

ತುಮಕೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ

ಗ್ರಂಥಾಲಯ ಮತ್ತು ಮಾಹಿತಿ ವಿಜ್ಞಾನ ಅಧ್ಯಯನ ಮತ್ತು ಸಂಶೋಧನಾ ವಿಭಾಗ

ಡಾ. ವಿ.ಎಸ್. ಆಚಾರ್ಯ ಸ್ಮಾರಕ ಭವನ, ವಿಶ್ವವಿದ್ಯಾನಿಲಯ ಆವರಣ, ಬಿ.ಎಚ್.ರಸ್ತೆ, ತುಮಕೂರು-572103

ಸ್ನಾತಕೋತ್ತರ ಅಧ್ಯಯನ ಮಂಡಳಿಯ ಸಭೆಯ ನಡವಳಿಗಳು

ದಿನಾಂಕ 21.03.2023 ರಂದು ಮಧ್ಯಾಹ್ನ 12.30 ಕ್ಕೆ ಗ್ರಂಥಾಲಯ ಮತ್ತು ಮಾಹಿತಿ ವಿಜ್ಞಾನ ಅಧ್ಯಯನ ಮತ್ತು ಸಂಶೋಧನಾ ವಿಭಾಗದಲ್ಲಿ ನಡೆದ ಸ್ನಾತಕೋತ್ತರ ಅಧ್ಯಯನ ಮಂಡಳಿ ಸಭೆಯ ನಡವಳಿಗಳು.

ಅಧ್ಯಯನ ಮಂಡಳಿಯ ಅಧ್ಯಕ್ಷರು ಹಾಗೂ ಸದಸ್ಯರು

ಡಾ. ಕೇಶವ	ಅಧ್ಯಕ್ಷರು
ಡಾ. ಬಿ. ಟಿ. ಸಂಪತ್ ಕುಮಾರ್	ಸದಸ್ಯರು
ಡಾ. ರೂಪೇಶ್ ಕುಮಾರ್ ಎ	ಸದಸ್ಯರು
ಡಾ. ಹೇಮಾವತಿ ಬಿ ಎನ್	ಸದಸ್ಯರು
ಡಾ. ರಾಜೇಂದ್ರ ಬಾಬು ಹೆಚ್	ಸದಸ್ಯರು

ಕಾರ್ಯಸೂಚಿ: ಸ್ನಾತಕೋತ್ತರ ಗ್ರಂಥಾಲಯ ಮತ್ತು ಮಾಹಿತಿ ವಿಜ್ಞಾನ ವಿಷಯದ ಪಠ್ಯಕ್ರಮ ಪರಿಷ್ಕರಣೆ, ಮಾದರಿ ಪ್ರಶ್ನೆಪತ್ರಿಕೆ ಮತ್ತು ಇತರೆ ವಿಷಯಗಳ ಕುರಿತು.

ಸಭೆಯಲ್ಲಿ ಭಾಗವಹಿಸಿದ ಸದಸ್ಯರನ್ನು ಸಮಿತಿಯ ಅಧ್ಯಕ್ಷರು ಸ್ವಾಗತಿಸಿ, ಸಭೆಯ ಕಾರ್ಯಸೂಚಿಯನ್ನು ವಿವರಿಸಿದರು. ತುಮಕೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯದ ಸ್ನಾತಕೋತ್ತರ ಗ್ರಂಥಾಲಯ ಮತ್ತು ಮಾಹಿತಿ ವಿಜ್ಞಾನ ವಿಷಯದ ಪಠ್ಯಕ್ರಮ ಪರಿಷ್ಕರಣೆ, ಹಾಗೂ ಮಾದರಿ ಪ್ರಶ್ನೆಪತ್ರಿಕೆ ಮತ್ತು ಇತರೆ ವಿಷಯಗಳ ಸಂಬಂಧ ಸ್ನಾತಕೋತ್ತರ ಅಧ್ಯಯನ ಮಂಡಳಿಯ ಅಧ್ಯಕ್ಷರು ಹಾಗೂ ಸದಸ್ಯರು ಚರ್ಚಿಸಿದರು. ಸುಧೀರ್ಘವಾಗಿ ಚರ್ಚಿಸಿದ ಸಭೆಯು ಪಠ್ಯಕ್ರಮವನ್ನು ಪರಿಷ್ಕರಿಸಿ ಮತ್ತು ಮಾದರಿ ಪ್ರಶ್ನೆಪತ್ರಿಕೆಯನ್ನು ಸಿದ್ಧಪಡಿಸಿ ಮುಂದಿನ ಕ್ರಮಕ್ಕಾಗಿ ವಿಶ್ವವಿದ್ಯಾನಿಲಯಕ್ಕೆ ಸಲ್ಲಿಸಲು ತೀರ್ಮಾನಿಸಲಾಯಿತು.

ಅಧ್ಯಕ್ಷರ ವಂದನಾರ್ಪಣೆಯೊಂದಿಗೆ ಸಭೆಯು ಮುಕ್ತಾಯವಾಯಿತು.

ಹಾಜರಾದ ಸದಸ್ಯರು

- ಡಾ. ಬಿ. ಟಿ. ಸಂಪತ್ ಕುಮಾರ್
ಡಾ. ರೂಪೇಶ್ ಕುಮಾರ್ ಎ
ಡಾ. ಹೇಮಾವತಿ ಬಿ ಎನ್
ಡಾ. ರಾಜೇಂದ್ರ ಬಾಬು ಹೆಚ್

ಸಹಿ
Sunnipath

Hemanath

ಅಧ್ಯಕ್ಷ ಅಧ್ಯಕ್ಷರು
ಅಧ್ಯಯನ ಮಂಡಳಿ
21/3/23



**DEPARTMENT OF STUDIES AND RESEARCH IN LIBRARY
AND INFORMATION SCIENCE**

M.Sc. in LIBRARY AND INFORMATION SCIENCE

SYLLABUS

CHOICE BASED CREDIT SYSTEM

2023 - 2024

M.Sc. in Library and Information Science

Course Structure (CBCS)

FIRST SEMESTER

Paper Code and Title	No. of hours/ week	Credits	Duration of the exam	Marks		
				Internal Assessment	Semester end exam	Total marks
CPT-1.1: Foundation of Library and Information Science	4	4	3 Hours	30	70	100
CPT-1.2: Information Sources	4	4	3 Hours	30	70	100
CPT-1.3: Knowledge organisation: Classification	4	4	3 Hours	30	70	100
SPT-1.4A: Computer and Internet OR SPT-1.4B: Information Literacy	4	4	3 Hours	30	70	100
CPP-1.5: Basics of Computer (Practice)	4	2	3 Hours	15	35	50
CPP-1.6: Information Sources (Practice)	4	2	3 Hours	15	35	50
CPP-1.7: Knowledge organisation: Classification (Practice)	4	2	3 Hours	15	35	50
SPP-1.8A: Basics of Internet (Practice) OR SPP-1.8B: Information Literacy (Practice)	4	2	3 Hours	15	35	50

SECOND SEMESTER

Paper Code and Title	No. of hours/ week	Credits	Duration of the exam	Marks		
				Internal Assessment	Semester end exam	Total marks
CPT-2.1: Library Management	4	4	3 Hours	30	70	100
CPT-2.2: Knowledge Organisation: Cataloguing	4	4	3 Hours	30	70	100
SPT-2.3A: Library Automation OR SPT-2.3B: Information Systems and Programmes	4	4	3 Hours	30	70	100
OEPT-2.4: Internet and Electronic Resources (to be offered to the students of other departments)	4	4	3 Hours	30	70	100
CPP-2.5: Library Management (Practice)	4	2	3 Hours	15	35	50
CPP-2.6: Knowledge Organization: Cataloguing (Practice)	4	2	3 Hours	15	35	50
SPP-2.7A: Library Automation (Practice) OR SPP-2.7B: Information Systems and Programmes (Practice)	4	2	3 Hours	15	35	50
OEPP-2.8: Internet and Electronic Resources (Practice) (to be offered to the students of other departments)	4	2	3 Hours	15	35	50

THIRD SEMESTER

Paper Code and Title	No. of hours/ week	Credits	Duration of the exam	Marks		
				Internal Assessment	Semester end exam	Total marks
CPT-3.1: Information Management, Users and Services	4	4	3 Hours	30	70	100
CPT-3.2: Digital Libraries and Institutional Repositories	4	4	3 Hours	30	70	100
SPT-3.3A: Research Methodology OR SPT-3.3B: Technical Writing	4	4	3 Hours	30	70	100
OEPT-3.4: Web Tools and Technologies (to be offered to the students of other departments)	4	4	3 Hours	30	70	100
CPP-3.5: Information Processing and Retrieval (Practice)	4	2	3 Hours	15	35	50
CPP-3.6 Digital Libraries and Institutional Repositories (Practice)	4	2	3 Hours	15	35	50
SPP-3.7A: Research Methodology (Practice) OR SPP-3.7B : Technical Writing (Practice)	4	2	3 Hours	15	35	50
OEPP-3.8: Web Tools and Technologies (Practice) (to be offered to the students of other departments)	4	2	3 Hours	15	35	50

FOURTH SEMESTER

Paper Code and Title	No. of hours/ week	Credits	Duration of the exam	Marks		
				Internal Assessment	Semester end exam	Total marks
CPT-4.1: Information and Communication Technology	4	4	3 Hours	30	70	100
CPT-4.2: Web Content Management Systems	4	4	3 Hours	30	70	100
SPT-4.3A: Scholarly Communication and E-Publishing OR SPT-4.3B: Metric Studies	4	4	3 Hours	30	70	100
CPD-4.4: Project	4	4	3 Hours	30 (Viva Voce)	70	100
CPP-4.5: Information and Communication Technology (Practice)	4	2	3 Hours	15	35	50
CPP-4.6: Web Content Management Systems (Practice)	4	2	3 Hours	15	35	50
SPP-4.7A: Scholarly Communication and E-Publishing (Practice) OR SPP-4.7B: Metric Studies (Practice)	4	2	3 Hours	15	35	50
CPDP-4.8: Project Practical	4	2	3 Hours	15	35 (Presentation)	50

CPT-1.1 FOUNDATION OF LIBRARY AND INFORMATION SCIENCE

Unit-1	Library and Society: Social and historical foundations of library; development of libraries in USA and UK; development of libraries in India – Pre and Post-Independence. Role of libraries in education and research. LIS education in India.
Unit-2	Types of libraries Objectives, functions and services of national, public, academic and special libraries; Public relations and extension/outreach activities. Resource sharing, networks, and consortia. library websites
Unit-3	Five Laws of Library Science and their implications.
Unit-4	Information and Communication: Data, Information, and Knowledge; Information transfer cycle. Information communication: channels, models and barriers. Information Science: Definition, Scope and current status. Information Science as a discipline, Influence of Information Science on other disciplines.
Unit-5	Library Legislation: purpose and features. Library legislation in India - Detailed study of Karnataka Public Libraries Act, 1965. Press and Registration Act, Delivery of Books and Newspaper (Public libraries) Act, 1956, Right to Information Act, 2005; Intellectual Property Rights: Copyright Act.
Unit-6	Library and Information Profession: Librarianship as a profession: Professional ethics in Librarianship, Professional Associations: State level: KALA. National level: ILA, IASLIC, IATLIS & RRRLF. International level: IFLA, ALA, SLA.

Selected Readings:

1. Burahohan, A. (2000). Various aspects of librarianship and Information Science. New Delhi: ESSESS.
2. Chapman, E.A. and Lynden, F.C.(2000). Advances in librarianship. 24th Vol. San Diego: Academic Press.
3. Isaac, K.A. (2004). Library legislation in India: A critical and comparative study of state Library acts book description: New Delhi: Ess Ess Publication.
4. Kumar, P.S.G.(2003) Foundations of Library and Information Science. Paper of UGC Model Curriculum. New Delhi: Manohar.

CPT 1.2: INFORMATION SOURCES

Unit-1	Information sources: Meaning, Definition, Importance, Characteristics and Functions
Unit-2	Documentary and Non-Documentary Sources. Primary Sources: Periodicals, Theses and Dissertations, Conference Proceedings, Technical Reports, Patents, Standards and Specifications. Secondary Sources: Dictionaries, Encyclopaedias, Biographical sources, Bibliographical sources, Geographical sources, Yearbooks and Almanacs, Handbooks and Manuals. Tertiary sources : Directories and Union Catalogues.
Unit-3	Human Sources: Technological Gatekeepers, Subject experts/Resource persons, Common Man (Village head, Priest, Postman and receptionist), human library.
Unit-4	Institutional Sources: Government Ministries and Departments, R & D organisations, learned societies, publishing houses, Press, exhibitions and trade fairs, Organisational websites.
Unit-5	E-resources: Internet information sources, E-books, E-journals, Online forums, Open access resources: PLOS, DOAJ and DOAB, e-reference sources, Subject gateways, Wikipedia, PubMed Central, J-gate, Citation Databases: Scopus, Web of Science, Google Scholar.
Unit-6	Criteria for evaluation of Printed and e-resources.

Selected Readings:

1. Chowdhury, G.G and studatta Chowdhury. (2001), Searching CD-ROM and online Information Sources, London ; Facet publishing,
2. Chowdhury, G.G. and Sudatta Chowdhury, (2001). Information Sources and Searching on the World Wide web, London : Facet Publishing.\
3. Kumar, Krishan (2003), Reference services, Ed, 3. New Delhi: Vikas.
4. Kumar,PSG.Ed. (2001). Indian Encyclopedia ofLibrary and Information Science, New Delhi: S. Chand & Co.
5. Rao, I.K.R (2001). Electronic Sources of information, Bangalore; DRTC
6. Sewasingh (2001),Handbook of International Sources on reference and Information New Delhi: crest Publication.
7. Sharma, J.S & Grover,D.R (1998), Reference Service and Sources of Information, New Delhi: ESS ESS
8. Subramanayam, k. (1981). Scientific and technical Information Resources, New York: Marcel Dekkar.

CPT-1.3:KNOWLEDGE ORGANIZATION: CLASSIFICATION

Unit-1	Library Classification: Meaning, Definitions, objectives, need and purpose. Steps in classifying the documents. History of theory of classification: Descriptive and Dynamic theory. Knowledge Classification vs, library Classification. Species of Library Classification.
Unit-2	Universe of Knowledge: concept, definitions, structure, attributes. Modes of formation of Knowledge, Different types of Subjects, Universe of Knowledge as mapped in CC, DDC and UDC.
Unit-3	Planes of work and Canons of Classification. Normative Principles of Classification and their Application.
Unit-4	Fundamental Categories: Principles for Facet Sequence, Principles for helpful sequence, Phase Relations, Common Isolates.
Unit-5	Classification Schemes and their features: CC, DDC, UDC. contributions of S.R.Ranganathan to classification theory, Design and Development of Schemes of Library Classification.
Unit-6	Notational System: Need, Functions, Types, Qualities. Devices and indicator digits used in CC. Mnemonics, Call Number, Systems and Specials, Facet analysis, Rounds and Levels, Method of Residue. Trends in Library Classification.

Selected Readings:

1. Ranganathan,S.R.(1989). Prolegomena to Library Classification. Bangalore,SRELS.
2. Kumar, Krishan. (2005) Theory of Library Classification. New Delhi, Vikas.
3. Ranganathan, S.R.(2000).ColonClassification.Ed6,SRELS,(Reprint).
4. Foskett, A.C.(1991).Subject approach to information.5thEd.
5. Maltby, A. (1996). Sayer's Manual of Library Classification. London: Clive Bingley.

SPT-1.4A: COMPUTER AND INTERNET

Unit-1	Computers: Components of Computer System: Central Processing Unit-ALU and CU, Types of computers, Generations, Characteristics and limitations
Unit-2	Computer Hardware: Input and output devices. Memory devices - Internal Storage: ROM and RAM, Cache memory, External Storage Devices: Magnetic Devices - Hard disk. Optical devices: CD, DVD and Blu-ray disc. Pen drive and memory card. Solid State storage device (SSD).
Unit-3	Computer Software: Systems software, Operating systems: MS-DOS, MS-WINDOWS, Linux; Language processors: Compilers and Interpreters; System utilities: Editors, loaders and linkers, debuggers. Application software package: MS Office - Word, Excel and PowerPoint
Unit-4	Data Representation: Bits, Bytes, Codes-ASCII and Unicode. Number system: Decimal and Binary, Addition, Subtraction. Programming: Steps in Programming, Algorithms, Flow-Charting. Programming languages: Low level languages-machine and assembly language. High-level languages: C, C++, HTML.
Unit-5	Internet: Concept of Internet – webpage, website, URL. Historical development. Applications of Internet. Internet based library and information services.
Unit-6	Web Browsers- Internet Explorer (Microsoft Edge), Google Chrome, Mozilla Firefox. Search engines: Need and importance, Types, Search strategies, Criteria for evaluation.

Selected Readings:

1. Terrence, W Pratt and Marvin, V Zelkowlts: Programming Languages: Design and Implementation. New Delhi, Prentice Hall of India Pvt. Ltd., 2000.
2. Bansal, S.K.(2005). Information technology and globalisation, New Delhi: A.P.H. Publishing corporation.
3. Basandra , S.K(2002). Computers today, New Delhi: Golgotia.
4. Curtin, D.P. & others: Information technology: The breaking wave. New Delhi: TMH, Latest Edition.
5. Decson, E.(2000). Managing with Information technology. Great Britan: Koganpage Ltd.
6. Dhiman, A.K.(2003). Basics of Information technology for librarians and Information scientists, Vol.1. New Delhi: ESS ESS.
7. Hunter & Shelly (2002). Computers and common sense, New Delhi: Prentice-Hall.
8. Kashyap, M.M. (2003). Database systems. New Delhi: Vikas.
9. Satyanarayana, R. (2005).Information technology and its facets. Delhi: Manak

SPT 1.4B: INFORMATION LITERACY

Unit-1	Information Literacy: Meaning, Definition, Need, Importance, Historical perspective of Information literacy.
Unit 2	Types of Information Literacy: Library Literacy, Computer literacy, Media Literacy, Web Literacy and Digital literacy, Research Literacy.
Unit 3	Information Literacy Models and Components: SCONUL Empowering 8, B-6, Seven Pillar, ELLIS.
Unit 4	Information literacy standards: ALA, IFLA, ACRL. Taskforces and forums. Information Literacy and Libraries: Information Literacy and Higher Education, Role of Libraries in Information literacy.
Unit 5	Information Literacy skills and Competencies: Challenges of Information literacy Programs. Information literacy initiatives in global perspective.
Unit 6	Trends in Information Literacy: Current trends in Information literacy. Information Literacy and Lifelong learning, Information literacy in India.

Selected Readings:

1. American Library Association. Final Report of Presidential Committee on information Literacy.
<http://www.ala.org/acrl/publications/whitepapers/presidential>
2. Barker, K. and Lonsdale, R. Ed. (1994), Skills for life: the Value and meaning of literacy, London : Taylor Graham.
3. Bawden, D.(2001). Information and digital literacies: a review of concepts.
<http://arizona.openrepository.com/arizona/bitstream/10150/105803/1/bawden.pdf>
4. Eisenberg, M.B., Lowe, C.A & Spitzer, K.L (2004) ,Information literacy Essential Skills for information age. London : Libraries unlimited.
5. Meadows, A.J. Ed. (1991) Knowledge and Communication: essays on the information chain , London: literacy
6. Pantry, Sheila and Griffiths, Peter (2002), creating a successful e-Information service, London: Facet.
7. Ercegovac, Zorana (2008), Information Literacy: Search Strategies, tools & resources for high school students and college freshman, California: ABC-CLIO.

CPP 1.5: BASICS OF COMPUTER (PRACTICE)

Word Processing: basic formatting, creating documents with images, tables, header and footer, page layout, citations and bibliography, mailmerge, table of contents.

Spreadsheets: data entry, formatting, formulas and function, graphs and charts.

Presentation Package: creating slides, designing and formatting, working with multimedia, transitions and animations.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

CPP. 1.6: INFORMATION SOURCES (PRACTICE)

Evaluation of information sources – dictionaries, encyclopaedias, and gazetteers.

(Each student shall compulsorily maintain practical record and submit the same at the same time of practical examination)

CPP. 1.7: KNOWLEDGE ORGANIZATION: CLASSIFICATION (PRACTICE)

Classification of documents according to DDC (Latest edition)

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

SPP 1.8A: BASICS OF INTERNET (PRACTICE)

Web browsers: tabbed browsing, bookmarking, history, private (incognito) browsing.

Search Engines and search strategies: simple search, advanced search.

Programmable (Custom) Search Engine, Journal ToC alert. Setting up alerts – Google Scholar.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

OR

SPP-1.8B: INFORMATION LITERACY (PRACTICE)

Applications of B-6 skills in problem solving,

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

CPT 2.1: LIBRARY MANAGEMENT

Unit-1	Management: Concept, Meaning, Definition and scope. Management styles. Functions. Principles of Management: Henry Fayol and F. W Taylor. Library Management and different sections of the library.
Unit-2	Acquisition Section: Collection development: Selection and Acquisition: tools, procedure and policies. Technical Processing Section: Accessioning, Cataloguing, Classification Circulation Section: Membership, charging and discharging system, Shelving, stock verification,
Unit-3	Human Resource Management: Meaning, Definition, need and Importance. Personnel management in LIC: job analysis, job description and job specification. Selection and recruitment. Motivation. Personality Development: communication and interpersonal skills, time management. Organizational structure. Performance evaluation: SWOC and TQM
Unit-4	Library Financial Management: Sources of Finance, Budgeting methods, Cost-benefit analysis, Goods and Services Tax (GST).
Unit-5	Library Physical Facilities and Records Management: Building, Furniture and Equipment. Library Records: Accession Register, Annual Report: Compilation, contents and style. Library rules and regulations. Library Committee: structure, functions and activities.
Unit-6	Marketing of Information Products and Services: Meaning, definitions, need. Market segmentation. Market Mix. Role of librarian in marketing of LIS products and services.

Selected Readings:

1. Chapman, Liz: Managing acquisitions in library and information services. London, Library Association, 2001.
2. Evans, G. E.: Management techniques for librarians, 2nd ed. New York, Academic Press, 1983.
3. Garter, Edward D. (ed.): Advances in library administration and organization. Amsterdam, Elsevier, 2005.
4. Gupta, S. R.: Stock verification in libraries: problems and solutions. Delhi, Ken Publication, 1990.
5. Hubbard, William J.: Stock management: a practical guide to shelving and maintaining library collections. Chicago, A.L.A., 1981.
6. Jones, Noragh & Jordan, Peter: Staff management in library and information work, 2nd ed., Aldershot, Gower Pub., 1987.
7. Krishna Kumar, Library administration and management. New Delhi, Vikas Pub. House, 1987.
8. Prajapati, C. L., Conservation of documents: problems and solutions. New Delhi, Mittal Publications, 2005.
9. Prasher, R. G.: Developing library collection. New Delhi, Medallion Press, 1993.
10. Ranganathan, S.R., Library administration 1954.

CPT 2.2: KNOWLEDGE ORGANIZATION: CATALOGUING

Unit-1	Library Catalogue: Meaning, Definition, Need, objectives and functions. Current developments: OPAC, Web OPAC
Unit-2	Organization of Information Resources and Bibliographic elements of documents, Evolution of Catalogue codes - from Panizzi to RDA
Unit-3	Forms of document Cataloguing : Inner forms and outer forms.
Unit-4	Subject Cataloguing : Chain Procedure, Subject heading lists- Sear's list and LCSH, Normative Principles: Laws, Canons and Principles
Unit-5	Structural Standards for Bibliographic description: MARC, ISBD, UNIMARC, CCF, ISO 2709, Z39.50, Metadata standards and Dublin-Core, FRBAR-RDA, BIBFRAME
Unit-6	Resource sharing: Meaning, definitions and purposes. Pre-natal cataloguing, Cataloguing in Publication, Centralized, Co-operative and Union cataloguing, OCLC and its activities including worldCat.

Selected Readings:

1. Ranganathan, S.R (1989). Classified catalogue Code, Eds, SRELS, (Reprint).
2. Girija Kumar and Krishnan Kumar. (1983) .Theory of Library Cataloguing New Delhi, Vikas.
3. Viswanathan, C.G (1990), Cataloguing theory and Practice.
4. Anglo-American Cataloguing Rules, 2nd ed., 1986.
5. Kaplan, Allison. (2009), Crash Course in Cataloging for Non-Catalogers: A Casual Conversation on organizing Information, Libraries unlimited
6. Mary L. Kao (2001). Cataloging and Classification fore Library Technicians, Second Edition, The Haworth Press: 2nd ed.,
7. Sam. Oh. Ontology-based Metadata Systems: Design And Implementation (Third Millennium Cataloging) ,Place: Libraries Unlimited, 2013
8. Smiraglia, Richard. (2005). Metadata: A Catalogue's Primer, Routledge,
9. Tillett, Barbara and Cristian, Ana Lupe. (2009). IFLA Cataloguing Principles: The Statement of International Cataloguing Principles (ICP) and its Glossary, In 20 Languages (Ifla Series on Bibliographic Control), K.G. Saur Verlag: 1st ed.

SPT-2.3A: LIBRARY AUTOMATION

Unit-1	Library Automation: Meaning and Definition, History, Need and Importance, Areas of Library Automation.
Unit-2	Strategies for Library Automation :Factors- Internal and External, Planning for Library automation: Prerequisites and Steps
Unit-3	Infrastructure requirements: Human resource, Hardware, Software, Cost, physical equipment and furniture.
Unit-4	Automation of Housekeeping Operations: Acquisition, Cataloguing, Circulation and Serials Control. Subsystems and Interface. Retrospective Conversion: Strategies and Techniques.
Unit-5	Advances in Library automation: Application of Barcode, RFID, Resource Discovery tools, Application of Artificial Intelligence in Library and Information Centres, Block Chain technology.
Unit-6	Library Automation Software Package: SOUL, Libsys, NewGenLib, Koha. Criteria for Evaluation.

Selected Readings:

1. Dhirman, A.K.(2003).Basics of Information technology for librarians and Information scientists. ESS ESS.
2. Haravu, L.J.(2004), Library automation: Design, principles and Practice. London: Allied Publishing .
3. Kumar, P.S.G (2004). Information technology: Applications (Theory and Practice),Delhi: B.R.Publishing.
4. Lucy, A, T.(2005) An Introduction to computer based Library system. 3rd Ed. Chichester; Wiley.
5. Ravichandra Rao(1996). Library automation. New Delhi: New Age International.
6. Kochar, R.S.(2007). Library Automation:Issues and Principles. New Delhi;APH publishing Corporation.
7. Rajinder Singh Aswal (2006), Library Automation for 21st Century. New Delhi: ESS ESS Publication.

SPT-2.3B: INFORMATION SYSTEMS AND PROGRAMMES

Unit-1	Information Services: Meaning and Definitions Need, Importance. Reference Service: Types: CAS, SDI, Translation ,DDS, Indexing and Abstracting Service, Referral Services, Newspaper Clipping Services.
Unit-2	Information Users and their needs: Categories of Information users, User Studies-Need, Scope, purpose and objectives and importance, Methods and techniques of user study. User Education: Definition, need. Objectives: Techniques and methods of user education Programme. Information seeking behaviour.
Unit-3	Information Agencies: Concepts, Meaning and Definitions, objectives and functions. Structure, functions and services of: Libraries, Documentation Centres, Information Centres, Information Analysis Centres, Clearing Houses, Archives, Referral and Translation Centres.
Unit-4	National Information Systems and Programmes: NISCAIR, ENVIS, NASSDOC.
Unit-5	International Information System and Programmes: INSPEC, ISI, AGRIS, CAS, BIOSIS
Unit-6	Virtual reference Service: Desk Service/ Virtual Library Service, Development of computer based Information services. Online Information Services. Ask Librarian, FAQ.

Selected Readings:

1. Gupta, B.M. and others. (1991) Handbook of Libraries, archives Information centers in India. New Delhi: Aditya Prakshna.
2. Kumar, Krishan. (1990) Reference service, New delhi, Vikas.
3. Lucas, Amy, Ed. (1989). Encyclopaedia of Information systems and services. Detriot:Gale Research.
4. Neelameghan A. and Prasad, K.N. Eds. (2005). Information Systems and Services in india.Bangalore: SRELS.
5. Vickery,b. (1987) Information Systems.London: Butterworths.

OEPT-2.4. INTERNET AND ELECTRONIC RESOURCES

Unit-1	Networks: Concept, Need and importance, Network Topologies, Types of Networks: LAN, MAN and WAN. Network protocols: TCP/IP, SMTP, HTTP, FTP.
Unit-2	Internet: Components, historical development, Internet services, Internet Services Providers. Web Browsers: Need, Features, Internet explorer/Microsoft Edge, Google Chrome, Mozilla Firefox,
Unit-3	Search engines: Concept, Need and importance. Types of search engines, Advanced Search Techniques –Keyword search, Phrase search, Boolean operators, Proximity search, Truncated search. Criteria for evaluation: Recall, precision, novelty, search time, Database, Relevancy, Indexing
Unit-4	E- resources: Meaning and definition, e- reference sources, e-journals, e-books, DOAJ, DOAB, e-Gyankosh, e-PG Pathshala, Subject gateways and Portals, ETDs-Shodhganga, NDLTD. National Digital Library of India.
Unit-5	Social networks: Concept, Need and Importance, Types: Wikis, Facebook, Twitter, YouTube, Slideshare, Blogs: Types, Blogging, bloggers. Document Sharing Tools: Google Docs, Google Forms, Google photos.
Unit-6	Open educational resources. Online Learning Courses: concept, need and importance, MOOCs, SWAYAM: courses, Quadrants, National Coordinators.

Selected Readings:

1. Terrence, W Pratt and Marvin, V Zelkowlts: Programming Languages: Design and Implementation. New Delhi, Prentice Hall of India Pvt. Ltd., 2000.
2. Bansal, S.K.(2005). Information technology and globalisation, New Delhi: A.P.H. Publishing corporation.
3. Basandra , S.K(2002). Computers today, New Delhi: Golgotia.
4. Curtin, D.P. & others: Information technology: The breaking wave. New Delhi: TMH, Latest Edition.
5. Decson, E.(2000). Managing with Information technology. Great Britan: Koganpage Ltd.
6. Dhiman, A.K.(2003). Basics of Information technology for librarians and Information scientists, Vol.1. New Delhi: ESS ESS.
7. Hunter & Shelly (2002). Computers and common sense, New Delhi: Prentice-Hall.
8. Kashyap, M.M. (2003). Database systems. New Delhi: Vikas.
9. Satyanarayana, R. (2005).Information technology and its facets. Delhi: Manak

CPP 2.5: LIBRARY MANAGEMENT (PRACTICE)

- Library Budgeting – Preparation of Library budget.
- Acquisition - Book recommendation form, placing the order, invoice processing.
- Accessioning- entry in the Accession Register
- Preparation of library annual report.
- Preparation of library rules and regulations.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

CPP 2.6: KNOWLEDGE ORGANIZATION: CATALOGUING (PRACTICE)

- Cataloguing of book materials: Preparation of cataloguing entries for Single author, Two Authors, Three Authors and more than Three Authors, Edited books, Mixed Responsibility, Pseudonymous documents, Government and Corporate Publications, Conference Proceedings, Serials.
- Cataloguing of non-book materials: Cartographic Materials: Atlas , Sound Recordings, Video Recordings, Computer Files.

SPP 2.7A: LIBRARY AUTOMATION (PRACTICE)

- Installation of library automation software (Koha/NewGenLib).
- Basic parameters
- MARC21 Framework
- Working with modules – Cataloguing, Acquisitions, Patron Management, Circulation, Serials Control.
- Reports Management
- OPAC/Web OPAC

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

OR

SPP 2.7B: INFORMATION SYSTEMS AND PROGRAMMES (PRACTICE)

Acquaintance with the Abstracting services, Newspaper Clippings (both off-line and online), CAS, SDI.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

OEPP 2.8: INTERNET AND ELECTRONIC RESOURCES (PRACTICE)

- Web browsers: tabbed browsing, bookmarking, history, private (incognito) browsing.
- Search Engines and search strategies: simple search, advanced search. Programmable (Custom) Search Engine
- Searching Open Access Books and Journals: DOAJ, DOAB
- Social networks: Twitter, YouTube, Slideshare.
- Document Sharing Tools: Google Docs, Google Drive, Google Forms
- Open Educational Resources: e-PG Pathshala, e-Gyankosh

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

CPT-3.1: INFORMATION MANAGEMENT, USERS AND SERVICES

Unit-1	Information as a resource, Economic value of information. Information Management: concept and meaning. Information processing and Retrieval: Meaning, Definition, components. Indexing: Concept, theories, methods. Semantics and Syntax. Thesaurus: Meaning, Definition, importance, Design and construction.
Unit-2	Indexing System: Pre-coordinate and post-coordinate. PRECIS, Chain Index, POPSI, KWIC and its variations, UNITERM Indexing.
Unit-3	Information Users: Categories of information users. User needs. User studies – importance, scope, purpose, objectives, Methods and techniques.
Unit-4	User Education: Definition; need, Objectives, methods and techniques Information seeking behaviour- models: Wilson, Kirkela and Kuhlthau Model
Unit-5	Information Services: Meaning and definition, Need and Importance. Reference Service: Concept, Definition. Types: SDI, CAS, Translation service, Referral Service, Information search service, Abstracting Service, Newspaper Clipping Services.
Unit-6	Knowledge: Concept, types, knowledge capturing. Knowledge Management: concept, need and objectives, tools and application Knowledge economy, Knowledge Services,

Selected Readings:

1. Atchison, J. & Gilchrist, A. (1972). Thesaurus construction: a Practical manual, London: Aslib
2. Austin, D. (1984), PRECIS: A manual of concept analysis and subject Indexing. 2nd ed.
3. Chowdhury, G.G (2003), Introduction to modern Information retrieval, 2nd ed. London: Facet publishing
4. Cleaveland, D. B. (2001) Introduction to Indexing and abstracting, 3rd Ed. Englewood, colo.; Libraries Unlimited.
5. Ghosh, S.B, And Biswas, S.C. (1998). Subject Indexing systems; Concepts, methods and techniques, Rev. ed. Calcutta; IASLIC.
6. Lancaster, F.W. (2003), Indexing and Abstracting in Theory and Practice, London; Facet publishing.
7. Pandey, S.K Ed, (2000), Library Information retrieval. New Delhi : Anmol.
8. Van, R.C.J. (1970). Information retrieval, 2nd ed. London: Butterworths.

CPT-3.2: DIGITAL LIBRARIES AND INSTITUTIONAL REPOSITORIES

Unit 1	<p>Digital Resources: Concept, characteristics and types: Born digital, legacy documents and online resources.</p> <p>Electronic documents: e-books, audio books, e-journals, e-reference sources.</p> <p>Files and file formats.</p> <p>Study of different file formats. PDF: features, creation of PDF files.</p>
Unit 2	<p>Digital Libraries: concept, definition, characteristics; advantages and challenges; evolution of digital libraries, digital libraries vs. traditional libraries.</p> <p>Institutional repositories: Concept, importance, advantages and limitations.</p> <p>IR vs DL.</p> <p>Digital library conferences- JCDL, TPDL (ECDL) and ICADL. Role of DL in education and research.</p>
Unit 3	<p>Design and development of digital library.</p> <p>Digital library architecture, Interoperability, Compatibility, Protocols and standards.</p> <p>Infrastructure requirements – manpower, hardware, software, finance.</p>
Unit 4	<p>Digital content creation: Digitization; Scanning, OCR.</p> <p>Digital content management: Persistent identifiers – handle system, DOI, OpenURL, CrossRef.</p> <p>Metadata and resource discovery issues.</p> <p>Digital Rights Management.</p> <p>Digital Preservation and Archiving.</p>
Unit 5	<p>Digital library software: Criteria for evaluation.</p> <p>Comparative evaluation of GSDL, DSpace, and EPrints.</p>
Unit 6	<p>Open Access Movement and Institutional repositories. Study of select digital Libraries and IRs –Project Gutenberg, California Digital Library, Alexandria Digital Research Library, Shodhganga, NDLTD, Internet Archive, National Digital Library of India (NDLI).</p>

Selected Readings:

1. Arms, W. Y. (2005). *Digital libraries*. New Delhi: Ane Books.
2. Bose, Kausik. (1994). *Information Networks in India: Problems and Prospects*. New Delhi: Ess Ess,
3. Chowdury, G.G. (2003). *Introduction to Digital Libraries*. London: Facet Publishing,
4. Cohn, John M., Kelsey, Ann L., and Fiels, Ketih Micheal. (1998). *Planning for Library Automation: A Practical Handbook*. London: Library Association.
5. Papy, F. (2013). *Digital Libraries*. Somerset: Wiley.
6. Pedley, Paul. (2001). *The invisible Web: Searching the hidden parts of the Internet*. London: Aslib.
7. Xavier, C. (2000). *World Wide Web Design with HTML*, New Delhi: TMH.

SPT-3.3A: RESEARCH METHODOLOGY

Unit-1	Research: Concept, Meaning, Need, importance. Types: Fundamental and Applied - interdisciplinary and multidisciplinary approach, Criteria for good research. Application of research in practice and policy formulation.
Unit-2	Research Design: need, functions, types Research problem: Importance, sources, identification and Formulation. Review of literature: scope, literature search (print and electronic sources), documentation and referencing. Hypothesis: Nominal and Operational Definition, functions, types. Designing Research Proposal, Ethical aspects of Research.
Unit-3	Research Methods: Scientific Method; Historical Method; Descriptive Method; Survey Method, Case Study Method, Experimental Method, Delphi Method, Participatory research, Triangular Research, e-research, Bibliometric laws.
Unit-4	Research Techniques and Tools: Questionnaire, Schedule, Interview, Observation, Checklist. Sampling: meaning, aims, types, techniques, Advantages and Disadvantages.
Unit-5	Data analysis and Interpretation: tabulation, Descriptive Statistics: Measure of Central Tendency: Mean, Median, Mode, and Standard Deviation, Generalization; Graphical presentation of data: Bar, pie, line graphs, histograms.
Unit-6	Research Reporting: Structure, Style, Contents. Guidelines for Research Report, Evaluation Criteria. Style Manuals- Chicago, MLA, APA, E-Citation: Mendeley.

Selected Readings:

1. Bush, C.H. and Harter, S.T.(1986).Research methods in Librarianship
2. Kumar, Krishna. (1992). Research methods in Library and information Science.
3. Kothari, C.R. (1990). Research Methodology.
4. Rao, I K. (1983) Quantitative methods in Library and Information Science.
5. Goode and Hatt. (1968).Methods of Research.

SPT-3.3B: TECHNICAL WRITING

Unit-1	Technical writing: Meaning and definition, Purposes, Characteristics, Types, Functions, Target groups and their requirements.
Unit-2	Technical writing Process: Planning, drafting, editing, finishing and producing the document, Use of editorial tools: Dictionaries, Style Manuals.
Unit-3	Technical Writing Style: Language and technical Skills, styles, Semantics, Syntax, Diction, Sentence Structure, Readability.
Unit-4	Technical Writing Techniques: Information Searching and gathering skills, Summarizing, Designing pages: Tables, Line Graphs, Bar graphs, Pie Charts, Charts and illustrations, footnotes and end notes.
Unit-5	Technical Communications : Structure and format of journal articles, seminars/ conference papers, review articles, technical reports, research proposals, monographs, dissertations / theses. Use of M.S Office for the Preparation, Production and Presentation.
Unit-6	Technical presentations and evaluation: Preparation and use of Multimedia facilities for presentation. Criteria for evaluation of Scientific and technical communications and presentations. Marketing Communication: Company white papers, reference manuals, user manual, online help files, data sheets, and newsletters.

Selected Readings:

1. Anderson, Paul V., Brockamm, John R., and Miller, Carolyn (ed) (1997) New Essays in Technical and scientific communication Research, theory and Pracice. Farmingade: NY, Baywood.
2. Day, Robert A. (1989) Writing scientific papers in English Ed2., Philadelphia
3. Joshi, Yateendra, (2003) Communicating in Style, New Delhi; TERI.
4. Riodarn, Daniel G and Pauley, Stevren E.(2004), Technical report writing today. Ed 8. New Deli:Biztantra.
5. Society for Technical Communication. (1998), Code for communications, Washington DC. STC.
6. Staples, Catherine and Ornatowski, Cezar (Ed). (1997)Foundations for teaching technical Communications: Theory, Practice and Program Design. Greenwich,CT: Ablex.
7. Xerox Publishing standards, (1988),A manual of style and design. New York: Xerox press.

OEPT-3.4: WEB TOOLS AND TECHNOLOGIES

Unit 1	Web: concept, Webpage, Website, Evolution-Web 1.0, 2.0, and 3.0. Semantic web.
2	E-commerce: concept, Importance, Types, Application. Artificial intelligence: Machine learning- Concept, importance, applications. Big data: concept, importance, characteristics, applications and challenges.
3	Internet of Things: Concept, Characteristics and applications. Cloud computing: Concept, origin, architecture, models, advantages and disadvantages, Cloud service providers.
4	Cybercrime: Concept, Types, IT Bill 2001, Cyber security: Concept, Need, Types: Antivirus, Firewall, Data backup, Password, Cryptography.
5	Web Designing: HTML tags. Criteria for evaluation of Web resources. Academic Social Networking sites and academic Databases: Concept, importance. Google Scholar, ResearchGate.
6	Web decay: URL, URL link checkers, HTTP errors. DOI. Internet Archive, Wayback Machine, Pandora, Time Travel. Podcasting and Vodcasting in Education and Training, Plagiarism detection Software, Online plagiarism checkers.

Selected Readings:

1. Vijay Madisetti and Arshdeep Bahga, **“Internet of Things (A Hands-on-Approach)”**, 1st Edition, VPT, 2014.
2. Francis daCosta, **“Rethinking the Internet of Things: A Scalable Approach to Connecting Everything”**, 1st Edition, Apress Publications, 2013
3. Jan Holler, Vlasios Tsiatsis, Catherine Mulligan, Stefan Avesand, Stamatis Karnouskos, David Boyle, **“From Machine-to-Machine to the Internet of Things: Introduction to a New Age of Intelligence”**, 1st Edition, Academic Press, 2014.
4. Jan Holler, VlasiosTsiatsis, Catherine Mulligan, Stefan Avesand, StamatisKarnouskos, David Boyle, **“From Machine-to-Machine to the Internet of Things: Introduction to a New Age of Intelligence”**, 1 st Edition, Academic Press, 2014.
5. Dr. John Bates , **“Thingalytics - Smart Big Data Analytics for the Internet of Things”**, john Bates, 2015.
6. **Architecting the Cloud: Design Decisions for Cloud Computing Service Models (SaaS, PaaS, and IaaS)**, Michael J. Kavis, Wiley CIO, 2014
7. **Cloud Computing: SaaS, PaaS, IaaS, Virtualization, Business Models, Mobile, Security and More**, Kris Jamsa, Jones & Bartlett Learning, 2013

CPP 3.5: INFORMATION PROCESSING AND RETRIEVAL (PRACTICE)

Classification of Documents according to UDC (latest version).

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

CPP 3.6: DIGITAL LIBRARIES AND INSTITUTIONAL REPOSITORIES (PRACTICE)

Acquaintance with :

- Installation of Digital Library Software (DSpace)
- Creating communities and collections
- Submission of documents
- Submission Workflow management
- Metadata Harvesting using OAI-PMH
- Customization of Digital Library

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination).

SPP-3.7A: RESEARCH METHODOLOGY (PRACTICE)

Formulation of research objectives, hypotheses, questionnaire design.

Hands-on experience with SPSS: Co-relation, Chi-Square, Anova & T-Test

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination)

OR

SPP-3.7B: TECHNICAL WRITING (PRACTICE)

Work assignment on technical writing basics; technical writing process, techniques and Styles. Acquaintance, hands-on experience and work assignment with software packages.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination)

OEPP 3.8: WEB TOOLS AND TECHNOLOGIES (PRACTICE)

Web Designing using free tools

Web archives: URL checking – W3C link checker, Wayback Machine.

Social networks: YouTube, Twitter, Slideshare,

Google Scholar search.

Reference management tools: Zotero.

Plagiarism detection using online services.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination)

CPT-4.1: INFORMATION AND COMMUNICATION TECHNOLOGY

Unit-1	Telecommunication: Meaning and definition. Signals: Analog and digital. Components, Process: Modulation and Demodulation, Transmission media: Pair of wires, Coaxial cables, Optic fibre cables (OFC). Microwaves. Satellite communication.
Unit-2	E-commerce: concept, Importance, Types, Applications. Machine learning: Concept, importance, applications. Podcasting and Vodcasting in Education and Training
Unit-3	Internet of Things: Concept, meaning, Characteristics and applications. Cloud computing: Concept, origin, architecture, models. Cloud service providers, advantages and disadvantages.
Unit-4	Open Science: Principles, Framework, Policy, Infrastructure, Global Standards, limitations. Open Data: Research Data Management, Data Sharing, Data Repositories, Data Visualization.
Unit-5	Cybercrime: Concept, Types, IT Act, 2000, Cyber Security: Need, Types: Antivirus, Firewall, Data backup, Password, Cryptography.
Unit-6	Online Learning Courses- MOOCs, SWAYAM: courses, Quadrants, National Coordinators. Web decay: URL, HTTP errors, half-life of URL. DOI. Internet archive: Wayback machine, Pandora, Time travel.

Selected Readings:

1. Andrew S.T.& David J.W (2011) Computer networks, Boston: Pearson Prentice Hall,
2. Balakrishnan, S. (2000), Networking and the future of Libraries, New Delhi: ESS ESS.
3. Bose, k. (1994), Information networks in India: Problems and Prospects New Delhi: ESS ESS
4. Jeanne, F.M. (2006). A librarian's guide to the Internet: A guide to searching and Evaluating information, Oxford: Chandos Publishing.
5. Bell, A, (2009).Exploring Web 2.0: Second generation internet tools blogs, Podcasts, wikis, networking, virtual Worlds, and more. Georgetown, TX: Katy crossing Press.
6. Campesato, O., & Nilson, k. (2011), Web 2.0 fundamentals with Ajax, development tools, and mobile platforms, Sudbury , Mass: Jones and Barlett Publishers,
7. Governor, J. Nickull, D., & Hinchcliffe, D. (2009), Web 2.0 Architectures, Sebastopol, C.A: O Reilly Media, Inc
8. Shelly, G.B., & Frydenberg, M. (2011), Web 2.0: concepts and applications.Boston, MA: course Technology.
9. Solomon, G., & Schrum, L. (2010). Web 2.0 how-to for educators Eugene, O.R : International Society fore Technology in Education.

CPT-4.2: WEB CONTENT MANAGEMENT SYSTEMS

Unit 1	Web: Evolution-Web 1.0, 2.0, 3.0. and 4.0. Web resources: Meaning and definition, Types: e-journals, e-books, e-reference sources: e-dictionaries and e-encyclopaedia, Subject gateways and Portals, ETD repositories.
Unit 2	Social networks and networking: characteristics, importance, Types: Wikis, Twitter, Blog, YouTube, SlideShare. Social Networking sites: general, academic, professional – Facebook, ResearchGate, Mendeley.com, LinkedIn. Application of Social networking in libraries.
Unit 3	Web Designing: Markup Languages, Introduction to HTML, Elements and Attributes, Different Sections of HTML Document, Comments, Common Tags for Heading, Paragraphs, Horizontal Lines, Line Breaks, Formatting, Fonts, Links, Images, Tables, Lists, Forms. Frames, Using Colors, Special Characters, Head, Meta, and Div tags.
Unit 4	Web content management systems: CMS terminology, PHP, MySQL, client-server architecture - LAMP, WAMP, MAMP; features of WCMS.
Unit 5	Open-Source Web Content Management Systems: features, criteria for evaluation. Comparative study of WordPress, Drupal, and Joomla.
Unit 6	Web mining: Usage mining - Web log analysis, content mining, structure mining, Web Analytics, Big data.

Selected Readings:

1. Casey, M. E., & Savastinuk, L. C. (2007). Library 2.0: A guide to participatory library service. Medford, N.J: Information Today.
2. Courtney, N. (2007). Library 2.0 and beyond: Innovative technologies and tomorrow's user. Westport, Conn: Libraries Unlimited.
3. Jones, K. M. L., & Farrington, P.-A. (2011). Using WordPress as a library content management system. Chicago, IL: ALA TechSource.
4. Ndubisi, N. O. (2006). Content management systems. Bradford, England: Emerald Group Pub.
5. Vossen, G., & Hagemann, S. (2007). Unleashing Web 2.0: From concepts to creativity. Amsterdam: Elsevier/Morgan Kaufmann.
6. White, M. S. (2005). The content management handbook. Abingdon: Facet Pub.
7. Yu, H. (2005). Content and workflow management for library web sites: Case studies. Hershey, PA: Information Science Pub.

SPT-4.3A: SCHOLARLY COMMUNICATION AND E-PUBLISHING

Unit 1	Scholarly communication: Concept, importance, lifecycle, channels. Role of libraries in scholarly communication. Trends in scholarly communication
Unit 2	Scholarly Communication Process: Writing articles: Preparing article, finding the right journal. Editorial Process: peer review, editing, proofreading, designing, typesetting, and printing.
Unit 3	Referencing: concept, importance, references, bibliography. Citation: citation styles- APA, Chicago, MLA. Reference management tools - Zotero.
Unit 4	Plagiarism: concept, types. Implications. Rights Management: Creative commons Preventive measures: Referencing- APA guidelines and Citation methods. plagiarism detection tools: commercial, free and online tools
Unit 5	E-publishing: Concept, components and channels, types E-publishing software: features and use. Study of select e-publishing software: MS Publisher and OJS.
Unit 6	Research Data: concept, importance, types of data and metadata. Research data life cycle Research Data Management: Concept, importance. applications Role of LIS professionals in RDM.

Selected Readings:

1. Gary Shelly, Mark Frydenberg (2010): Web 2.0 Concepts and Applications
2. Dermot A. McCormack (2002), Web 2.0. Aspatore books,
3. Jane Hosie-Bounar, Barbara m. Waxer (2010) Web 2.0 Making the Web Work for You
4. By David J, Brown Richard (2008) the impact of Electronic Publishing : the Future for Publishers and Librarians
5. Tatiana-Helen, Synodinou, Sarantos Kapidakis, Ioannis Igelezakis (2011).
6. Peter k. Ryan (2011) Social Networking, The Rosen Publishing Group.

SPT-4.3B: METRIC STUDIES

Unit-1	Librametrics to infographics: Concept, Definitions, Scope, Need, Purpose and evolution
Unit-2	Sources of Data: Science Citation Index Expanded, Social Science Citation Index, PopLine, Arts and Humanities Citation Index, LISA, ScienceDirect, PubMed, Ovid, Emerald Insight, Scopus.
Unit-3	Bibliometric Laws: Concept, Bradford's Law; Zipf's Law and Lotka's Law
Unit-4	Growth of Literature Study: Growth of literature, Growth Models- Logistic, Power. Obsolescence
Unit-5	Scientific Productivity: Citation Analysis: Authorship Study, Collaboration, Techniques of authorship studies.
Unit-6	Webometrics: Concept, Meaning and Definitions, URL, Web decay, Link Checker, half- life, web archives.

Selected Readings:

1. Abraham, R.H.(1996). Webometry: Measuring the complexity of the World Wide Web. Visual Math Institute, University of Claifornia at Santa Cruz
2. Ajiferuke et al, (1988). Collaborative coefficient: A single measure of the degree of collaboration in research. *Scientometrics*, 14(5), 421 - 433.
3. Ashraf, Uddin & Vivek Kumar, Singh (2014). Measuring research output and collaboration in South Asian countries, *Current Science*, 107(1)
4. Biradar, B.S. & Sampathkumar, B.T. (2003).Chemical Technology literature: An obsolescence study, *Annals of Library and Information Studies*, 50(4), 156-162.
5. Castellano, K.E. & Ho, A. D. (2013). *A Practitioner's Guide to Growth Models*.CCSSO, 19.
6. Sangam, S.L. (2015). Scientometrics: Quantitative Methods for Library and Information science, *Content Craft*, Dharwad.

CPD-4.4: PROJECT

Student shall have to choose a topic for Project and preliminary preparation to be carried out under the guidance of a teacher. The student shall have to submit the Project on the chosen topic before the commencement of IV semester theory examinations.

CPP 4.5: INFORMATION AND COMMUNICATION TECHNOLOGY (PRACTICE)

Acquaintance with :

- E-mail: setting signature, creating filters, vacation responder, auto-forwarding
- Group mail: creating and managing group mail
- Creating online quizzes
- Web Designing using free tools
- Web archives: URL checking – W3C link checker, Wayback Machine.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination)

CPP-4.6: WEB CONTENT MANAGEMENT SYSTEMS (PRACTICE)

Acquaintance with:

- Web Designing using HTML: Creating html files, html coding using common tags for heading, paragraphs, formatting, links, images, tables, lists, frames. Designing and embedding banners and buttons, scripting and triggering events.
- Wordpress: understanding LAMP architecture, installation of XAMPP, setting up Apache and MySQL services, installation of WordPress, installing themes, creating pages, menus, external links, homepage settings, managing plugins and widgets.
- Social networks: Creating a Twitter account, posting tweets, understanding hashtags, Twitter handle, following, retweeting, quoting; YouTube - searching for videos, sharing on Twitter and other social media platforms; SlideShare - searching, sharing presentations/documents on social networking platforms. Mendeley online, LinkedIn.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination)

SPP 4.7A: SCHOLARLY COMMUNICATION AND E-PUBLISHING (PRACTICE)

Acquaintance with

- Designing e-newsletter (using MS Publisher or any other software depending on the availability).
- Reference Management Tool: Zotero. Journal Management System: OJS.
- Plagiarism detection using software and online services.

OR

SPP-4.7B: METRIC STUDIES (PRACTICE)

Application of mathematical and statistical techniques to measure: the Collaborative Co-efficient; Degree of collaboration; Collaborative Index; h-Index; growth of literature; obsolescence of literature; web decay; impact factor of journals and institutions; scientometric portraits of individual scientists.

(Each student shall compulsorily maintain practical record and submit the same at the time of practical examination)

CPPP-4.8: PROJECT PRACTICAL

Student shall have to present the findings their topic before examiner after the IV semester theory & practical examinations.

INTERNSHIP: Each candidate shall compulsorily undergo **Two-week** internship in a reputed library as part of IV Semester. The internship shall be undertaken immediately after the completion of IV Semester Examination (Theory and Practical).

Allotment of internal Assessment marks:

Theory		Practice	
Test	15 Marks	Test	10 Marks
Seminar	05 Marks	Practical Record	05 Marks
Assignment	05 Marks		
Extracurricular activities	05 Marks		
<hr/>		<hr/>	
Total	30 Marks	Total	15 Marks

There shall be two tests in a semester in each paper and each test shall be conducted for 15 marks for theory paper and 10 marks for practical paper. The average of marks secured in two tests shall be considered for the test component in the internal assessment marks.

Study tour:

There shall be a study tour for the II semester students after the completion of the II semester end examination subject to the approval of the university.

Question Paper Pattern

Q.P. Code: _____

_____ **Semester M.Sc. Examination,** _____

(Semester Scheme) (CBCS)

Library and Information Science

Paper _____

Time: 3 Hours

Max. Marks: 70

Instructions to candidate:

1. *There are three sections, viz. A, B and C.*
2. *Marks are indicated against each section.*

SECTION – A

Answer the following in **one** or **two** sentences.

(10 x 2 = 20)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

SECTION – B

Write short notes on **ANY FIVE** of the following.

(5 x 6 = 30)

- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.

SECTION – C

Answer **ANY TWO** of the following.

(2 x 10 = 20)

- 18.
- 19.
- 20.