs.**

**Unit – 2: Types of information sources:** Documentary sources and Non-Documentary Sources: Documentary sources - Primary sources, Secondary Sources and Tertiary sources; Non-documentary sources - Human Sources and Institutional Sources

**15 hrs.**

**Unit – 3: Electronic Information Sources:** Concept, Meaning and Definitions; Growth and Development of e-resources. Characteristics and Importance of Electronic Information Sources; Types of Electronic Information Sources- E-books, E- Journals, e-Databases, Electronic Thesis and Dissertations(ETDs), DOAJ, DOAB and Open Access sources, Consortia based electronic resources: e-Shodhsindhu, NLIST, IIT's & IIM's Consortia etc.,

**15 hrs.**

**Unit – 4: Evaluation of Print, Electronic & Web based Resources** - Criteria for Evaluation of Print, Electronic & Web based Resources.

**12 hrs.**

**References:**

1. Katz, W.A.: Introduction to reference work. New Yark, Mcgraw hill. 1992.
2. Krishan Kumar: Reference service, New Delhi: Vikas, 1990.
3. Krishan Kumar: Reference service. Ed-3, New Delhi, Vikas. 1987.
4. Mahapatra, M. and others: Access to Electronic Information. Bhubaneshwar. SIS Chapter, 2003.
5. Michael F. Bemis. (2013). Library and Information Science: A Guide to Key Literature and Sources. USA: ALA, ISBN: 978-0-8389-1185-3.



6. Nihar, K., & Patra. (2017). Digital Disruption and Electronic Resource Management in Libraries / 1st ed., Chandos Publishing,
7. Pasi, Gabriella, Bordogna, Gloria., & Lakhmi, Jain C. (2015). Quality Issues in the Management of Web Information. Springer Publications :
8. Sharma, J.S. and Grower, D.: Reference Service and Sources of Information. New Delhi, Essess. 1987.
9. Walford, A.J.: Guide to reference materials. London Library Association, 1982.

## **LISHCP 103: MANAGEMENT OF LIBRARIES AND INFORMATION CENTERS**

**UNIT-1: Basics of Library Management:** Management: Concept, meaning and definitions and functions, Principles of Management and their application in libraries, Scientific Management: Definition, principles, advantages, its application to LICs, Management of Change: Concept, need, impact, strategies

**12hrs.**

**UNIT-2: Routine Works of LICs:** Acquisition, Technical Processing, Circulation, Serial Control, Stock Verification: Purpose, Importance, Methods, Library Records and Statistics: Purpose, Types, Library annual Report and Library Committee

**14hrs.**

**UNIT-3: Human Resource Management:** Concept, Meaning and Types of Library Manpower, Human Resource Planning, Technique of HRM-Job Analysis, Job Description, Job Evaluation, job Specification, Human Resource Development- Recruitment, Training and Motivation, Performance Appraisal and Decision Making

**14hrs.**

**UNIT-4: Financial Management and TQM:** Preparation of library budget, Sources of Finance, Budgeting- Definition and Concept, Types of budgets, Accounting and Budgetary Control, Total Quality Management (TQM) - Its Concept and Techniques.

**12hrs.**

### **References:**

1. Applegate, Rachel. (2013). Practical Evaluation Techniques for Librarians. ABC-CLIO,
2. Beardwell, I. & Holden, L. Ed (1996). Human resource management: Contemporary perspective. New Delhi: McMillan.
3. Belkhamza, Zakariya. (2014). Measuring Organizational Information Systems Success: New Technologies and Practices: New Technologies and Practices. IGI Global,
4. Bratton, J. and Gold, J. 1994. Human resource management: Theory and practice. Basingstoke, Mac Millan.

5. Brophy, P. and Courling K. (1997). Quality management for Information and Library managers. Bombay: Jaico
6. Bryson Jo. (2017). Effective Library and Information Centre Management / 2<sup>nd</sup> ed., Routledge Publications,
7. Burger, Robert H. (2016). Financial Management of Libraries and Information Centers / 1<sup>st</sup> ed., Libraries Unlimited,
8. Chatterjee, Amitabha. (2016). Elements of Information Organization and Dissemination / 1<sup>st</sup> ed., Chandos Publishing,
9. Cook, Michael. (2013). The Management of Information from Archives / 2<sup>nd</sup> ed., Routledge Publications,
10. Katz, Linda S. (2012). Selecting Materials for Library Collections. Routledge,
11. Katz, W.A. (1980). Collection development selection of materials for Libraries. New York: HRW.
12. Kumar, P.S.G. (2003). Management of Library and Information Centres. Delhi: B. R. Publishing Corporation.
13. Margareta Nelke. (2012). Strategic Business Development for Information Centres and Libraries / 1<sup>st</sup> ed., Chandos Publishing,
14. Naryana (G J). (1991) "Library and Information Management". New Delhi: Prentice Hall of India.
15. Sharma, P. (2013). Collection Development and Management in Libraries and Information Centres in Digital Scenario. SSDN Publishers,
16. Stuart, Robert D., Claudia J., & Morner, Moran, Barbara B.. (2012). Library and Information Center Management / 8<sup>th</sup> ed., Libraries Unlimited,

## **LISHCP 104: KNOWLEDGE ORGANISATION - CLASSIFICATION (THEORY)**

**Unit 1: Universe of Knowledge** - Universe of knowledge, Concept, Meaning and Definitions; Attributes of Knowledge; Need, Purpose and Functions of Knowledge Organisation; Process of Knowledge growth; Knowledge Production and Knowledge Distribution; Universe of Subject, Modes of formation of subjects.

**12hrs.**

**Unit 2: Library Classification:** Concept, Meaning and Definition; Need and Purpose and Features of Classification; Knowledge Classification and Library Classification; General and Dynamic Theory of Classification; Planes of work

**12 hrs.**

**Unit 3: Normative Principles** of classification - Laws, Canons, Principles, and Postulates;

**12hrs.**

**Unit 4: Schemes of Library classification:** Enumerative, Faceted and Analytico-Synthetic scheme; Study of Standard Schemes of Classification- CC, DDC, UDC; Notation - types, qualities and functions. Future of in Library Classification; BIBFRAME

**16hrs.**

**References:**

1. Chan, Luis M: Cataloguing and Classification. 2<sup>nd</sup> Ed. New York: McGraw Hill, 1995.
2. Fosket, A.C: Subject approach to information. 5<sup>th</sup> Ed., 1991.
3. Fuchs, Caroline & Angel, Christine M. (2017). Organization, Representation and Description through the Digital Age /1st ed., De Gruyter Saur,
4. Guy St. Clair. (2014). Knowledge Services: A Strategic Framework for the 21st Century Organization. K G Saur VerlagGmbH & Co.,
5. Kochar, R.S: Library classification systems, New Delhi: Common Wealth Publications, 1998.
6. Krishan Kumar: Theory of library classification, New Delhi: Vikas, 1989. Press, 2000.
7. Ranganathan, S.R: Colon classification, Ed.6, SRELS, 1985(Reprint).
8. Ranganathan, S.R: Prolegomena to library classification, Bangalore: SRELS, 1989.
9. Svenonious, E: The intellectual foundations of information organization. Cambridge: MIT
10. Tayllor, Arlem.G: The organization of information. Libraries unlimited, 1999.

**LISHCP 105 KNOWLEDGE ORGANISATIONS (CLASSIFICATION PRACTICAL)**

Classification of documents according to Dewey Decimal Classification (DDC) - Latest edition available in the Department.

<b>Unit – 1:</b> Introduction: Structure and organization of DDC	12 hrs
<b>Unit – 2:</b> Classification of simple Documents.	12 hrs
<b>Unit – 3:</b> Classification of documents using tables	15 hrs
<b>Unit – 4:</b> Classification of complex and compound documents	13 hrs

**(Each student should maintain Practical Record and submit the same at the time of Practical Examination)**

**LISHCP 106 INFORMATION SOURCES (PRACTICAL)**

<b>Unit – 1:</b> Information Sources- Print- Primary Sources	12 hrs
<b>Unit – 2:</b> Information Sources- Print- Secondary and Territory Sources	12 hrs
<b>Unit – 3:</b> Criteria for evaluation of print and electronic sources	15 hrs
<b>Unit – 4:</b> Exercises on e-Resources	13 hrs

**(Each student should maintain Practical Record and submit the same at the time of Practical Examination)**

## LISSCP 107: MARKETING OF INFORMATION PRODUCTS AND SERVICES

**UNIT: 1 Marketing of Information products and services:** Concept, Meaning and Definitions of Information & library marketing; Information as a Resource and commodity; Need and purpose Marketing of library products and services; Concept of marketing in non-profit organizations.

**10hrs.**

**UNIT: 2 Planning of information products and services:** Planning and development of information products and services. Marketing Mix: Seven P's, four C's, Marketing strategies. Branding and Advertising.

**10hrs.**

**UNIT: 3 Information Marketing Segmentations:** Psychographic segmentation, behavioral segmentation, Demographic Segmentations, Marketing niche. Barriers in Information Marketing; Access barriers, linguistic barriers, legal barriers, economic barriers and cultural barriers; Pricing – Pricing of information products and services.

**6hrs.**

### References:

1. Asghar, Mah-e-Bushra & Bhatti, Rubina. (2012). Marketing of Library and Information Services and Products: Right Service to the right User. LAP LAMBERT Academic Publishing,
2. Cronin, B(1981). Marketing of Library and Information services. London: ASLIB.
3. Eden, Bradford Lee. (2015). Marketing and Outreach for the Academic Library: New Approaches and Initiatives. Rowman & Littlefield Publishers,
4. George Yi, Zhixian. (2017). Marketing Services and Resources in Information Organizations / 1st ed., Chandos Publishing,
5. Eileen, E. D.S. (2002). Marketing concepts for Libraries and Information services. 2nd Ed.
6. Hawkins, D.T. (1992) In Search of Ideal Information Pricing. In Crown, B., Ed., The Marketing of Library and Information Services. Aslib. 298-320 International Labour Organisation (Geneva). (1980) Creating a Market New Delhi, Sterling Publishers.
7. Helmic, Samantha C. (2015). Mobile Social Marketing in Libraries. Rowman & Littlefield Publishers,
8. Hofkirchner, Wolfgang., & Burgin, Mark. (2017). The Future Information Society: Social and Technological Problems. World Scientific Publications,
9. IASLIC (1988). Marketing of Library and Information services (13th IASLIC Seminar papers), IIM.
10. Jain, A.K and others Ed. (1995). Marketing of Information products and services. Ahmedabad:

11. Joseph Jestin K.J. & B. Parameswari, "Marketing of Information Products and Services for Libraries in India," Library Philosophy and Practice, Vol. 5 No. 1 (Fall 2002)
12. Kotler, Philip. (1995) Marketing for Nonprofit Organizations. 2nd ed. New Delhi: Prentice-Hall of India.
13. London: Facet Publishing.
14. Lucas-Alfieri, Debra. (2011). Marketing the 21st Century Library: The Time Is Now 1st ed., Chandos Publishing,
15. Melissa Goldsmith (2017). Proactive marketing for the new and experienced library Director. Chandos Publishing, Elsevier.
15. Reed, P.W. (1994) Marketing Planning and Strategy. Aslib Proceedings:45.
16. Saez, E.E. (1993). Marketing concepts for Libraries and Information services.
17. Shiva Kanaujia, 'Marketing of information products and services in Indian R&D library and information centres Library Management. Volume 25 · Number 8/9 · 2004 · pp. 350-360
18. Sylvia Thomas. (2014). Marketing Concepts for Library Information Services. Koros Press Limited.
19. Yi, Zhixian George. (2016). Marketing Services and Resources in Information Organizations (Chandos Information Professional Series) 1st ed., Chandos Publishing, ISBN: 978-0081007983

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## II SEMESTER

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### LISHCP 201 INFORMATION SERVICES AND SYSTEMS

**Unit – 1: Information Services:** Concept, meaning, definitions; Scope and Types of Information Services – Traditional Library Services and Web-enabled Library and Information Services; Need and Importance of information services.

**10 hrs.**

**Unit – 2: Types of Information Services:** Reference Service, Abstracting Service, Indexing Service, Current Awareness Services and Alerting Service, Document Delivery Service; Planning and Development of Information Services. Electronic Information Services - e-CAS, e-SDI, Electronic Document Delivery Services

**15 hrs.**

**Unit – 3: Study of Information Systems:** Concepts, Objectives, Functions, Names of Information System, Types of Information Systems – Planning, Design and Evaluation of Information Systems. Study of national information systems – NISCAIR, DESIDOC and NASSDOC

**15 hrs.**

**Unit – 4: Study of Global information systems** – Objective, functions and Services of INSPEC, MEDLARS, BIOSIS, COMPENDEX, ISI.

**12 hrs.**

## References:

1. Carmel, Maguire., Weir, Anthony D., Kazlauskas, Edward J. (2013). Information Services for Innovative Organizations. Emerald Group Publishing Limited,
2. Krishan Kumar: Reference service, New Delhi: Vikas, 1990.
3. Lucas, Amy (Ed): Encyclopedia of Information Systems and Services, Detroit: Gale Research, 1989.
4. Parida, Baman: Studies on information systems, services and programs in India and abroad. Delhi: Ajantha, 1993.
5. Ryan, Brendan. (2014). Optimizing Academic Library Services in the Digital Milieu: Digital Devices and their Emerging Trends / 1<sup>st</sup> ed. Chandos Publishing:
6. Rawley, Jennifer: Abstracting and Indexing services, 1988.
7. Sandra Hirsh. (2015). Information Services Today: An Introduction/ 1<sup>st</sup> ed., Rowman & Littlefield,
8. Smith, Linda C., & Wong, Melissa A.. (2010). Reference and Information Services: An Introduction, / 5<sup>th</sup> ed., Libraries Unlimited,
9. Vickery, B: Information Systems, London: Butterworths, 1987.

## LISHCP 202: CATALOGUING AND METADATA (THEORY)

**Unit: 1 Organization of Knowledge:** Concept, Meaning and Definitions; Organization of Information Sources; Catalogues, Indexes, Bibliographies; Library catalogue: Definition, Purpose, Need and functions; Forms of Catalogue - Physical forms and Inner forms of catalogue;

**12 hrs.**

**Unit 2: Study of Library Catalogue Codes -** Evolution of Catalogue Codes: From Panizzi to AACR2 (R) and FRBR-RDA; Resource Description Framework (RDF)

**14 hrs.**

**Unit 3: Subject cataloguing:** Concept, Purpose, and importance; Subject heading lists – LCSH, SLSH, MESH and Thesaurus; Chain Procedure; Cooperative, Centralized and Union Catalogue.

**14 hrs.**

**Unit 4: Standards for Bibliographic Description –** Metadata Standards - MARC21, Dublin Core; DCAT (Data Catalog Vocabulary), Z39.50, PREMIS (Preservation Metadata: Implementation Strategies), Current trends in Library Cataloguing.

**12 hrs.**

## References:

1. Anglo-American cataloguing Rules. Rev. Ed. 1998.
2. Anne Welsh. (2017). Environment: The Transition from AACR2 to RDA / 1<sup>st</sup> ed., Facet Publishing,
3. Bharat Bhargava. (2014). Digital Libraries and Multimedia Softcover reprint of hardcover / 1<sup>st</sup> ed. Springer Publications.

4. Bishop, William Warner (2017). Practical Handbook of Modern Library Cataloging (Classic Reprint). Forgotten Book,
5. Bowman, J. H.: Essential Cataloguing. London: Facet, 2003.
6. Brenndorfer, Thomas. (2016). RDA Essentials. ALA,
7. Chan, Lois Mai: Cataloguing and Classification, ISE. New York: McGraw Hill, 1995
8. Chakraborty, AR and Chakraborty, B: Indexing: Principles, processes and producers. Calcutta: World Press, 1984.
9. Cook, Michael. (2017). The Management of Information from Archives / 2nd ed., Routledge
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11. Gartner, Richard (2016). Metadata: Shaping Knowledge from Antiquity to the Semantic Web / 1st ed. Springer,
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17. O'Dell, Allison Jai. (2015). Subject Description and Discovery: Access to Archives and Special Collections on the Semantic Web. Libraries Unlimited,
18. Ranganathan, S.R: Classified catalogue code. Ed5. Bangalore: SRELS, 1989(Reprint
19. Shaw, Marie Keen. (2011). Cataloging Library Resources: An Introduction (Library Support Staff Handbooks). Rowman & Littlefield,
20. Spiteri, Louise F. (ed.). (2016). Managing Metadata in Web-scale Discovery Systems. Facet Publishing
21. Taylor, Arlene G., & Joudrey, Daniel N. (2017). The Organization of Information, / 4<sup>th</sup> ed., Libraries Unlimited,
22. Taylore, A.G. and Miller, David P. Wynar's introduction to cataloguing and classification. Ed. 10. London, Libraries Unlimited, 2006
23. Warner, William. (2016). Practical Handbook of Modern Library Cataloging. Wentworth Press.

## LISHCP 203: INFORMATION TECHNOLOGY (THEORY)

**Unit 1: Information Technology:** Concept, definition and Generations of Computers, Types of Computers. Computer Hardware: Units of Computers-ALU, Control unit, Input/ Output Unit and Memory unit. **Software:** System Software: Operating Systems-MS-Windows, UNIX and LINUX. Application Software: MS-Word, MS-Excel and MS-Power point.

**14hrs**

**Unit 2: Data Representation and File Organization:** Binary Codes, Character Encoding Standards-ASCII, ISCII and Unicode, File Organization

**12hrs**

**Unit 3: Communication Technologies:** Digital and Analog Signals, Modulation, Frequency, Bandwidth and Multiplexing.

**12hrs.**

**Unit 4: Library Networks and Resource Sharing:** Network Architecture, types of Network, Library Networks: INFLIBNET, DELNET, NICNET, Resource sharing through Library Consortia: e-Shodhasindu, NLIST, IIT's, IIM's etc.,

**14hrs.**

### References:

1. Aldini, Alessandro., & Bogliolo, Alessandro. (2014). User-Centric Networking: Future Perspectives (Lecture Notes in Social Networks) Softcover reprint of the original / 1st ed. Springer;
2. Borgman, Christine L. (2017). Big Data, Little Data, No Data: Scholarship in the Networked World / 1st ed., MIT Press,
3. Brügger, Niels., & Schroeder, Ralph. (2017). The Web as History: Using Web Archives to Understand the Past and the Present / 1st ed., UCL Press,
4. Clark, Jason A., & Kroski, Ellyssa. (2015). Free Technology for Libraries. Rowman & Littlefield Publishers :
5. Dhiman, Anil.K: Basics of Information Technology for Librarians and Information Scientists Vol.1, New Delhi: Ess Ess publications, 2003.
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8. Elizabeth, Willse., & Ellyssa, Kroski. (2015). Data Visualizations and Infographics (Library Technology Essentials) /1<sup>st</sup> ed. Rowman & Littlefield Publishers :
9. Hennig, Nicole. (2017). Keeping Up with Emerging Technologies: Best Practices for Information Professionals. Libraries Unlimited,



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11. Joiner, Ida., (2017). Emerging Library Technologies: It's Not Just for Geeks / 1<sup>st</sup> ed., Chandos Publishing;
12. Kashyap, M.M. (1993). Database systems, New Delhi: Vikas,.
13. Kaul, H.K: Information networks: an Indian experience, New Delhi: Virago, 1992.
14. Keren, C., & Perlmutter, L. (ed). (1995). The application of mini and micro computers in information, documentation, and libraries. Amsterdam: Elsevier, 1995.
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16. Murugan, K. (2016). Application of ICT in Library Services Paperback. LAP LAMBERT Academic Publishing,
17. Shahzad, Khurram. (2012). Use and Impact of ICT in Libraries Paperback. LAP LAMBERT Academic,
18. Silverman, Jacob. (2015). Terms of Service: Social Media and the Price of Constant Connection. Harper Publications,
19. e-Shodh Sindhu: <https://www.inflibnet.ac.in/ess/>
20. INFLIBNET: <https://www.inflibnet.ac.in/>
21. DELNET: <http://delnet.nic.in/>
22. NICNET: <http://www.nic.in/about-us>
23. INDEST: <http://paniit.iitd.ac.in/indest/>
24. NLIST: <http://nlist.inflibnet.ac.in/>

### **LISHCP 204 INFORMATION TECHNOLOGY – I (Practical)**

Unit 1: Exercise in the use of operating systems: (MS DOS and Windows)	<b>12hrs.</b>
Unit 2: Word Processors – MS-WORD/ Open Office Writer	<b>12hrs.</b>
Unit 3: Spread sheets _ MS-EXCEL	<b>16hrs.</b>
Unit 4: Presentation packages - MS-Power Point/Open Office Presenter	<b>12hrs.</b>

**(Each student should maintain Practical Record and submit the same at the time of Practical Examination)**

**Note:** Marks for Practical Examination: (2 hours per batch)

50 Marks for practical Examination

25 Marks for Practical Record

20 Marks for Assessment and Test (Internal Test)

05 Marks for Attendance

## LISHCP 205: CATALOGING AND METADATA (PRACTICAL)

Document cataloging according to AACR-2R, MARC-21 and Dublin Core.

- Unit – 1:** Catalog of Single, joint authors and mixed authors. **12 hrs**
- Unit – 2:** Cataloging of serials publication, multi volumes and corporate publications. **10 hrs**
- Unit – 3:** Cataloging of Pseudonym, periodicals and electronic resources. **16 hrs**
- Unit – 4:** Metadata: MARC 21 and Dublin Core **14 hrs**
- (Each student should maintain Practical Record and submit the same at the time of Practical Examination)

## LISHCP 206 INFORMATION SERVICES (PRACTICAL)

- Unit 1:** Compilation of Bibliography and Indexing of Books **16 hrs**
- Unit 2:** News Paper Clippings **12 hrs**
- Unit 3:** Preparation of Abstract **12 hrs**
- Unit 4:** Indexing of Periodical/Journal Articles **12 hrs**
- (Each student should maintain a Practical Record and submit the same at the time of Practical Examination)

## LISSCP 207: INFORMATION POLICES AND LAWS (Weekly 2 hours)

- Unit1: National Information Policy:** Concept, Definition, Need and purpose; Information Use, Fair Use, Misuse, Institutional Repository (IR) Policy, Open Access Policy. **10hrs.**
- Unit 2: Library Legislation in India:** Library Legislation: Concept, Definition and Importance, Library Legislation in India, Karnataka Public Library Legislation Act (KPLA), Delivery of Books and Newspapers (DB) Act, IT Act of Govt. of India. **10hrs.**
- Unit 3: Intellectual Property Right (IPR):** Intellectual Property Right (IPR) - Copyright, Trademark, and Patents; Right to Information (RTI), E-governance, Plagiarism: Concept, Definition and types. **06hrs.**

## References:

1. Andrews, Judith., & Law, Derek. (2017). Digital Libraries: Policy, Planning and Practice 1st ed., Routledge Publications,
2. Dan Burk and Mark Lemley, The Patent Crisis (and How the Courts Can Solve It) (University of Chicago Press: Chicago, 2009), pp 3-94 and 109-141.
3. Daniel Solove, Marc Rotenberg, and Paul Schwartz, Privacy, Information, and Technology (Aspen Publishers, 2006), pp 8-54, 57-107, 309-316
4. Dina, Yemisi. (2015). Law Librarianship in Academic Libraries: Best Practices / 1st ed., Chandos Publishing
5. Jessica Litman, Digital Copyright: Protecting Intellectual Property on the Internet, pp 15-34, 89-100, 111-191.
6. Jonathan Nuechterlein and Philip Weiser, Digital Crossroads: American Telecommunications Policy in the Internet Age (MIT Press: Cambridge MA, 2005), pp 1-30, 45-68, and 225-290.
7. Sandra Braman, "Bounding the Domain: Information Policy for the Twenty-First Century," in Change of State: Information, Policy, and Power (MIT Press: Cambridge MA, 2006), pp 56-78.
8. The Digital Millennium Copyright Act: Highlights of New Copyright Provision Establishing Limitation of Liability for Online Service Providers," Medical Library Association:

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### III SEMESTER

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#### LISHCP 301: INFORMATION PROCESSING & RETRIEVAL (INDEXING)

**Unit – 1: Information Retrieval system:** Basic concepts, objectives, components and functions.

**13hrs**

**Unit – 2: Indexing and indexing languages-** Thesaurus: meaning, features, purpose and functions; Design and development of thesaurus, Natural language processing. Information search process: query analysis and formulation, search strategy and search techniques

**16hrs**

**Unit – 3: Indexing system –** Pre- coordinate and Post-coordinate indexing systems, chain indexing, PRECIS, KWIC, Citation indexing, Automatic indexing.

**13hrs**

**Unit – 4: Evaluation of IR system –** Criteria for evaluation, recall and precisions selected experiment e.g., MEDLARS, STAIR and SMART. Trends in information Retrieval system

**10hrs**

## References:

1. Bates, Marcia J. (2011). *Understanding Information Retrieval Systems: Management, Types, and Standards*. CRC Press
2. Bates, Marcia J. (2012). *Understanding Information Retrieval Systems: Management, Types, and Standards*. CRC Press,
3. Chernyi, A.I: *introduction to information retrieval theory*, 1973
4. Chowdhury. G.G. (2013). *Introduction to Modern Information Retrieval /3<sup>rd</sup> ed.*, Neal-Schuman Publishers
5. Choudhary, GG: *Information retrieval systems*. Calcutta: IASLIC, 1995
6. Chowdhury, G.G. *introduction to modern information retrieval*, 2<sup>nd</sup> edn, London, Facet Publishing, 2003.
7. Cleaveland, D.B. and Cleveland, A.D: *Introduction to indexing and Abstracting*, 1983
8. Foster, Allen., Rafferty, Pauline., & Pauline, Rafferty. (2011). *Innovations in Information Retrieval: Perspectives for Theory and Practice*. Facet Publishing.
9. JermeDinet. (2012). *Information Retrieval in Digital Environments (FOCUS) / 1<sup>st</sup> ed.*, Wiley,
10. Lancaster, F.W.: *Indexing and Abstracting in theory and practice*. London, Facet Publishing, 2003.
11. Lancaster, F.W.: *Information retrieval systems*. 1980
12. Lancaster, F.W.: *Information retrieval systems. Characteristics, testing and evaluation*, 1968.
13. Metzler, Donald. (2011). *A Feature-Centric View of Information Retrieval*. Springer,
14. Moens, Marie-Francine. (2013). *Automatic Indexing and Abstracting of Document Texts / 2nd ed.*, Springer,
15. Oard, Douglas W., & Webber, William Lloyd. (2013). *Information Retrieval for E-Discovery*. Now Publishers Inc.,
16. Raieli, Roberto. (2014). *Multimedia Information Retrieval: Theory and Techniques / 1st ed.*, Chandos Publishing,
17. Satyanarayana, N.R. (2016). *An Introduction to Information Processing & Retrieval: For Library and Information Professionals*. EssEss Publications,
18. Vandebroek, Alicia (2012). *Bookmarking: Beyond the Basics*. Linworth Publishing,
19. Wei, Chia-Hung (2013). *Modern Library Technologies for Data Storage, Retrieval, and Use / 1st ed.*, IGI Global,

## LISHCP 302: RESEARCH METHODOLOGY

**UNIT-1: Fundamentals of Research:** Concept, Definition, Elements, Functions, Purpose and Scope. Types of Research - Pure Vs Applied Research, Individual Vs Collaborative, Interdisciplinary Vs Multidisciplinary, Team, Relay Research. Research problem identification and Factors to be considered in determining Research Problem.

12hrs

**UNIT-2: Planning of Research:** Research Design-Its concept, Purpose, planning procedures. Synopsis- concept and essential Components, Hypothesis- concept, Sources of Hypotheses, Functions and types; Testing of Hypotheses – Null hypotheses, Alternative hypotheses. Two types of error, level of significance, Testing of hypotheses with simple problems;

12hrs

**UNIT-3: Methods of Research:** Methods of Research: Survey Method, Case Study Method, and Delphi Techniques; Sampling techniques – probability and non-probability techniques; Methods of Data Collection: Questionnaire, Interview and Observation, Historical/Recorded data. Data analysis and Interpretation.

14hrs

**UNIT-4: Basic Statistics and Metric Studies:** Population, parameters and statistics, Frequency distribution, Measures of central tendency and dispersion; Probability: Concept and Definitions; Probability distribution; Basic concept of Metric Studies: Bibliometric, Scientometric and Webometrics; Preparation of Research report-structure, component and quality of report; Evaluation of Research Report.

14hrs

### References:

1. Alastalo M. (2008) The history of social research methods. The Sage Handbook of Social Research Methods. Sage Publications. London
2. Berg, B. L. (2008) Qualitative Research Methods for the Social Sciences. Pearson London
3. Berg, Bruce L., & Lune, Howard. (2011). Qualitative Research Methods for the Social Sciences / 8th ed., Pearson Publications,
4. Bethlehem, Jelke., & Biffignandi, Silvia (2014). Handbook of Web Surveys/ 1st ed., Wiley Publications,
5. Bhandarkar. P.L & Wilkinson. T. S (1992): Methodology & Techniques of Social research Ed.9 Bombay, Himalaya.
6. Busha, Charles, H. and Harter, Stephen, S (1980): Research Methods in Librarianship:
7. Charles, H. et.al (1993) Research Methods in Librarianship: Techniques and Interpretations. New Delhi, Sage.

8. Creswell. John W. (2014). *Research Design: Qualitative, Quantitative, and Mixed Methods Approaches / 4th ed.*, SAGE Publication
9. Dane, Francis C. (2017). *Evaluating Research: Methodology for People Who Need to Read Research / 2nd ed.*, SAGE Publications
10. Dane, Francis C.. (2017). *Evaluating Research: Methodology for People Who Need to Read Research / 2nd ed.*, SAGE Publications,
11. Fowler, F J Jr. (1993): *Survey Research Methods*. New Delhi: Sage.
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13. Glazer J D and Powell R. R (1992): *Qualitative Research in Information Management*. Englewood: Libraries Unlimited.
14. Goode, W. and Hatt, P K (1989): *Methods in Social Science Research*. Auckland: McGraw-Hill,
15. Gopal. M.H (1990.). *An introduction to research procedure in social sciences*. Asia, Bombay.
16. Greenfield, Tony., & Greener, Sue. (2012). *Research Methods for Postgraduates/ 3rd ed.*, Wiley
17. Greenfield, Tony.,& Greener, Sue. (2014). *Research Methods for Postgraduates/ 3rd ed.*, Wiley Publications,
18. Hájek, J. (1981). *Sampling From a Finite Population*. New York: Marcel Dekker,
19. Hedayat, A.S., & Sinha, B.K.(1991) *Design and Inference in Finite Population Sampling*. New York: John Wiley & Sons.
20. Henry Russell Bernard (2012). *Social Research Methods: Qualitative and Quantitative approaches*. Sage Publications.
21. Hinton, Perry R., & McMurray, Isabella (2017). *Presenting Your Data with SPSS Explained / 2nd ed.*, Routledge Publications,
22. Hinton, Perry R., & McMurray, Isabella. (2017). *Presenting Your Data with SPSS Explained / 2nd ed.*, Routledge Publications,
23. Hoyle, R.H. (1999) *Statistical Strategies for Small Sample Research*. Thousand Oaks, CA: Sage Publications,
24. Kin Robert K (1989): *Case Study Research: Design and Methods*. New Delhi: sage Publications.
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26. Kraft D H and Royce B R (1991): *Operations Research for Libraries and Information Agencies*. San Diego, CA: Academic Press.
27. Krishna Kumar (1992): *Research methods in library in social science*. Vikas, New Delhi,
28. Krishnaswamy, O R (1993) *Methodology for Research in Social Sciences*. Delhi: Himalayan Publishing House.
29. Kumar, Ranji. (2005). *Research Methodology*, New Delhi, SAGE publications.
30. Lancaster F W (1993). *If you want to evaluate Your Library?* London: LA.
31. Line, M B (1967): *Library Surveys*. London: Clive-Bingley.
32. Line, Maurice. B (1982): *Library surveys: An introduction to the use, planning procedure and presentation of survey*. Ed2. Clive Bingley, London.

33. Liz van Aswegen (2010) Research and the Harvard method of bibliographic citation: a research writing and style guide for postgraduate students.
34. Tuck, Eve., McKenzie, Marcia., (2017). Place in Research: Theory, Methodology, and Methods / 1st ed., Routledge,
35. Williamson, Kirsty., & Johanson, Graeme. (2017). Research Methods: Information, Systems, and Contexts / 2nd ed., Chandos Publishing,
36. Young, P.V. (1982) scientific social surveys and research. Ed4. Prentice Hall of India, New Delhi.
37. Willis, Jerry W. (2017). Foundations of Qualitative Research: Interpretive and Critical Approaches. SAGE Publications:
38. Yves, Gingras. (2016). Bibliometrics and Research Evaluation: Uses and Abuses (History and Foundations of Information Science). MIT Press :

### **LISHCP 303 INFORMATION USE AND USER STUDY**

**Unit – 1: Information user and their needs:** Categories of information users; Information seeking behavior: Concept, definitions and models of Information Seeking Behaviour (ISB).

**13hrs**

**Unit – 2: User studies:** Concept, definition, importance of user studies, Types of user's studies

**11hrs**

**Unit – 3: Methods, techniques and Strategies of user studies.** Method of Data Collection – Interview method, questionnaire, Dairy and Observation methods.

**13hrs**

**Unit – 4: User Education and Information Literacy:** concept, meaning and definition, Need and scope, planning and designing of user education. Methods and techniques of user education programme; Information literacy and its types, methods of conducting Information Literacy programme.

**15hrs**

#### **References:**

1. Chowdhury, G.G., & Chowdhury, Sudatta. (2013). Information Users and Usability in the Digital Age. Neal-Schuman Publisher
2. Chun, Wei-Choo B., & Turnbull, Detlor D. (2013). Web Work: Information Seeking and Knowledge Work on the World Wide Web. Springer
3. Dobрева, Milena., O'Dwyer, Andy., Feliciati, Pierluigi. (2012). User Studies for Digital Library Development / 1<sup>st</sup> ed., Facet Publications,
4. Dorner, Daniel G., Gorman, G.E., & Calvert, Phillip J. (2014). Information Needs Analysis: Principles and Practice in Information Organizations / 1st ed., Facet Publishing,
5. Girija Kumar and Krishan Kumar: Philosophy of user education, New Delhi, Vikas. 1983.
6. Lubans, J. (Ed): Educating the library user, New Delhi, Essess. 1978.

7. Sridhar, M.S.: User research: A review of information behaviour in Science and technologies. Bangalore, Biblio information service, 1990.
8. Svimi Marialli, D.: Designing instructions for library users, a practical guide. New Delhi.

### **LISHCP 304 INTERNSHIP TRAINING (practical)**

Each student has to work for a period of **4 weeks** as Internship trainee in a selected library to get firsthand experience on various functions, activities and services. The student has to submit a report of work done in selected library under the guidance and supervision of the concerned library staff before the commencement of theory examination.

### **LISHCP 305 KNOWLEDGE ORGANISATION (UDC-PRACTICAL)**

Classification of documents according to UDC (latest edition)

<b>Unit – 1:</b> Introduction: Structure and organization of UDC	12 hrs
<b>Unit – 2:</b> Classification of simple documents.	12 hrs
<b>Unit – 3:</b> Classification of documents using Auxiliary tables	15 hrs
<b>Unit – 4:</b> Classification of complex documents	13 hrs

**(Each student should maintain Practical Record and submit the same at the time of Practical Examination)**

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### **OPEN ELECTIVE**

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#### **OE (OPEN ELECTIVE): P306 INFORMATION LITERACY**

**Unit -1: Information literacy:** Concept, Meaning, Definitions, Need and Importance of Information Literacy. Historical Development of Information Literacy in India and Aboard.

**10 hrs.**

**Unit – 2: Types of information literacy:** Technology literacy, Computer literacy, media literacy, and digital literacy. Lifelong learning and its components.

**14 hrs.**

**Unit – 3: Models of information literacy:** Partners of Information Literacy, Role of Libraries and Information Centers in Information Literacy. Information Literacy Models - SCONUL model, CAUL model and BIG6 model and Empowering 8 Model etc.,

**14 hrs.**



**Unit – 4: Global perspectives of information literacy:** Study of Information literacy programmes – UK, USA and Australia; Information literacy in India; Current trends in information literacy. **14 hrs.**

**References:**

1. Alewine, Michael C., & Mark Canada. (2017). Introduction to Information Literacy for Students, 1st ed., Wiley-Blackwell Publication, ISBN: 978-1119054757.
2. Bravender, Patricia., McClure, Hazel., & Gayle Schaub. (2015). Teaching Information Literacy Threshold Concepts: Lesson Plans for Librarians. American Library Association, ISBN: 978-0838987711.
3. Broussard, Mary Snyder. (2017). Reading, Research, and Writing: Teaching Information Literacy with Process-Based Research Assignments. American Library Association, ISBN: 978-0838988756.
4. De Abreu, Belinha S., Mihailidis, Paul., Lee, Alice Y.L., Melki, Jad., McDougall, Julian. (2017). International Handbook of Media Literacy Education / 1st ed., Routledge Publications, ISBN: 978-1138645509.
5. Dominika Dechiel. (2016). Data Information Literacy: Librarians, Data and the Education of a New Generation of Researchers. Scitus Academics LLC, ISBN: 978-1681172552.
6. Downey, Annie. (2016). Critical Information Literacy: Foundations, Inspiration, and Ideas. Library Juice Press, ISBN: 978-1634000246.
7. Eisenberg, M.B. and others: Information literacy: essential skill for the information age. Ed-2, West Port, Libraries unlimited. 2004.
8. Forster, Marc. |(2017). Information Literacy in the Workplace. Facet Publishing, ISBN: 978-1783301324
9. Fourie, Denise K., & Loe, Nancy E. (2016). Libraries in the Information Age: An Introduction and Career Exploration, 3rd ed., Libraries Unlimited, ISBN: 978-1610698641.
10. Grassin, E.S and Kplowitz, J.R.: Information literacy instructions: Theory and Practice. New York, Neal schunan, 2001.
11. Marcus Leaning. (2017). Media and Information Literacy: An Integrated Approach for the 21st Century / 1st ed., Chandos Publishing,
12. Nutefall, Jennifer E. (2016). Service Learning, Information Literacy, and Libraries. Libraries Unlimited, ISBN: 978-1440840913.
13. Perdew, Laura. (2016). Information Literacy in the Digital Age (Essential Library of the Information Age) Library Binding / Essential Library, ISBN: 978-1680782851.
14. Tight, M. (1998): Information literacy is Lifelong learning: Opportunities or Compulsion?, British Journal of education studies. V. 16 (3), 251-263.

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## IV SEMESTER

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### LISHCP 401: WEB TECHNOLOGIES

**Unit - 1:** World Wide Web: History and Evolution, Uniform Resource Locator (URL), Web Servers. 10hrs.

**Unit - 2:** Web Browsers and Search Engines: Browsers- Netscape Navigator, Internet Explorer, and Mozilla Firefox, Search Engines- Google and Yahoo 13hrs

**Unit - 3:** Web Designing and Scripting; Introduction to Markup languages: SGML, HTML and XML. Scripting languages: Client-side Scripting – VB Script and Java Script; Server-side Scripting- ASP and JSP; HTML, Open source Web design 15hrs.

**Unit - 4:** Web Tools and apps; Identification, Selection and Criteria for evaluation of websites. Web Tools and Apps for LIS. 14hrs.

#### **Selected readings**

1. Hahn, Harley: The Internet Complete Reference. 2<sup>nd</sup> Ed. New Delhi:Tata Mcgraw Hill, 2002.
2. Young, Margaret,Levine and others:The complete Reference Internet, Millennium Ed. New Delhi: McGraw-Hill, 1999.
3. Singh, J.N. and others: Internet and Information Technology. Bangalore: Subhas Stores, 2003.
4. Williamson, Heather: The Complete Reference XML. New Delhi: Tata McGraw-Hill, 2004.

### LISHCP 402 LIBRARY AUTOMATION AND DIGITAL LIBRARY

**Unit-1:** Integrated Library Management System (ILMS): Definition, need, purpose and advantages. Manual system Vs Automated System: Historical Development of Library Automation; Retrospectives conversion.

**12hrs**

**Unit-2: Planning for Integrated Library Management System (ILMS):** hardware, software, technical standards etc.; ILMS software – Proprietary software and FOSS (Free and Open Source Software) – Koha, NewGenLib; **Areas of ILMS** – Acquisition, Cataloguing, Access to Catalogue (OPAC), Circulation and Serial Control. **14hrs**

**Unit 3: Digital Library and Digital Library Software:** Digital Libraries: Concept, Definition, Objectives and Characteristics; Digital Library initiatives in India – Digital Library of India (DLI); National Digital Library of India (NDLI); **Digital Library Software:** Features of Digital Library Software – DSpace, Green Stone Digital Library (GSDL) **14hrs**

**Unit 4: Institutional Repository (IR):** Institutional Repository: Concept, Definition and Importance; Steps in Creation of Institutional Repository; Electronic Thesis & Dissertation(ETD)- ShoodhaGanga; Institutional Repositories in India; Institutional Repositories in Karnataka.

**12 hrs.**

**References:**

1. Cohn, John M., Kelsey, Ann L., & Keith Michael Fiels. (1998). Planning for library automation: A Practical Handbook. London: Library Association,
2. Dania Bilal. (2015). Library Automation: Core Concepts and Practical Systems Analysis, / 3<sup>rd</sup> ed., Libraries Unlimited;
3. David Lankes R., & Others (eds.): Implementing Digital Reference Services Setting Standards and making it real. London: Facet, 2002.
4. Hilal Ahmad & Mehtab Alam Ansari. (2016). Library Automation in India: An Evaluative Study. AneBooks Private Ltd., New Delhi, 2016, ISBN : 978-93-8546-298-6, p208.
5. Hilal Ahmed. (2016). Integrated Library Management Systems: An Indian Scenario of Modern Library Automation / 1st ed., EssEss Publications
6. Jost, Richard M. (2016). Selecting and Implementing an Integrated Library System: The Most Important Decision You Will Ever Make / 1st ed., Chandos Publishing
7. Judy Brooks. (2014). Practical Systems Analysis in Library Automation and Management. Koros Press Limited,
8. Nicole Hennig. (2014). Apps for Librarians: Using the Best Mobile Technology to Educate, Create, and Engage. Libraries Unlimited,
9. Planning for library automation: A Practical Handbook / John M. Cohn, Ann L. Kelsey and Keith Michael Fiels – London : Library Association, 1998.
10. Reynolds, Dennis. Library automation: Issues and applications. New York: Bowker, 1985.
11. Rowley, Jennifer: The electronic library. London: L.A. 1998.
12. Webber, Desiree., & Peters, Andrew. (2016). Integrated Library Systems: Planning, Selecting, and Implementing / 1st ed., Libraries Unlimited,
13. William Saffady: Introduction to Automation for Librarians. ALA, 1999.
14. Agarwal, Vibhuthi. Virtual Collections in digital libraries. New Delhi: Rajat Publications, 2006.
15. Agosti, Maristella., Bertini, Marco., Ferilli, Stefano., Marinai, Simone., & Orio, Nicola (ed). Digital Libraries and Multimedia Archives: 12th Italian Research Conference on Digital Libraries, IRCDL 2016, Florence, Italy, February 4-5, 2016, / 1st ed., Springer Publications,

16. Alison Cooke: A Guide to finding Quality Information in the Internet. 2<sup>nd</sup> Ed. London: Facet, 2001.
17. Amant, Kirk St. and Still, Brian. Handbook on research on open source software: Technological, economic, and social perspective. Hershey: Information Science Reference, 2007.
18. Arms, William Y. Digital libraries. New Delhi: Ane Books, 2005.
19. Badhursha, K Nazeer. Digital Library Architecture. New Delhi: Ane Books, 2008
20. Banerjee, Kyle., & Parks, Bonnie. (2017). Migrating Library Data: A Practical Manual. Neal-Schuman Publishers. ISBN: 978-0838915035.
21. Bhardwaj, Raj Kumar. (2016). Digitizing the Modern Library and the Transition from Print to Electronic (Advances in Library and Information Science). Information Science Publication, ISBN: 978-1522521198.
22. Chowdhury, G.G: Introduction to Digital Libraries. London: Facet Publishing, 2003.
23. Corrado, Edward M., & Sandy, Heather Moulaison. (2017). Digital Preservation for Libraries, Archives, and Museums / 2nd ed., Rowman & Littlefield Publishers,
24. Du, Yunfei (2016). Small Libraries, Big Impact: How to Better Serve Your Community in the Digital Age. Libraries Unlimited, ISBN: 978-1440841569.
25. Esposito, Antonella. (2017). Research 2.0 and the Impact of Digital Technologies on Scholarly Inquiry / 1st ed., IGI Global
26. Giannachi, Gabriella. (2016). Archive Everything: Mapping the Everyday. USA: MIT Press,
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### **LISHCP – 403 LIBRARY AUTOMATION (PRACTICAL)**

1. **Unit 1:** Introduction to Library Automation Software Packages – Proprietary and Free and Open Source Software (FOSS) **06 hrs.**
2. **Unit 2:** Features of KOHA, NEWGENLIB and SOUL software **06 hrs.**
3. **Unit 3:** Hands on Practice DBMS – WINISIS or MS Access **18 hrs.**
4. **Unit 4:** Hands on Practice KOHA – Integrated Library Management System Software (ILMS) **22 hrs.**

**(Each student should maintain Practical Record and submit the same at the time of Practical Examination)**

**Note:** Marks for Practical Examination: (2 hours per batch)

50 Marks for practical Examination

25 Marks for Practical Record

20 Marks for Assessment and Test (Internal Test)

05 Marks for Attendance

### **LISHCP 404: DIGITAL LIBRARY (PRACTICAL)**

- Unit 1:** Introduction to Digital Library and Content Management System (CMS) Software – Proprietary and Free and Open Source Software (FOSS) **06 hrs.**
- Unit 2:** Features of DSpace, GSDL and Eprint software **08 hrs**
- Unit 3:** Hands on Practice DSpace or GSDL **20 hrs.**
- Unit 4:** Hands on Practice CMS - Drupal or Joomla **18 hrs.**

**(Note: Each student should maintain Practical Record and submit the same at the time of Practical Examination)**

**Note:** Marks for Practical Examination: (2 hours per batch)

50 Marks for practical Examination

25 Marks for Practical Record

20 Marks for Assessment and Test (Internal Test)

05 Marks for Attendance

### **LISHCP 405: DISSERTATION**

**Weekly 4 hours**

The Dissertation shall starts from beginning of the III semester and it should be submitted on or before commencement of IV Semester Theory Examination.