SYLLABUS
POST GRADUATE COURSE
LIBRARYANDINFORMATIONSCIENCE
(SEMESTERSYSTEM)
2024-2025

SCHOOLOFLIBRARYANDINFORMATIONSCIENCE

GANGADHAR MEHER UNIVERSITY,

AMRUTA VIHAR

SAMBALPUR-768004, ODISHA

<div align="center">**Vision**</div>

To become a centre of excellence for imparting quality education in the field of library and information science and to prepare efficient skilled professionals who are ready to meet the technological challenges of contemporary ever-growing knowledge society with credibility, integrity and ethical standards.

<div align="center"># Mission</div>

M1: The mission of the school is to impart technology-intensive skill-based quality education in thefield of library and information Scienceto createcapable and dynamic professionals who can meet evolving national and global challenges.

M2: It is the endeavour of the school to contribute in the construction of knowledge, enhance innovations,qualityresearch,publications,team-spirit,digitalliteracy,ethicalresponsibilitiesand promote life-long learning.

M3: To provide learning ambience and empower students with essential skills in the use of emerging technology in libraries and information centres.

PEOProgramEducationalObjectives(PEOs)

1. **To provide a high-quality education in the discipline of Library and Information Science through class work, independent research and experiential learning that fostersscholarlyandcriticalapproachestotheunderstandingofissuesandpractices in LIS.**
2. **To prepare students to select, evaluate, and use current and emerging information and communication technologies in constantly changing information workplaces.**
3. **Toequipstudentswithanexcellentacademicenvironmenttodemonstratehighlevels of communication skills, creativity, critical thinking, responsibility, teamwork and leadership in their career.**

ProgrammeOutcomes(Pos)

PO-1:DisciplinaryKnowledge: Showacriticalunderstandingofthemostrecentdevelopmentsin the field and the capacity to apply accepted methods of analysis and inquiry within the subject domain.Gainasystematic,thorough,andcoherentknowledgeandunderstandingoftheiracademic discipline as a whole, its applications, and links to related subject domain.

PO-2: Professional skills: Capacity to catalogue all document types using standard metadata and catalogue codes; Ability to classify simple, compound, and complex documents using standard classification schemes; Ability to perform housekeeping operations in Library; Ability to provide library and information services using information and communication technologies; Ability to search OPAC, Internet, and electronic databases for information.

PO-3: Analytical thinking and problem solving: Show that you can learn on your own and that you can think critically and analytically about a variety of concepts as well as intricate complex problem and issues.

PO-4: Skilled Communicator: Showcase proficient oral and written communication abilities to conveydisciplinaryknowledgeandeffectivelyconveythefindingsofresearchprojectsinavariety of settings by utilizing the key ideas, frameworks, and methodologies of the subject.

PO-5: Research, Innovation and Ethics: In order to produce a well-researched written work that engages with various sources using a range of disciplinary techniques and applicable scientific methods, one must demonstrate comprehensive knowledge about current research and innovation aswellasacquirethetechniquesandskillsnecessaryforidentifyingproblems,issues,andscientific method applicable.

PO-6: Digitally literate: Able to utilize digital technology for online databases, OPAC, and housekeeping tasks in addition to communication and housekeeping functions in libraries.

PO-7:Lifelong learners: Ableto learn at their ownspeed and with autonomy in order to advance personally; able to re-skill through ongoing education opportunities and enhance existing knowledge and skills.

ProgrammeSpecificOutcomes(PSOs): Aftercompletingthiscoursethestudentswillhavesome specific skills: -

PSO-1 Toexhibitknowledge,understandingandskillsthatofferjobopportunitiesindifferenttypes of libraries and information centres.

PSO-2 To inculcate in students the ability to acquire knowledge on research, analytical, scientific skills;teachingandcommunicationskill;computerskillsincludinginformationanddigitalliteracy; and critical thinking through assignments, projects and internship.

PSO-3 To develop conceptual and applied skill aswell as competencies required for self-learning, effective problem solving and right decision making in relevant activities of libraries and information science profession.

PSO-4 To demonstrate the practice of professional ethics and standards for societal and environmental well-being.

Post Graduate ProgrammeStructure
SchoolofLibraryandInformationScience
G.M.University,Sambalpur
Syllabus 2024-25

ThePostGraduateProgrammecomprisingtwoyears,willbedividedinto4(four)semesterseach of six months duration.

Year	Semesters	
First Year	SemesterI	SemesterII
Second Year	SemesterIII	SemesterIV

Thedetails oftitleofpapers,credit hours,division ofmarks etcof all the papersof all semesters is given below.

1. Therewillbetwoelectivegroups namely:

   ➢ DisciplineSpecificElectivein Sem II.

   ➢ InterdisciplinaryElectiveinSemIII.

Astudent has to select oneoftheDSE paperin Sem IIand oneofthepaperin Sem IIIas offered by the respective department at the beginning of semester II and semester III respectively.

2. Eachpaper willbe of 100marksoutof which70marksshallbe allocated for semester examination and 30 marks for internal assessment (Mid Term Examination).

3. Therewill befour lecture hours of teachingperweekforeach paper.

4. Durationofexaminationofeach papershallbethreehours.

5. PassPercentage:

   ➢ The minimum marks required to pass any paper shall be 40 percent in each paper and 40 percent in aggregate of a semester.

   ➢ No students will be allowed to avail more than three (3) chances to pass in any paper inclusive of first attempt.

Semester-I:Part-I

Papers		Marks		Total Marks	Duration (Hrs)	Credit Points
Paper No	Title	Mid Term	End Term			
101	Foundation of Library and Information Science	30	70	100	40	4
102	OrganizationofKnowledge–Classification Theory	30	70	100	40	4
103	OrganizationofKnowledge–Cataloguing Theory	30	70	100	40	4
104	Management of Library & Information Centres	30	70	100	40	4
105	OrganizationofKnowledge–Classification Practice and Cataloguing Practice	-	100	100	40	4
Total				**500**		**20**

Semester-II:Part-I

Papers		Marks		Total Marks	Duration (Hrs)	Credit Points
Paper No	Title	Mid Term	End Term			
201	SearchStrategiesand Techniques	30	70	100	40	4
202	InformationSources& Services	30	70	100	40	4
203	BasicsofInformationandCommunication Technology & Application in Libraries	30	70	100	40	4
204	PersonalityDevelopment&Communication Skill	30	70	100	40	4
205	ICTandLibraryManagementSoftware-Practice	-	100	100	40	4
DSEPapers*(Anyone)						
206 A	Preservation&ConservationofLibrary Materials	30	70	100	40	4
206 B	CommunityInformationService	30	70	100	40	4
206 C	InformationResourceDevelopment	30	70	100	40	4
	Total			600		24

*DisciplineSpecificElectivePaper. Anyonepaper canbeoptedby studentsof this Department.

Semester-III:Part-II

Papers		Marks		Total Marks	Duration (Hrs)	Credit Points
Paper No	Title	Mid Term	End Term			
301	InformationRetrieval	30	70	100	40	4
302	DigitalLibraryandContentManagement	30	70	100	40	4
303	AcademicLibrary System	30	70	100	40	4
304	Web Technologies	30	70	100	40	4
305	Internship and Content Management Software Practice	-	100	100	40	4
IDSEPapers**						
306 A	IntellectualPropertyRights&Copyright	30	70	100	40	4
306 B	Internet&Its Applications	30	70	100	40	4
306 C	ElectronicPublishing (E-Publishing)	30	70	100	40	4
306 D	OpenAccess&ScholarlyCommunications	30	70	100	40	4
	Total			**600**		**24**

**InterDisciplineSpecificElectivePaper.Anyonepapercanbeoptedbystudentsofother Departments.

Semester-IV:Part-II

Papers		Marks		Total Marks	Duration (Hrs)	Credit Points
PaperNo	Title	Mid Term	End Term			
401	ResearchMethodology	30	70	100	40	4
402	InformationSystemandNetworks	30	70	100	40	4
403	KnowledgeManagement	30	70	100	40	4
404	InformationLiteracy	30	70	100	40	4
405	Dissertation/ProjectandViva-voce	-	100	100	40	4
Total				**500**		**20**
22 Papers	**GrandTotal**			**2200**		**88**

Employability	**Entrepreneurship**	**Skill Development**

ValueAddedCourses

S. No	ValueAdded Courses	Course Code
1	ManagementofE-Resources	VLIS-001
2	LibraryAutomationand Digitization	VLIS-002
3	Digital Literacy	VLIS-003
4	AcademicInformationSeekingandUse	VLIS-004

Papers		Marks		Total Marks	Duration (Hrs)	Credit Points
PaperNo	Title	Mid Term	End Term			
VLIS-001	ManagementofE-Resources	60	40	100	30	2
VLIS-002	LibraryAutomationandDigitization	60	40	100	30	2
VLIS-003	DigitalLiteracy	60	40	100	30	2
VLIS-004	AcademicInformationSeekingandUse	60	40	100	30	2
Total				400		8

SEMESTER-I
PART-I

PaperNo: 101
Paper Name: FOUNDATIONOF LIBRARYAND INFORMATION SCIENCE

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objectives: **1.**ToacquaintthestudentswiththebasicconceptandphilosophyofLibrarianship.
2.Toacquaintwiththebasicconceptof InformationCommunicationTechnology.
.
CourseOutcomes: Aftercompletionofthecourse,studentswillbeable CO-1
Understand the basic concept and philosophies of the subject.
CO-2Toanalysetheroleofprofessionalassociations.
CO-3Toapplytheconcept ofdata,informationand knowledge
CO-4Toimplementthedifferentmodelsandtheirapplicationininformationscience.

Unit1:Libraries-Concepts, Types,Their RoleandDevelopment

- TypesofLibraries:Featuresand Functions,FiveLawsofLibraryScience
- Growth&DevelopmentofLibrariesinUK,USA andIndia
- LibraryExtensionServices
- LibraryLegislation,PressandRegistrationofBooksAct,DeliveryofBooksand Newspapers Act

Unit2:Professional Associationsand Organizations
- ProfessionalEthicsinLibrarianship
- ProfessionalAssociations:IFLA,ILA,IASLIC,SLA
- InformationandDocumentationOrganizations:UNESCO,NISCAIR,DESIDOC, NASSDOC

Unit3:Informationand Communication
- Data,InformationandKnowledge:Conceptual Difference
- InformationTransferCycle,Informationas Resource
- Communication:Channels,Media,ModelsandBarriers
- InformationSocietyandNationalInformation Policy

Unit4:LibraryandInformation Users'
- InformationUsers':TypesandCharacteristics
- InformationNeeds, InformationSeekingBehaviourModels
- UserEducation&UserStudy
- Electronic/DigitalLiteracy

RECOMMENDEDBOOKS
1. Amudhavalli,&Singh,A.&J.(2010).*Challengesandchangesinlibrarianshippapersin honour of professor sewa singh in 2 vols*.

2. Brynteson, S., & Information, C. for N. (1991). *Information policies: A compilation of positionstatements,principles,statutes,andotherpertinentstatements*.Washington, D.C.:CoalitionforNetworkedInformation.

3. Esperanza, M. (1994). *Perspective of library movement in india: An account of various facetsandphasesofindianlibrarymovementand theworkandcontributionofprof.P.N. kaula, a tribute on his 71st birthday*.

4. Evans, W., & Baker, D. (2011). *Libraries and society: Role, responsibility and future in an age of change*. Elsevier.

5. Feather,J.(1998).*Theinformationsociety:Astudyofcontinuityandchange*.LibraryAssn   Pub Limited.

6. Khan,R. (2006).*Introduction tolibraryscience*.SBS Publishers.

7. Khanna,J. K.(1987). *Libraryandsociety*. NewDelhi: EssEss Publications.

8. Kumar,P.S.G.(2003).*Foundationsoflibraryandinformationscience[vol.1]Paper1of ugc model curriculum*.

9. Kumar,S.&Sah,Leena.(2000).*PublicLibraryActinIndia,*NewDelhi:EssEss Publications.

10. McBride,P.K.(2003).*Careerawardinformationandcommunicationtechnology:Foundation level*. Cambridge University Press.

11. Ngurtinkhuma,R.K.(2011).*Publiclibraryinindia:Impactonsocio-culturalandeducational development of mizoram*.

12. Prasher,R.G.(1991).*Informationanditscommunication*.NewDelhi:Medallion Press.

13. Rai,A.N. (2000).*Communication inthedigital age*.New Delhi:Author Press.

14. Ranganathan,S. R.(2006). *Thefivelaws oflibraryscience*.Ess Ess Publication.

15. Rubin,R.E.,&Rubin,R.G.(2020).*Foundationsoflibraryandinformationscience:Fifth edition*. ALA Neal-Schuman.

CO-PO&PSOMapping(P-101)

PAPERCODE-LIS-101FoundationofLibraryandInformationScience										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	3	1	3	2	2	3	2	1	1	2
CO-2	3	2	1	1	3	2	1	3	1	3	1
CO-3	2	1	2	1	2	1	3	2	3	2	1
CO-4	1	2	3	2	1	3	1	1	2	1	3

PaperNo: 102
PaperName:ORGANIZATIONOFKNOWLEDGE–CLASSIFICATION THEORY

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objectives:
1. To apprise the students with the organization of knowledge with different basic concepts and philosophies of library classification.
2. Graspthemeaningoftermsandtheiruseinthetheoryandpracticeoflibraryclassification.

3. Knowthedifferentschemesoflibraryclassificationbeingusedtodayfortheorganization of knowledge.
4. Obtainaninsight intotheapplication ofthepostulationapproachtolibraryclassification

CourseOutcomes:Aftercompletionofthecoursestudentswillbeable: CO-1
Explain the nature and attributes of universe of knowledge.
CO-2ToUnderstandthe functionsofdifferentclassificationschemes.
CO-3Expressthemeaning,purpose,functions,theories,andcanonsoflibraryclassification. CO-4
To become aware of the recent trends and developments in Library Classification.

Unit 1:KnowledgeOrganization
- Universeof Knowledge/Subjects:NatureandAttributes
- ModesofFormationofSubjects
- Knowledge Classification and Library Classification; Static & Dynamic Theories of Classification

Unit2:Classification Schemes
- SpeciesofLibraryClassificationSchemes
- SalientFeaturesofDDC, UDC,andCC
- MappingofSubjectsinDDC,UDCand CC

Unit3:LibraryClassification Theory
- Definition,NeedandPurposeofClassification
- Planes, Canons, Principles, Fundamental Categories, Postulates, Facet Analysis and Facet Sequence
- PhaseRelation,CommonIsolates,Devices,Mnemonics

Unit4:NotationalTechniquesandRecentTrends
- Notation:Definition,Types,Functions,Qualities andTechniques
- DesignandDevelopmentofClassificationSchedules
- RecentTrendsinLibrary Classification

RECOMMENDEDBOOKS

1. Broughton,V.(2004).*Essentialclassification*.FacetPublishing.

2. Husain,S. (1993).*Libraryclassification: Facetsand analyses*.B. R. Publishing.

3. Kao, M. L., & Carter, R.C. (2003). *Cataloging and classification forlibrary technicians*. Mumbai: Jaico.

4. Ranganathan,S. R. (2006). *Philosophyof libraryclassification*. Ess Ess Publication.

5. Sonal,S. (1998).*Universeof knowledge: Structure& development*. Raj Publishing.

6. Sood,S. P.(1998). *Universe ofKnowledgeandUniverse of Subjects*.G. Star Printers.

7. Dhiman, A. K., & Rani, Y. (2005). *Learn library management: Learning library science series*. Ess Ess Publication.

8. Kumar, P. S. G. (2003). *Knowledge organization, information processing and retrieval: Theory*. B. R. Publishing.

9. Jennex, M. E. (2008). *Knowledge management: Concepts, methodologies, tools, and applications*. IGI Global.

10. Pathak, L. P. (2000). *Sociological terminology and classification schemes*. Mittal Publications.

11. Taylor, A. G., Joudrey, D. N., & Miller, D. P. (2015). *Introduction to cataloguing and classification*. Libraries Unlimited.

PAPERCODE-LIS-102OrganizationofKnowledge–ClassificationTheory										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	2	2	1	2	2	1	2	1	2
CO-2	3	3	2	1	3	3	1	2	1	3	1
CO-3	2	1	3	3	2	2	2	3	3	2	3
CO-4	2	3	2	2	1	1	3	3	1	1	1
CO-5	2	1	3	3	2	1	3	1	3	2	1

PaperNo: **103**
Paper Name: **ORGANIZATIONOFKNOWLEDGE–CATALOGUING THEORY**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	30	70	100
3	**1**	**0**	**04**			

Objectives:
1. To acquaint the students with the organization of knowledge with various concepts and philosophies of library cataloguing.

2. To explain different types of catalogues, Catalogue codes as well as Laws, Canons and Principles in the context of cataloguing.
3. To discuss the need and importance of bibliographic standards, filing rules and subject headings.

4.   To describe different types of bibliographic record format and its importance.
Course Outcome: After studying this paper, students shall be able to:

CO-1 Recognize and understand the fundamental concepts of Library Cataloguing, various forms   of catalogue, catalogue code, laws, canons, principles and its importance in knowledge organisation.

CO-2 Analyse the importance of catalogue codes, filling rules and subject headings in performing cataloguing work in libraries.

CO-3 Apply the knowledge of different standards of bibliographic description in information exchange.

CO-4 Implement knowledge on different forms of catalogue, catalogue code, bibliographic stands and bibliographic record format

Unit 1: Cataloguing Principles
- Catalogue: Definition, Objectives, Functions
- Types of Catalogue and Physical Forms of Catalogue
- Principles of Cataloguing: Ranganathan's Cannon, Paris Principles
- Introduction to Catalogue Codes: CCC, AACR-IIR

Unit 2: Entry Elements, Filing Rules & Subject Headings
- Kinds of Entries and their Elements of Description
- Elements of Bibliographic Description of Non-Book Material (AACR-IIR)
- Rules for Choice and Rendering of Headings in AACR–IIR
- Subject Heading Lists: Sears List & LCSH

Unit 3: Standards of Bibliographic Description
- ISBD, FRAD (Functional Requirements for Authorized Description), GARR (Guidelines for Authority Records and References), RDA (Resource Description and Access)
- Standards for Bibliographic Information Interchange and Communication- ISO 2709, Z39.50, Z39.71
- ISBN & ISSN

Unit 4: Bibliographic Record Formats & Other Aspects
- Bibliographic Records Format- MARC21, UNIMARC, CCF
- Cataloguing of E-Resources-Metadata Standards (DublinCore)
- Derivatives of Cataloguing (Copy Cataloguing)

RECOMMENDED BOOKS

1. Andrew, P. G. (2014). *Cataloging sheet maps: The basics*. Routledge.

2. Association, A.L., Association, C.L., & Britain), C.I. of L. and I.P. (Great. (2004). *Anglo-American cataloguing rules*. Amer Library Assn.

3. Aswal, Rajinder Singh. (2004). *Marc 21: Cataloguing format for 21st century*. Ess Ess Publication.

4. Carter, R. C., & Kao, M.L. (2020). *Cataloging and classification forlibrary technicians, second edition*. Routledge.

5. Dhawan,K.S.(1997).*Onlinecataloguingsystems*.Commonwealth Publication.

6. Dhiman,A. K. (2004). *Cataloguing ofnon bookmaterials*. Ess Ess Publication.

7. Gredley, E., Hopkinson, A., Association, C. L., & Association, A. L. (1990). *Exchanging bibliographic data: MARC and other international formats*. Canadian LibraryAssociation; London: Library Association; Chicago: American Library Association.

8. Hagler, R. (1997). *The bibliographic record and information technology*. American Library Association.

9. Kumar,G.,& Kumar,K. (2004). *Theoryofcataloguing*. Delhi: VikasPublishing House.

10. Leigh,Gernert.(2003). *A TextBookofCataloguing*.(2003).Dominant Publishers.

11. Mitchell, A. M., & Surratt, B. E. (2005). *Cataloging and organizing digital resources: A how-to-do-it manual for librarians*. Neal Schuman Pub.

12. Roe,S. K. (2013).*Theaudiovisual cataloging current*. Routledge.

13. Singh,S. N.,& Prasad,H. N.(1985). *Cataloguingmanual AACR-II*.B. R. Publishers.

14. Sood,S. P. (1999).T*heoryof LibraryCataloguing.*Raj Publishing House

15. Taylor, A. G., Joudrey, D. N., & Miller, D. P. (2015). *Introduction to cataloging and classification*. Libraries Unlimited.

16. Viswanathan, C. G. (2008). *Cataloguing theory and practice: A guide to the student of library science*. Ess Ess.

PAPERCODE-LIS-103OrganizationofKnowledge–CataloguingTheory										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	3	2	1	2	1	1	3	2	3	3
CO-2	3	3	2	1	2	2	1	3	1	2	1
CO-3	3	3	3	1	3	2	2	3	1	2	1
CO-4	3	3	3	1	3	2	2	3	2	2	2

PaperNo: 104
Paper Name: MANAGEMENTOF LIBRARY&INFORMATION CENTERS

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective: To apprise the students and make them aware of the various management techniques in organization of library & information centers.

Course Outcomes: After studying this paper, students shall be able to-

CO1 To remember the concept of modern Library & Information Centres.
CO2 To understand the Library and Information center resources and operations.
CO3. To analyze the skills of Library Professionals required by the Human Resources Managers. CO 4 To apply the financial rules and regulations for managing the Libraries after passing out.

Unit1:Management:Concept and Principles
- Schools of Management Thought
- Principles of Scientific Management in Libraries and Information Centers
- Elements of Management Process (POSDCORB)
- Total Quality Management, Change Management, Disaster Management, Crisis Management, Marketing of Library & Information Services
- Project Management-PERT/CPM, SWOT Analysis, MIS, DSS
- Library Committee-Types and Functions

Unit2:Physical Resource Management and Library Operations
- Library Building:Site, Selection, Planning
- Furniture, Fittings and Equipments:Standards and Specifications
- System Analysis and Design in Library Operations
- Collection Development and Management–Acquisition, Maintenance, Stock Verification, Weeding out Policy and Procedures
- Preservation and Conservation

Unit3:Human Resource Management
- Organizational Structure
- Job Description and Analysis:Job – Evaluation
- Inter–Personal Relations
- Recruitment Procedures
- Motivation:Group Dynamics
- Training and Development
- Performance Appraisal

Unit4:Financial Resource Management
- Resource Mobilization and Outsourcing
- Budgeting, Accounting and Auditing
- Budgetary Control

RECOMMENDED BOOKS

1. Beardwell, I., & Holden, L. (1997). *Human resource management: A contemporary perspective*. Pitman Publishing.

2. Bryson,J.(1990).*Effectivelibraryandinformationcentremanagement*.JaicoPub. House

3. Drucker,P.F.(2001).*Managementchallengesforthe21stcentury*. HarperBusiness.

4. Evans,G.E.(2019).*Managementbasicsforinformationprofessionals*(2nded.). Libraries Unlimited.

5. Ginn,M.L.,Smith,J.R.,&Kallaus,N.F.(2004).*Recordsmanagement(7thed.)With disk and practice set with disk: (2 books with disks)*. South-Western Pub.

6. Johnson,P.(2009).*Fundamentalsofcollectiondevelopmentandmanagement*. American Library Association.

7. Kotler,P.(2006).*Marketing management* (11thed.). Pearson.

8. Narayana,G.J. (1991).*Libraryandinformationmanagement*.Prentice Hallof India.

9. Paton, P. R. A., & McCalman, J. (2008).*Change management: A guide to effectiveimplementation*. SAGE.

10. Ramaswamy.(2009).*Marketingmanagement:Globalperspective,indiancontext*. Macmillan.

11. Rowley,J.(2016). *Informationmarketing*. Routledge.

12. Stueart, R. D., Moran, B. B., & Morner, C. J. (2012). *Library and information center management, 8th edition*. ABC-CLIO.

PAPERCODE-LIS-104ManagementofLibrary& InformationCentres										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	1	1	2	3	3	2	3	3	3	2	3

PaperNo: 105
Paper Name: ORGANIZATION OF KNOWLEDGE – CLASSIFICATION PRACTICE AND CATALOGUING PRACTICE

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	-	100	100
0	0	4	04			

Objectives: To familiarize the students with the building class numbers of various titles using DDC and cataloguing of various types of library resources

CourseOutcomes: After completion ofthe coursestudents willbe able:

CO-1Developpractical knowledgetoclassifyandcataloguelibraryresources.

CO-2Analyseanddemonstratetheimportanceofclassification,cataloguemainentry,added entries and reference entries in cataloguing library materials.

CO-3ImplementthesuitableprinciplesofDDCforassigningclassnumberstodocuments representing simple, compound, and complex subjects.

CO-4CreatecataloguefordifferenttypesoflibrariesusingAACRII(R)andusesubjectheadings.

(A)   Assigning Class Numbers representing Simple, Compound, Complex Subjects according to DDC (Latest available edition)

(B)   Preparation of Main and Added Entries of Documents according to AACR – IIR (Latest edition) having   the following items,
   ● SingleResponsibilityandSharedResponsibility,MixedResponsibility
   ● CorporateAuthor,ContinuingResources(Serials),PseudonymsandAnonymousworks
   ● Classics,Non-BookMaterials(CartographicMaterials&e-resources)
   ● AssigningSubjectHeadingtoDocumentsaccordingtoSearsListofSubjectHeading (Latest edition)

(C)   **Note:**InPracticalPaper totalmarkswillconsistasunder:
        EndTermExamination –[A(50marks) +B(50 marks)=100 marks]

RECOMMENDEDBOOKS
   ● Association,A.L.(1999).*Anglo-Americancatalogingrules*.AmericanLibrary Association.
   ● Bristow,B.A.,&Farrar,C.S.(2014). *Searslist ofsubjectheadings*.H.W.Wilson.
   ● Dewey,M.(2011).*DeweyDecimalClassificationandRelativeIndex:Relativeindex*. OCLC Online Computer Library Center.
   ● Dhyani, P. (2002). *Classifying with dewey decimal classification (ed. 19th and 20th)*. Ess Ess Publications.
   ● Kaushik, S. K. (2012). *Dewey decimal classification: A practical manual of 23rd edition*. Ess Ess Publication.
   ● Khan,M.T.M.(2005).*Anglo-American cataloguingrules:AACR*.ShreePublishers.

- Kumar,K.,&Garg,B.S.(2005).*Advancedcataloguingpractice:Basedonanglo- american cataloguing rules 2nd ed.* Har-Anand Publications.
- Mortimer, M.(2007).*Learndewey decimalclassificationfirstnorthamericanedition*. Total Recall Publication Incorporated.
- Ranganathan,S.R.(1958).*Classifiedcataloguecode:Withadditionalrulesfordictionary catalogue code*. Sarada Ranganathan Endowment for Library Science.
- Ranganathan,S.R.,&Neelameghan,A.(2006).*Classifiedcataloguecode:With additional rules for dictionary catalogue code*. Ess Ess Publication.
- Satija,M.P.(2012).*Exercisesinthe23rdeditionofdeweydecimalclassification*.EssEss Publication.
- Satija, M. P. (2019). *User's guide to sears list of subject headings*. Rowman & Littlefield Publishers.
- Singh,S. N.,& Prasad,H. N.(1985). *Cataloguingmanual AACR-II*.B. R. Publishing.

	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	3	2	0	1	1	1	3	1	3	1
CO-2	3	3	2	0	1	1	1	3	1	3	1
CO-3	3	3	3	0	1	3	1	3	0	2	0
CO-4	3	3	3	0	1	3	1	3	0	2	0

SEMESTER-II

PART-I
PaperNo: **201**
Paper Name: **SEARCHSTRATEGIESANDTECHNIQUES**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective: Toacquaintthestudentsaboutthedifferenttypesofsearchstrategiestofind information online and the indexing techniques.

CourseOutcomes:Afterstudyingthis paper,studentsshall beable to:

CO-1 Understand the fundamental concepts of search strategies, search techniques, vocabulary control tools and its importance in information searching and retrieval.

CO-2 Demonstrate the features and functionalities of different online searching tools, federated searching, web searching and automatic indexing

CO-3Analysedifferentkindofindexingsystem,vocabularycontroltoolsandlearnitsapplication. CO-4Implementtheknowledgeofonlinesearching,searchingtools,vocabularycontroltoolsand different indexing system.

Unit-1: Search Strategies
- SearchStrategies:Concept,Need,Development
- ProcessforSearching:Preparingtosearch, FeedbackandRefining
- BasicSearchTechniques:WordandPhrase,Boolean,Truncation,Proximity,Field, Metadata, Limit Search Techniques

Unit-2: Online Searching
- OnlineSearchingandRetrieval:Definition,Historicaldevelopment,basicfeatures; Searching vs. browsing
- OnlineSearchtools:SearchEngines-PrimarySearchEngines,MetasearchEngines,Focusedcrawler-basedsearchenginesandDirectories,SubjectGateways
- GoogleSearchtoolsand techniques,
- Federated search: Concept, Need, Functions, Advantages, Disadvantages, Federated Search Engine vs Meta search engine; Cluster Based Web search

Unit-3: IndexingLanguageandVocabularyControl
- IndexingLanguage:TypesandCharacteristics
- VocabularyControl:DefinitionandPurpose.ToolsofVocabularyControl
- Thesaurus:StructureandFunction;Design/ConstructionofThesaurus.

(Printed material)

Unit-4: Indexing techniques
- Pre-Coordinate&PostCoordinate Indexing,
- AssignedIndexingvsDerivedIndexing
- AssignedIndexingSystems:Pre-Coordinate(PRECIS,POPSIandChain Indexing)
- DerivedIndexingSystems:KeywordIndexing(KWIC,KWOCand KWAC)
- AutomaticIndexing:ConceptandProcess;ManualvsAutomatic Indexing
- AutomaticTermExtractionandWeighing,AutomaticTextRetrieval

RECOMMENDEDBOOKS

1. Bobick, J. E., & Berard, G. L. (2011). *Science and technology resources: A guide for information professionals and researchers*. ABC-CLIO.

2. Borowick, J. N. (2000). *Technical communication and its applications*. Prentice Hall; 2nd edition (June 11, 1999).

3. Burroughs, S., Brocato, K., Hopper, P. F., & Sanders, A. (2009). Media literacy: A centralcomponentofDemocraticcitizenship.*TheEducationalForum*,*73*(2),154–167. https://doi.org/10.1080/00131720902739627

4. Chowdhury, G. G., & Chowdhury, S. (2001). *Searching CD-ROM and online information sources*. Library Assn Pub Limited.

5. Foskett,A.C.(1996).*Thesubject approachtoinformation*.Facet Publishing.

6. Guha,B.(1983).*Documentationandinformation:Service,techniquesandsystems* (2nded.). World Press.

7. Hague, B. N., & Loader, B. D. (2005). *Digital democracy: Discourse and decision making in the information age*. Routledge.

8. Hutchins, J. (1997, May). Translation technology and the translator. In *Proceedings of the Eleventh Conference of the Institute of Translation and Interpreting* (pp. 113-120).

9. Kent,A.,Lancour,H.,&Daily,J.E.(1978).*EncyclopediaofLibraryandInformation Science: Volume 24 - Printers and Printing: Arabic Printing to Public Policy: Copyright, and Information Technology*. CRC Press.

10. Lancaster, F. W. (1979). *Information retrieval systems: Characteristics, testing, and evaluation*. New York ; Toronto : Wiley.

11. Large, J. A., Tedd, L. A., & Hartley, R. J. (1999). *Information seeking in the online age: Principles and practice*. K G Saur Verlag Gmbh & Company.

12. McGrath, M. (2004). Interlending and document supply: A review of recent literature – XLVIII. *Interlending & Document Supply*, *32*(1), 50–54. https://doi.org/10.1108/02641610410520279

13. Mitchell, E., & Walters, S. (1994). *Document delivery services: Issues and answers*. Information Today.

14. Rowley,J.E.(1998). *Theelectroniclibrary*. LibraryAssnPub Limited.

15. Saracevic,T.,Spink,A.,&Wu,M.-M.(1997).Usersandintermediariesininformation retrieval:Whataretheytalkingabout?In*UserModeling*(pp.43–54).SpringerVienna. http://dx.doi.org/10.1007/978-3-7091-2670-7_6

16. Singer,C.A.(2012).*Fundamentalsofmanagingreferencecollections*.American Library Association.

17. Walford,A.J.,Harvey,A.P.,&Drubba,H.(1980).*Walford'sguidetoreference material*. London : Library Association.

18. Walford,A.J.(1993).*Walford'sGuidetoReferenceMaterial:Scienceandtechnology*. London : Library Association.

PAPERCODE-LIS-201SearchStrategiesandTechniques										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	3	1	0	1	2	3	3	2	2	2
CO-2	3	3	2	1	1	2	3	3	2	3	0

CO-3	3	3	1	0	2	1	2	3	1	3	0
CO-4	3	3	1	0	2	1	2	3	1	3	1

PaperNo: **202**
Paper Name: **INFORMATIONSOURCES&SERVICES**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective: Toacquaintthestudentsaboutthedifferenttypesofinformationsourceswiththeir specific features and characteristics.

CourseOutcomes:Aftercompletionofthecoursestudentswillbeable CO-
1.Understand the various types of Information resources.
CO-2.Analyzetheimportanceof variousE-Resourcesand theiruseinthelibrary.
CO-3Applythevarioustypesofinformationservicesprovidedto users.
CO-4.Implementationandusethevarioustypesofcollaborativeservice platform..

Unit1:Information Sources
- DocumentaryandNon-Documentary Sources(Human&Institutional)
- ReferenceSources:Categories,Characteristicsand Usefulness
- EvaluationofReference Sources:PrintandElectronic

Unit2:ElectronicSourcesof Information
- e-Documents,OPAC,Web-OPAC
- SubjectGateways/Portals,BibliographicalSources,FulltextDatabases,BulletinBoards, Discussion Groups/Forums
- OpenAccessResources, ListServes,SocialNetworkingSites

Unit3:Information Services
- InformationServices:Definition,Scope,NeedandFunctions
- TypesofInformationServices:ReferenceService,ReferralService,Bibliographic Service, Translation Service, Indexing & Abstracting Services, Reprographic Service
- CAS/AlertingService,SDI,DDS

Unit4:Internet basedInformation Services
- Library2.0:Concepts,Characteristics&Components
- SynchronousCommunication&ContentDelivery:InstantMessaging,RSS Feeds, Streaming Media, Podcasts, Vodcasts, SMS Enquiry Service
- CollaborativePublishingTools: Blogs&Wikis
- CollaborativeServicePlatforms:SocialNetworks, Tagging,SocialBookmarking

RECOMMENDEDBOOKS

1. Association,L.(1984).*Printedreference material*.London:Library Association.

2. Chowdhury, G. G., & Chowdhury, S. (2001). *Information sources and searching on the world wide web*. Library Assn Pub Limited.

3. Guha, B. (1978). *Documentation and information: Services, techniques and systems*. World Press.

4. Gupta, , S. (Ed.). (2012). *Innovative Challenges in Information Services: Changing ParadigmforthesustenanceofLibraryandInformationCentersintheDigitalEra*.Kutub Publishers.

5. Kumar,K.(1989).*Referenceservice*.VikashPublication.

6. Lancaster, F. W. (1998). *Indexing and abstracting in theory and practice*. University of Illinois, Graduate School of Library & Information Science.
7. London:Library Association.

8. Padhi, P. (1994). *Reference sources in Modern Indian Languages: A study on Oriya language*. Gayatridevi Publication.

9. Panda, K. C., & Gautam, J. N. (1999). *Information Technology on the Cross Road from Abacus to Internet*. Y. K. Publishers.

10. Ranganathan,S. R.(2006). *Referenceservice*. EssEss Publication.

11. Riordan,D.(2013).*Technicalreportwritingtoday*.Cengage Learning.

12. Seetharama, S. (1997). *Information consolidation and repackaging: Framework methodology planning*. Ess Ess Publications.

13. Singer,C.A.(2012).*Fundamentalsofmanagingreferencecollections*.AmericanLibrary Association.
14. Walford,A.J. (1993).*Walford'sGuidetoReferenceMaterial:Scienceand technology*.

15. Walford,A.J.,Harvey,A.P.,&Drubba,H.(1980).*Walford'sguidetoreferencematerial*. London : Library Association.

CO-PO&PSOmapping(P-202)

PAPERCODE-LIS-202InformationSources&Services										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	1	1	2	3	3	2	3	3	3	2	3

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	30	70	100
3	**1**	**0**	**04**			

Objectives: To train the students with the basics structure of Information and Communication Technologyanduseoflibrarysoftwareforrecordmanagementanddissemination.

Course Outcomes:

CO1TorememberthebasicknowledgeaboutcomputersandhowtheyareusedinLibraries

CO2TounderstandthebenefitsofComputerTechnology,CommunicationTechnology, Library Automation software packages.

CO 3 To apply the difference between traditional Library System and integrated library system by the use of computers.

CO4.ToevaluatetheworkingknowledgeofvarioustypesofLibrarySoftwarePackagesandhow they are used in Libraries.

Unit1:ComputerTechnology
- Evolutionof Digital Computers;
- Numbersystems;
- CharacterRepresentation:ASCII,ISCIIand UNICODE;
- BasicComponentsofaComputer:ArithmeticLogic Unit;
- ControlUnit;Memory Unit;Input /Output devices;
- SystemSoftware;Application software.
- OperatingSystems:Linux,Windows;
- IntroductiontoProgrammingLanguages

Unit2:IntroductiontoCommunication Technology
- Tele-communication:TransmissionMedia,ISDN,PSDN, Multiplexing,
- Modulation,StandardsandProtocols,
- WirelessCommunication;Networking:Topologyandlevelsofnetworks,Network protocols, Network Models (OSI),
- ToolsandDevices. Hardwarerequirements

Unit-3:LibraryAutomation
- HistoryandDevelopmentofLibraryAutomation

- Planningand implementation
- Automation of in-houseoperations
- RequirementsforAcquisition,Cataloguing,Circulationcontrol,SerialsControl,OPAC
- LibrarySecurityTechnology:Barcode,QRCode,RFID,CCTV,Biometrics,Smartcard

Unit-4:LibraryAutomation Packages
- History,EvolutionandGenerationsofPackages
- CommercialSoftwarePackages:LIBSYS,SOUL2.0,SLIM
- Open-SourceSoftwarePackages:KOHA,NEWGENLIB,E-GRANTHALAYA
- EvaluationofSoftwarePackages

RECOMMENDEDBOOKS

1. Arora,A.,&Bansai,S.(2002).*Computerfundamentals*.ExcelBooks.
2. Atul,K.(2004).*Introduction todatabasemanagement systems:* PearsonEducationIndia.

3. Babu, Dr. B. R., & Gopalakrishnan, Dr. S. (2004). *Information, communication, library, and community development: Festschrift in honour of prof. C.P. vashishth*. B. R. Publishing.

4. Bach,M. J. (1986).*Thedesign of theUNIXoperating system*. Pearson.

5. Basandra,S.K.(1998).*ComputerToday*.GalgotiaPublications.

6. Bilal, D. (2014). *Library automation: Core concepts and practical systems analysis, 3rd edition: Core concepts and practical systems analysis*. ABC-CLIO.

7. Brown-Syed, C. (2011). *Parents of Invention: The development of library automation systemsinthelate20thcentury:Thedevelopmentoflibraryautomationsystemsinthelate 20th century*. ABC-CLIO.

8. Date,C.J. (2006).*An introductionto databasesystems*. PearsonEducation India.

9. Doyle, S. (2015). *Complete ICT for Cambridge IGCSE®*. Oxford University Press - Children.
10. Doyle, S. (2015b). *Complete ICT for cambridge IGCSE® revision guide*. Oxford University Press - Children.

11. Goel,A.(2010).*Computerfundamentals*.Pearson EducationIndia.

12. Gopal,K.(2005).*Modernlibrary automation*.Authors Press.

13. Grewal,G.(2004).*Handbookoflibrarysecurity*.Dominant.

14. Jain,M.,Jain,&Singh,S.(2003).*Introductiontodatabasemanagement*.BPB Publications.

15. Jha,J.,Mahanti,P.K.,&Sahoo,L.(1996). *Elementsofcomputerscience*. AlphaScience International, Limited.

16. Kochtanek,T.R.,&Breeding,M.(2017).*Libraryinformationsystems:Fromlibrary automation to distributed information access solutions, 2nd edition*. Libraries Unlimited.

17. Kochtanek, T. R., & Matthews, J. R. (2002). *Library information systems: From library automation to distributed information access solutions*. Greenwood.

18. Kumar,P.S.G.(2004).*Informationandcommunication:Paperixofugcmodel curriculum*. B.R. Publisher.

19. Leon,A. (2009a). *Databasemanagementsystems, 1E*. Vijan Nicole.

20. Matthew,N., &Stones, R.(2011).*Beginninglinuxprogramming*.John Wiley&Sons.

21. Petersen,R.(2007).*Linux:Thecompletereference(withcd)*.TataMcGraw-Hill Education.

22. Reddy, S., Balakrishnan, S., & Paliwal, P. K. (2001). *Automated management of library collections*. Ess Ess Publications.

23. Redmond,E.,&Wilson,J.R.(2012).*Sevendatabasesinsevenweeks:Aguidetomodern databases and the nosql movement*. Shroff.

24. Shotts,W. (2019).*TheLinuxCommand Line:A CompleteIntroduction*. No Starch Press.

25. Shuman, B. A. (1999). *Library security and safety handbook: Prevention, policies, andprocedures*. American Library Association.

26. Silberschatz,A.,Gagne, G.,&Galvin, P.B.(2018). *Operatingsystemconcepts*.Wiley.

27. Silberschatz,A.,Korth,H.F.,&Sudarshan,S.(2011).*Databasesystemconcepts*.McGraw-Hill Education.

28. Siwatch,A. S.(2006). *Newapproaches tomodern librarianship*. Sanjay.

29. Stallings. (2003). *Computer networking with internet protocols and technology*. Pearson Education India.

30. Sujatha,G.(1999).*Resourcesharingandnetworkingofuniversitylibraries*.EssEss Publications.

31. Sybex.(2007).*Linux complete*.BPB Publications.

32. Ward, B. (2014). *How linux works, 2nd edition: What every superuser should know*. No Starch Press.

33. Ward, B. (2021). *How linux works, 3rd edition: What every superuser should know*. No Starch Press.
34. Wilson,K. (2016).*Essential computing:Concepts ofICT*. Elluminate Press.

CO-PO&PSOmapping(P-203)

PAPERCODE-LIS-203BasicsofInformationandCommunicationTechnology&ApplicationinLibraries											
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	2	1	3	2	3	2	2	3	3	2
CO-2	2	3	1	2	2	3	2	3	2	3	3
CO-3	2	2	1	2	2	3	2	3	3	3	2
CO-4	3	2	1	2	1	2	3	2	2	2	3

PaperNo: **204**
Paper Name: **PERSONALITYDEVELOPMENT&COMMUNICATIONSKILL**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective:
1. Todevelopcommunicationskillsaswellaspositivepersonalitytraits
2. Developingeffectivecommunicationskills(spokenandwritten)andpresentation skills.
3. Becomeself-confidentindividualsbymasteringinterpersonalskills,teammanagement skills, and leadership skills and function effectively in different circumstances.
4. Developmentofbroadcareerplans,evaluatetheemploymentmarket,identifythe organizations to get good placement, match the job requirements and skill sets.

CourseOutcomes: After completion ofthe coursestudents willbe able:
CO1.Effectivelycommunicatethroughverbal/oralcommunicationandimprovethelistening skills
CO2.Writeprecisebriefsorreportsandtechnicaldocuments,activelyparticipateingroup discussion / meetings / interviews and prepare & deliver presentations.
CO3.Becomemoreeffectiveindividualthroughgoal/targetsetting,self-motivationand practicing creative thinking.
CO4.Functioneffectivelyinmulti-disciplinaryandheterogeneousteamsthroughtheknowledge of team work, Inter-personal relationships and conflict management skills.

Unit1:Personality andits Characteristics
- PersonalityTypes,Traits andCharacteristics
- Social,SoftandInfluencingSkillDevelopment
- Attitude,Appearance,TimeandStressManagementSkill

Unit2:Communication Skill
- ProfessionalCommunicationSkills(Verbal,Non-Verbal& Written)

- Communication–
  UnderstandingtheAudience,Presentation,BodyLanguage,Interpersonal Skills and
  ability to listening Skill
- TechnicalCommunicationSkillsandEditorialTools

Unit3:MarketingSkills&Public Relations
- MarketingPlanningandStrategy
- PublicityandPromotion
- PublicRelations andLiaison withLibrary Authorityand Patrons

Unit4:Leadership and Vision
- OrganizationalAbility,TeamLeadershipandProblemSolving
- ProjectManagement,AnnualPlan,Five-Year&PerspectivePlan,Disaster Management,
  Conflict and Crisis Management
- VisionaryandFuturisticApproach,Preparationof VisionDocument
- NegotiationSkills& Strategies

RECOMMENDEDBOOKS

1. Aitchison,J.(2004).*Teachyourselflinguistics*.McGraw-Hill.

2. Booth, P. F. (1991). *Report writing*. Huntington.

3. Chandler,H.E.(1983).*Technicalwriter'shandbook*.AsmInternational.

4. Cooper,B.M. (1964).*Writingtechnical reports*.Penguin UK.

5. Gerson.(2007).*Technicalwriting:Processandproduct,5/E*.PearsonEducation India.

6. Gladis, S. D. (1993). *Write type: Personality types and writing styles*. Human Resource Development.

7. Harrison,C.(1980). *Readabilityin theclassroom*. CambridgeUniversity Press.

8. Huckin,T.N.,&Olsen,L.A.(1991).*Technicalwritingandprofessionalcommunication: For nonnative speakers of English*. McGraw-Hill Humanities, Social Sciences & World Languages.

9. James,G.G.(1986). *Strategiesandskillsof technicalpresentations*.Greenwood Press.

10. Karten, N. (2010). *Presentation skills for technical professionals: Achieving excellence*. Itgp.

11. Masters, A., & Wallace, H. R. (2010). *Personal development for life and work*. Cengage Learning.

12. McMurry,J.H.(2002).*Theetiquetteadvantage:Personalskillsforsocialsuccess*.Stellar Publications.

13. S.G.(2009). *Personality development andcommunication skills*.Book Enclave.

14. Saxena, T. P., & Arvinda, C. (1979). *Style manual for writing theses, dissertations andpapers in social sciences by Arvinda Chandra and T P Saxena*. Metropolitan Books.

15. Sherman,T.A.,&Johnson,S.S.(1975).*Moderntechnicalwriting*.PrenticeHall.

16. Swain,D.V.,&Swain,J.R.(1991).*ScriptingforthenewAVtechnologies*.Taylor&Francis.

17. VanAlstyne, J. S. (1999). *Professional and technical writing strategies: Communicating in technology and science*. Prentice-Hall Inc.

18. Weisman,H.M.(1992).*Basictechnicalwriting*.Prentice Hall.

CO-PO&PSOmapping(P-204)

PAPERCODE-LIS-204PersonalityDevelopment&CommunicationSkill											
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	1	1	2	3	3	2	3	3	3	2	3

PaperNo: 205
Paper Name: ICTandLibraryManagementSoftware-Practice

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	-	100	100
3	1	0	04			

Objective:
1. Totrain thestudents with theuseofofficeautomation software.
2. Toprovidehands-onpracticeonfreeandopen-sourcelibraryautomationsoftwarepackages.

CourseOutcomes:Aftercompletionofthecoursestudents willbe able:

CO-1Understandthefundamentalconceptsofcomputerapplicationsoftware,programming language, Database management system Ms-office and library automation software.

CO-2DemonstratethefeaturesandfunctionalitiesofMS-Word,MS-Excel,MS-PowerPoint,Ms-Access and different library automation software.

CO-3 Analyse different kind of library automation software and hands-on practice in learning to use koha, e-Granthalaya and Newgenlib software.

CO-4ImplementtheknowledgeofMs-office,programminglanguages,Databasemanagement system and library automation software.

Unit1:Useof systemsoftwareand application software
- Windows-10, Linux
- MS-Word,MS-Excel,MS-PowerPoint

Unit2:Handsonexperiencewithlibraryautomationsoftware(any one)
- Newgenlib
- E-Granthalaya
- Koha

Unit3:Programminglanguageand databases
- BasicProgramminginHTML
- DBMS (MS-Access)

Unit4:Viva-Voce
Note: InPracticalPapertotalmarkswillconsistasunder:
EndTermExamination= RecordAssignment(30Marks)+Computer Practice(50marks) +Viva-voce(20 marks) =100 marks

RECOMMENDEDBOOKS

1. Mukhopadhyay,P.Libraryautomation–softwarepackages–MLII104(ICTapplications– Part 1), MLIS, IGNOU, 2006.
2. Mukhopadhyay,P.Libraryautomationpackages -introduction–BLII003,Block1,Unit1 of CICTAL course, IGNOU, 2005
3. Shotts,WilliamsE. (2012).TheLinux CommandLine– ACompleteIntroduction.
4. Silberschatz,A.(2005).OperatingSystemConcepts.Wiley
5. Silberschatz.(2013). DatabaseSystemConceptsPaperback. McGrawHill.

CO-PO&PSOmapping(P-205)

PAPERCODE-LIS-205ICTandLibraryManagementSoftware-Practice										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	1	1	1	2	2	3	1	2	1	2
CO-2	3	2	3	1	3	1	2	2	3	3	2
CO-3	2	3	2	3	1	2	1	2	1	2	1
CO-4	1	1	1	2	2	3	3	3	3	3	3

PaperNo: **206-A**
Paper Name: **PRESERVATION&CONSERVATIONOFLIBRARYMATERIALS**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective- To appraise the need and techniques of preservation and conservation of librarymaterials.

Outcomes:Afterstudying thispaper, students shallbeable to:

CO-1Understandthefundamentalconceptsofpreservation,conservation,causesofhazards, control measures, digital preservation and binding of library materials.

CO-2Identifythephysicalcharacteristicsoflibrarymaterialsandcausesoftheirdeterioration CO-

3Analyze features of different types of hazards and control measures to library materials

CO-4 Implement the different types of preventive measures digital preservation techniques and binding for safeguard different types of library materials

Unit1:BasicsofPreservationand Conservation: Overview
- PreservationandConservation:HistoricalDevelopment,NeedandPurpose
- PreservationofPrintMaterials:Books,Periodicals,Pamphlets
- DigitalPreservation

Unit2:Preservationof Non-Print Materials
- PalmLeaves
- Manuscripts
- Films
- Floppiesand Disks

Unit3:HazardsandControlMeasurestoLibraryMaterials
- Environmental Factor (Temperature, Humidity, Water, Light, Air Pollution, Smoke, Dust, etc)
- ChemicalFactors
- Biological Factors

Unit 4: Binding
- TypesofBindingofLibrary Materials
- BindingMaterialandtheir Varieties
- Binding Process
- StandardsforLibraryBinding

RECOMMENDEDBOOKS

1. Casey,J.P.(1960).*Papermaking*. Inter-science Publishers.

2. Corderoy,J.(1967).*Bookbindingforbeginners*.Thomasand Hudson.

3. Dasgupta, K. (1988). *Conservation of library materials: Seminar: Papers*. National Library.

4. Dureau, J.-M., Clements, D. W. G., & Conservation, I. F. of L. A. and Institutions. S. on. (1986). *Principles for the preservation and conservation of library materials*. Hague : IFLA Headquarters.

5. Gabriel, M. R., Roselle, W. C., & Ladd, D. P. (1980). *The microform revolution in libraries*. Greenwich, Conn. : Jai Press.

6. Harvey,D.R.(1993).*PreservationinLibraries:AReader*.KGSaurVerlagGmbh&Company.

7. Jensen, H. (1969). *Sign, symbol, and script: An account of man's efforts to write*. George Allen & Unwin.

8. Singh, R.S. . (1993). *Conservation of documents in libraries, archives and museums*. Aditya Prakashan.

CO-PO&PSOMapping(P-206A)

PAPERCODE-LIS-206(A)PRESERVATION&CONSERVATIONOFLIBRARYMATERIALS										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	3	1	0	1	1	1	3	0	2	1
CO-2	3	3	1	0	1	0	1	3	0	2	1
CO-3	3	3	1	0	1	0	1	3	0	2	1
CO-4	3	3	1	0	1	1	1	3	0	2	1

PaperNo: **206-B**
Paper Name: **COMMUNITYINFORMATION SERVICE**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective-Toacquaintstudentswiththeneedandpurposeofcommunityinformationservices. Course

Outcomes: After completion of the course students will be able
CO1TorememberthebasicconceptsofCommunityinformationinLibraries. CO2
To create professionals as per the requirement of various organizations.
CO3Toanalyzetheexperience,knowledgeandchallengesofvariousProfessionalsintheir organization.
CO4Toevaluatethechallengesincommunity information.

Unit1:Basics ofCommunity Information

- CommunityInformation:Definition,Originand Scope
- NeedforandSourcesof Community Information
- RoleofLibraries inDissemination ofCommunityInformation

Unit2:CommunityInformationServices
- CommunityInformation Services:Meaning,TypesandTarget Users
- CommunityInformation Centers:PlanningandRoleofInformationServices
- CommunityInformationServicestoSpecificCommunities
     a)Rural, Urban and Metropolitan Communities
     b) Industrial,BusinessCommunities
     c) Academic,Research,InstitutionalandR&D Communities
     d) Physically/MentallyDisadvantagedCommunities
     e) Children,Women andSeniorCitizens
- CommunityInformation Servicesin India,UKandUSA

Unit-3:CommunityInformationResources
- NatureandScope,Differenceswithbibliographicalresources
- DocumentarySources:vitalstatistics,landrecords,officialpublications, magazines etc.
- InstitutionalSources:Publicationsoflocalgovernmentsandgovernmentagencies, educational and religious institutions etc.
- HumanResources:villagelevelleaders,fieldextensionpersonnel,religiousleaders, government officials, etc;
- CulturalheritageresourcesandDigitalresources.

Unit4:Digital Community Information Services
- DigitalCommunityInformationServices–Need,Advantages,ToolsandTechniques
- SoftwareFrameworkforCommunityInformationServices:Models, Components
- CommunityCommunicationandInteraction:Tools,TechniquesandProcesses

RECOMMENDEDBOOKS

1. Ainley,P.(1980).*Basicsofcommunityinformation:Anactionhandbookfor librarians*. Association of Assistant Librarians.

2. Association,A.L.(1967). *Minimumstandardsforpubliclibrarysystems,1966*. ALA.

3. Babu,Dr.B.R.,&Gopalakrishnan,Dr.S.(2004).*Information,communication, library,andcommunitydevelopment:Festschriftinhonourofprof.C.P.vashishth*.B. R. Publishing.

4. Bunch,A.(1982).*Communityinformationservices:Theirorigin,scope,and development*. London : Bingley.

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9. Kahn, A. J. (1971). *Neighborhood information centers: A study and some proposals*. Columbia University School of Social Works.

10. Roy,L.,Bhasin,A.,&Arriaga,S.K.(2011).*Triballibraries,archives,andmuseums: Preserving Our Language, Memory, and Lifeways*. Scarecrow Press.

11. Vashishth, C. P. (1995). *Libraries as rural community resource centres: Papers & proceedings of the Workshop on Rural Community Resource Centres, New Delhi, august 28-29, 1992*. B. R. Publishing.

CO-PO&PSO mapping(P-206 B)

PAPERCODE-LIS-206(B)(CommunityInformationService)										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	1	1	2	3	3	2	3	3	3	2	3

PaperNo: **206-C**
Paper Name: **INFORMATIONRESOURCE DEVELOPMENT**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective-To keep acquainted with the types of information resources and develop various typesofresourcesinthelibrarytouseforlearningandresearchandneedprinciples forresourcedevelopment,bibliography,useofdatabases,institutionalrepositories, open access resources etc.

CourseOutcomes: After completion ofthe coursestudents willbe able
CO-1.UnderstandthebasicconceptofDocumentaryandNonDocumentarysourcesof information.
CO-2.Analyze theimportance of variousbookselectiontoolsvizDrury'sPrinciple,Dewey's Principle and Rangathan's principles.
CO-3Sectionofthe varioustypesoftoolsforprovidingservicesto users.

CO-4.Implementation andusethevarioustypesoftoolsanddocumentsinprovidingthe information to patrons.

Unit1:Typesof Information Resources
- Documentary(Primary,Secondary&Tertiary)
- Non-Documentary
- E-Resources

Unit2:BookSelection Principles
- Drury'sPrinciple
- Dewey'sPrinciple
- McColvin'sPrinciple
- Ranganathan'sPrinciple

Unit3:SelectionTools
- CurrentList
- Bibliographies
- Library Catalogue
- Books in Print
- Publishers'Catalogue
- Directories
- WebOPAC (WorldCat)
- Websites

Unit4:CategoriesofDocuments
- ByPhysicalCharacteristics
- ByInformation Characteristics
- Booksand Periodicals
- Thesesand Dissertations
- Govt. Publications
- GreyLiterature

RECOMMENDEDBOOKS

1. Ani, O. E., & Ahiauzu, B. (2008). Towards effective development of electronic information resources in Nigerian university libraries. *Library Management*, *29*(6/7), 504–514. https://doi.org/10.1108/01435120810894527

2. Harrell,M.C.,Thie,H.J.,Yardley,R.J.,&Lytell,M.C.(2011).*Informationsystems technician rating stakeholders: Implications for effective performance*. RAND Corporation.

3. Laudon, K. C., & Laudon, J. P. (2017). *Management information systems: Managing the digital firm*. Pearson.

4. McCloy, K. R. (1995). *Resource management information systems: Remote sensing, GIS and modelling, second edition*. CRC Press.

5. McNurlin, B. C., & Sprague, R. H. (2003). *Information systems management in practice*. Prentice Hall.

6. Pitschmann,L.A.,&Federation,D.L.(2001).*Buildingsustainablecollectionsoffree third-partyweb resources*. Washington, D.C.: Digital Library Federation, Council on Library and Information Resources.

CO-PO&PSOmapping(P-206C)

PAPERCODE-LIS-206(C)(InformationResourceDevelopment)										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	2	1	3	2	3	2	2	3	2	2
CO-2	2	3	1	2	3	1	1	3	2	3	3
CO-3	1	2	3	1	2	1	1	1	1	1	2
CO-4	3	1	2	2	1	2	3	2	2	2	1

SEMESTER-III
PART-II

PaperNo: 301
Paper Name: **INFORMATION RETRIEVAL**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective- To get abreast ofthe students about the indexing & vocabulary control techniques and searching of resources both through print and electronic form.

Outcomes:Afterstudying thispaper, students shallbeable to:

CO-1UnderstandthefundamentalconceptsofISARSystems,Artificialintelligence,information searching, information evaluation, information retrieval model indexing language, indexing system, vocabulary control tools, and its functions.

CO-2 Analyse the features and functions of different indexing systems, indexing techniques and learn the parameters of information evaluation.

CO-3Distinguishcontrolledvocabularyfromnaturallanguageanditsapplicabilityinlibrariesfor subject indexing.

CO-4ApplytheknowledgeofISARSystems,retrievalperformance,indexinglanguage,systems and techniques in information searching

Unit1:BasicsofInformationRetrieval Systems

- Definition,ComponentsandTypesofISARSystems
- EvaluationofISARSystems
- ElementsofFileOrganization
- ArtificialIntelligenceandExpert System
- InformationRetrievalModels

Unit2:SubjectRepresentationandIndexingLanguages
- AlphabeticalSubject Representation
- ContributionsofCutter,Kaiser,Ranganathan, FarradaneandCoates
- CharacteristicsofIndexing Languages
- VocabularyControl-ListofSubjectHeadings,Thesaurusand
  Thesaurofacet, Classaurus

Unit3:IndexingSystemsandTechniques
- IndexingConcept,Principlesand Process
- Pre-Coordinate IndexingSystem&Post-Coordinate IndexingSystem
- UnitermIndexSystem
- CitationIndexing–Meaningandimportance,Differentcitationindexes:SCI,SSCI,
AHCI
- Full-Text(STAIRS,LEXIS-NEXIS,etc.)
- AutomaticIndexing: COMPass,WebIndexing

Unit4:Information Searchingand Evaluation
- SearchMethodsandSearchStrategy,BooleanSearch
- InformationSearchingindifferentMedia:PrintandElectronic
- NeedandParametersofEvaluation
- RetrievalPerformance:Recalland Precision

RECOMMENDEDBOOKS

1. Aitchison,J.,Bawden,D.,&Gilchrist,A.(2003).*Thesaurusconstructionanduse:A practical manual*. Routledge.

2. Becker, J., & Hayes, R. M. (1963). *Information storage and retrieval: Tools, elements,theories*. New York : Wiley.

3. Chowdhury,G.G.(2004).*Introductiontomoderninformationretrieval*.LibraryAssnPub Limited.

4. Convey, J. (1992). *Online information retrieval: Introductory manual to principles andpractice*. Clive Bingley.

5. deGrolier,E.(1962).*Astudyofgeneralcategoriesapplicabletoclassificationandcoding in documentation*. Paris, Unesco.

6. Ellis,D.(1996).*Progressandproblemsininformationretrieval*.LibraryAssociationPub. Library Association Pub.

7. Foskett,A.C.(1996). *Thesubjectapproach toinformation*.Facet Publishing.

8. Fugmann,R.(1993).*Subjectanalysisandindexing:Theoreticalfoundationandpractical advice*. INDEKS Verlag .

9. Lancaster,F.W.,W,L.F.,Lancaster,W.,&Joncich,M.J.(1977). *Themeasurementand evaluation of library services*. Washington : Information Resources Press.

10. Losee,R.M.(1998).*Textretrievalandfiltering:Analyticmodelsofperformance*.Springer.

11. Matthews,J.R.(2017).*TheEvaluationandMeasurementofLibraryServices,2ndEdition*. ABC-CLIO.

12. Meadow,C.T.,Boyce,B.R.,Kraft,D.H.,&Barry,C.L.(2006).*Textinformation retrieval systems*. Academic Press Incorporated.

13. Sharp,H.S.(1964). *Readingsininformation retrieval*.TheScarecrow Press.

14. Soergel,D.(1974).*Indexinglanguagesandthesauri:Constructionandmaintenance*.Los Angeles : Melville Publishing Company.

15. Soergel,D.(1985).*OrganizingInformation:PrinciplesofDataBaseandRetrieval Systems*. Morgan Kaufmann.

CO-PO&PSOmapping(P-301)

PAPERCODE-LIS-301InformationRetrieval										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	3	2	1	1	1	1	3	0	2	1
CO-2	3	3	2	0	1	1	1	3	0	2	1
CO-3	3	3	2	0	2	2	1	3	1	2	1
CO-4	3	3	2	0	2	2	1	3	1	2	1

PaperNo: 302
Paper Name: DIGITALLIBRARYANDCONTENT MANAGEMENT

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective-To make the students aware of content management concepts, content developing strategiesanddigitizationinthelibraryanddeveloptheirconfidencelevelinusing the same in the library.

CourseOutcomes: After completion ofthe coursestudents willbe able

CO-1Rememberthebasicknowledgeofcontentmanagementanddigitization CO-
2Aanalyze the need and importance of digital library and virtual library.
CO-3Designthecontentmanagementandcontent developingstrategies.
CO-4Implementationofcontentdevelopingstrategiesindigitizationprocess

Unit1:Content Management& Digitization
- ContentDevelopment:Concept;ContentCreation&Organization
- E-ContentDevelopmentStrategies
- VirtualLearning Environment
- DigitizationProcess,ToolsandFile Formats

Unit2:Digital Library Concepts
- DigitalLibrary&InstitutionalRepository:Concepts;DigitalLibraryInitiatives(National
  & International)
- DigitalLibrarySoftware(s)
- DigitalLibraryCreation usingD-Space

Unit-3:KnowledgeDiscoverythroughDataMining
- Definition,Benefitsandapplicationsofdatamining
- Dataminingapproaches andfunctionalities
- Importantdataminingtechniques
- WebMining andits applications

Unit-4:LegalIssuesin ContentManagement&DigitalLibrary
- Fileformats,Identifiers &Handlesystemsindigitallibraries
- Metadatastandards– DublinCore, METS,TEIetc
- Metadatainteroperability,cross walkingandmapping
- CopyrightandRightsManagementindigital libraries

RECOMMENDEDBOOKS

1. Andrews,J.(2017). *Digitallibraries:Policy,planning andpractice*. Routledge.

2. Chowdhury, G. G., & Chowdhury, S. (2003). *Introduction to digital libraries*. Facet
   Publishing.

3. Deegan,M.,&Tanner,S.(2006).*Digitalpreservation*.Facet Publishing.

4. Hoshi, T. P., & Schatz, B. (2003). *Digital library use: Social practice in design
   andevaluation*. MIT Press.

5. Jones,R.E.,Andrew,T.,&MacColl,J.(2006).*Theinstitutionalrepository*. Elsevier.

6. Lakshmi,V.,& Jindal,S.C. (2004). *Digitallibraries*. GyanPublishing House.

7. Shinde,G.Z.(2015).*Emergingtechnologiesandfutureoflibrariesissuesandchallenges*. Daya Publishing House.

CO-PO&PSOMapping(P-302)

PAPERCODE-LIS-302DigitalLibraryandContentManagement										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	3	2	1	1	3	2	1	3	1	3	1

(1=Low,2=Medium,3=High)

PaperNo: **303**
Paper Name: **ACADEMICLIBRARYSYSTEM**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	**30**	**70**	**100**
3	**1**	**0**	**04**			

Objective-To make the students conversant with organization, functions, building, user- oriented collections and services in academic libraries as well as role of library in continuing education program.

CourseOutcomes: After completionofthe coursethestudents willbeable
CO1To rememberthebasicknowledgeandfunctions ofAcademicLibraries.
CO2TounderstandResourceDevelopmentinthefieldofLibrary&InformationScience.
CO3.To apply for staff development courses through continuing education.
CO 4 To analyze how the application of networking has changed the services and all the activities of the Libraries

Unit1:AcademicLibrary:FunctionsandServices
- RoleofAcademicLibrary inHigher Education
- AcademicLibrary Services
- AcademicLibrary Management
- RoleofUGCforAcademicLibrary Development

Unit2:ResourceDevelopment
- PhysicalResourcesincludingICT Infrastructure
- CollectionDevelopmentPolicy,WeedingoutPolicy
- HumanResource Development
- FinancialResourceManagement

Unit3:StaffDevelopmentandContinuingEducation

- StaffingNormsandStandards
- ContinuingEducationProgramforAcademicLibraries
- PersonnelManagement
-

Unit4:LibraryNetworks and Consortia
- INFLIBNET-Objectives,FunctionsandServices; MHRD/UGC-INFLIBNET
- InitiativesforAcademic LibraryDevelopment:E-ShoudhSindhuandN-LIST

RECOMMENDEDBOOKS

1. Beard,J.(2016). *Universitylibrariesanddigitallearningenvironments*.Routledge.

2. Bose, K. (1994). *Information networks in India: Problems and prospects*. Ess Ess Publications.

3. Brophy,P.(2005).*TheAcademicLibrary*.FacetPublishing.

4. Cowley,J.(1982).*Personnelmanagement inlibraries*.London: Bingley.

5. Evans, G. E., & Evans, G. R. (1983). *Management techniques for librarians*. Emerald Group Pub Limited.

6. Gelfand,M.A.(1971).*Universitylibrariesfordevelopingcountries*.UniversityBookand Stationery.

7. Isaac,D.,&Ramaiah,L.S.(1993).*Academiclibraries,RoleintheNationalDevelopment: Festschrift Volume in Honour of Prof. N.B. Inamdar; foreword by G. Ram Reddy*. T R Publications.

8. Katz,L.S. (2012).*Selecting materials forlibrarycollections*. Routledge.

9. Kent, A. (1979). *The Structure and Governance of Library Networks: Proceedings of the 1978 Conference in Pittsburgh, Pa., Co-sponsored by National Commission on Libraries and Information Science and University of Pittsburgh*. Marcel Dekker Incorporated.

10. Kumar,G. (1989).*Librarydevelopmentin India*.Vikas.

11. Kumar,K.(2009).*LibraryAdministrationandManagement*. Vikas.

12. McKee,B. (1989).*Planning libraryservice*.London: C. Bingley.

13. Mishra, R. N. (2017). *Use and Services of University Library*. Today and Tomorrow's Printers and Publishers.

14. Mittal,R.L. (2007). *Libraryadministration: Theoryandpractice*. EssEssPublication.

15. Orne, J. (1977). *Academic libraries by the year 2000: Essays honoring Jerrold Orne*. New York : R. R. Bowker Company.

16. Prasher, R.G. (1991). *Managing university libraries*. Scholarly Publications.

17. Ranganathan, S.R., & Gopinath, M.A. (2006). *Library book selection*. EssEss Publication.

18. S., T. (2013). *Challenges of academic library management in developing countries*. IGI Global.

CO-PO & PSO mapping (P-303)

PAPERCODE-LIS-303(AcademicLibrarySystem)											
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	2	2	1	2	1	1	2	2	2	3	2
CO-2	3	2	1	1	1	1	3	2	2	2	3
CO-3	2	2	1	1	1	2	3	2	3	2	2
CO-4	3	2	1	1	1	2	3	3	2	3	2

PaperNo:304
PaperName:WEB TECHNOLOGIES

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**04**	**30**	**70**	**100**
3	1	0				

Objectives:

1. To introduce the students with basic concepts of Web technology.
2. To familiarize the students with the concepts of web page design.
3. To acquaint students with the current trends in web technologies.

CourseOutcomes: After completion of the course students will be able:
CO-1 Describe the concepts of World Wide Web, and the requirements of effective web design. CO-2 To analyse a web page and identify its elements and attributes.
CO-3 Explain client and server-side scripting and their applicability.
CO-4 To become aware with the use of current trends following web technologies.

Unit1:InternetBasics/WebTechnology

- World Wide Web: History and Evolution, Uniform Resource Locator(URL), OpenURL, Web Servers, Network Protocols: TCP/IP, FTP, SSHD, SOAP, etc.
- WebBrowsers-NetscapeNavigator, InternetExplorerandMozillaFirefox
- SearchEngines: Definition; Evolution; categories; search techniques; Meta Tags
- WebSecurity concepts

Unit2:Web Page Design

- Introduction to MarkUp languages: SGML, HTML, DHTML, XHTML and XML, Common HTML commands.
- Tools for Web Page Designing: HTML Editors; Client-side Scripting – VB Script, Java Script and PHP; Server-side Scripting- ASP and JSP; DOM, CSS; Features of Web Page Design Tools; Advantages of Web Page Design Tools
- Evaluationofwebsites

Unit3:Web2.0/ Web 3.0Concepts andApplications

- WebOPAC,Web2.0functions andfeatures,Web 3.0
- Web2.0ToolsandtheirapplicationinLibraries:RSSFeed,Blogs/Weblogs,Tags,Folksonomy,
- Mashups,Podcasts,InstantMessaging,Flicker,WikisandSocialNetworkingSites, Youtube
- SemanticWeb

Unit4:CurrentTrends

- Cloudcomputing:Concept, types
- Vendorsincloudcomputing: Google,Amazon,Microsoft,rackspaceetc.
- ApplicationofCloudcomputing in Libraries
- M-computing:ConceptandApplications

RecommendedBooks:

1. *AHelpfulGuidetoWebSearchEngines--howsearchengineswork(page4)*.(n.d.). Retrieved September 7, 2021, from http://www.monash.com/spidap4.html

2. Cleveland, A. D., & Cleveland, D. B. (2013). *Introduction to indexing and abstracting:Fourth edition*. ABC-CLIO.

3. Croft, B., Metzler, D., & Strohman, T. (2011). *Search engines: Information retrieval in practice*. Pearson Higher Ed.

4. Hahn.(1996).*The Internetcompletereference*.TataMcGraw-HillEducation.

5. Hill,B. (2003).*Googlefor dummies*. JohnWiley& Sons, Inc.

6. Hurwitz, J. S., Bloor, R., Kaufman, M., & Halper, F. (2010). *Cloud computing for dummies*. John Wiley & Sons.

7. Kinyanjui,D.(2017).*Application ofweb2.0Technologies inlibraries*.Grin Verlag.

8. Kizza,J. M.(2020). *Guideto computernetworksecurity*.Springer Nature.

9. Parkes,D.,&Walton,G.(2010).*Web2.0Andlibraries:Impacts,technologiesandtrends*. Chandos Publishing.

10. Velte.(2009).*Cloudcomputing*.TataMcGraw-HillEducation.

11. Williamson.(2001).*Xml:Thecompletereference*. TataMcGraw-HillEducation.

12. Young,M.L.(1999).*Internet:Thecompletereference,millenniumedition*.McGraw-Hill Osborne Media.

CO-PO&PSOmapping (P304)

PAPERCODE-LIS-304(WebTechnologies)										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	3	1	3	2	2	3	2	1	1	2
CO-2	3	2	1	1	3	2	1	3	1	3	1
CO-3	2	1	2	1	2	1	3	2	3	2	1
CO-4	3	2	1	1	3	2	1	3	1	3	1

PaperNo: 305
Paper Name: **INTERNSHIP AND CONTENT MANAGEMENT SOFTWARE PRACTICE**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	-	**100**	**100**
0	**0**	**2**	**02**			

(A) INTERNSHIP-50marks

To place students in a working Library & Information Centre environment approved / recommended by the Department to enablethem to beexposed to the various sections / divisions to gain practical knowledge and to give them working experience.

Internshipshall beforonemonth (30days).

A Report shall be submitted by each student along with a certificate from the Head of the library concerned for the completion of Internship. The Internship report will be evaluated by the department faculty and marks will be sent to the Controller of Examinations.

(B) ContentManagementSoftwarePractice50marks

- Hands-onpracticeonJoomla/Drupal.

- HandsonpracticeonGreenstoneDigitalLibrary Software(GSDL), D-Space.

Endtermexamination(100Marks)

A-**Internship50Marks**:ReportSubmission(30Marks)+Presentation(20Marks)

B- **Content Management Software Practice 50 Marks**: Record Assignment & Computer
Practice (30 marks) + Viva-Voce (20 marks)

PAPERCODE-LIS-305InternshipandContentManagementSoftwarePractice										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	3	2	1	1	3	2	1	3	1	3	1

PaperNo: **306-A**

Paper Name: **INTELLECTUALPROPERTYRIGHTS&COPYRIGHT**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective- To make the students aware of the intellectual property & copyright concepts and
other issues related to patents, trade rights etc.

CourseOutcomes: After completion ofthe coursestudents willbe able
CO1Rememberandunderstandthefundamentalconceptsofintellectualpropertyand copyright.
CO2AnalysethedifferentIPRActsandconventionsanditsapplicationintheelectronic
environment.
CO-3ApplytheprinciplesofIndiancopyrightAct,CreativeCommonslicenceandPlagiarism. CO-
4 Evaluate Copyright and Patent laws of different countries.

Unit1:IntellectualPropertyRights
- IPR:Meaning,Concept,Genesis,and Development
- Categoriesof IPR
- EnforcementofIntellectualPropertyRights&RoleofWIPO,
- IPRActsanditsApplicationinElectronic Environment
- BerneConvention;UniversalCopyrightConvention;StockholmConference;
Paris Conference; WIPO Copyright treaty; GATT; TRIPS.

Unit 2: Copyright
- Copyright:Meaningand Scope
- RightstoCopyrightOwner,Open accessjournals andrepositories
- LicensingofCopyright

- CopyrightandProtectionofElectronic Resources
- CopyrightLaws, CreativeCommons; Plagiarism

Unit3: Patents
- ConceptandScope
- PatentLawsin India&Abroadanditsamendments
- Protectionof Inventions

Unit4:Copyright &PatentViolation and Infringement
- India
- USA
- UK

RECOMMENDEDBOOKS

1. Bouchoux,D.E.(2016).*Intellectualproperty:Thelawoftrademarks,copyrights,patents, and trade secrets, loose-leaf version*. Cengage Learning.

2. Correa, C. M., & Yusuf, A. A. (2016). *Intellectual property and international trade: The TRIPS Agreement: The TRIPS Agreement*. Kluwer Law International B.V.

3. Fishman,S.(2020). *The CopyrightHandbook:What EveryWriter Needstoknow*. Nolo.

4. Freeman,L.,&Peace,A.G.(2005).*Informationethics:Privacyandintellectualproperty*. IGI Global.

5. Grant,J.,Ashworth,C.,&Charmasson,H.(2008).*Patents,registereddesigns,trademarks and copyright for dummies*. For Dummies.

6. Litman,J.(2006). *Digitalcopyright*.PrometheusBooks.

7. Munari,F.,&Oriani,R.(2011).*Theeconomicvaluationofpatents:Methodsandapplications*. Edward Elgar Publishing.

8. Murray, A. (2019). *Information technology law: The law and society*. Oxford University Press, USA.

9. Narayanan,P.(2007).*Lawofcopyrightandindustrialdesigns*.EasternLawHouse(ELH).

10. Parulekar, A. (2006). *Indian Patents Law: Legal and business implications*. MacmillanIndia Ltd.

11. Tian, Y. (2009). *Re-thinking Intellectual Property: The Political Economy of Copyright Protection in the digital era*. Routledge Cavendish.

12. Umeh,J.(2007).*TheWorldBeyondDigitalRightsManagement*.BCS,theChartered Institute.

13. Wadehra,B.L.(2004).*Lawrelatingtopatents,trademarks,copyright,designsand geographical indications*. University Law Publishing Pvt. Ltd.

PAPERCODE-LIS-306(A)IntellectualPropertyRights&Copyright										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	3	1	3	2	2	3	2	1	1	2
CO-2	3	2	1	1	3	2	1	3	1	3	1
CO-3	2	1	2	1	2	1	3	2	3	2	1
CO-4	3	2	1	1	3	2	1	3	1	3	1

PaperNo: **306-B**
Paper Name: **INTERNET&ITS' APPLICATIONS**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	**30**	**70**	**100**
3	**1**	**0**	**04**			

Objective-   TomakethestudentsawareoftheInternetanditsrelatedtechnologiesinteaching, learning and research.

CourseOutcomes:Aftercompletionofthecoursestudentswillbeable CO1
To remember the basic concepts of internetin Libraries.
CO2Tocreateprofessionalsaspertherequirementoflatesttechnologiesofinternet.
CO3 To analyze the experience, knowledge and challenges of various Professionals in internetapplications.
CO4Toevaluatethe challengesandtrendsininternet.

Unit1:Internet:AnOverview
- Internet:Introduction,HistoricalDevelopment andScopeofInternet
- InternetArchitecture:H/W&S/WComponents,Client/ServerPrinciple,Routers, Connection Types, ISP, Protocols, Uniform Resource Locator, IP Address
- DomainNameSystem

Unit2:Web Languages&Web Browsers
- Web:Introduction,HistoryandFunctions
- WebLanguages:HTML,XML,CSS,ASP,JavaScript,PHP
- WebBrowsers: InternetExplorer,MozillaFirefox,GoogleChrome

Unit3:Intranet&InternetSecurity
- Intranet:Components,Prerequisitesand Services
- Extranet:Components,Prerequisitesand Services
- InternetSecurity:TypesofSecurity,Firewalls,Anti-Virus,Anti-Spyware

Unit4:InternetTools&Services
- CommunicationTools:Email,Telnet,DiscussionGroups

- SearchTools:Gopher,Veronica,Jughead,Archie,SearchEngines
- ContentEnrichingServices: Blogs,Wikis, SocialCommunity Websites

RECOMMENDEDBOOKS

1. Bates, C. (2007).*Web Programming: Building Internet Applications, 3rd Ed*. John Wiley & Sons.

2. Crumlish,C. (1997).*Theabcsof theinternet*. SybexIncorporated.
3. Hartl,M.,&Prochazka,A.(2007).*RailsSpace:Buildingasocialnetworkingwebsitewith ruby on rails*. Addison-Wesley Professional.

4. Kalbach,J. (2007). *Designingwebnavigation:Optimizingtheuserexperience*. "O'Reilly Media, Inc."
5. Miller, J. B. (2014). *Internet technologies and information services, 2nd edition*. ABC-CLIO.
6. Morville,P.,&Rosenfeld,L.(2006).*Informationarchitecturefortheworldwide web:Designing large-scale web sites*. "O'Reilly Media, Inc.

7. Nair,R.R. (2002).*Internet forinformationservices*. EssEss Publications.
8. Robbins,J.N.(2012).*Learningwebdesign:Abeginner'sguidetoHTML,CSS,javascript, and web graphics*. "O'Reilly Media, Inc."

9. Sehgal,R.L.(2000).*Intranet&InternetApplicationsForLibrarians(SetOfTwoVolumes)* . ESS ESS.
10. Stallings. (2003). *Computer networking with internet protocols and technology*. Pearson Education India.
11. Weinberg, T. (2009). *The new community rules: Marketing on the social web*. "O'Reilly Media, Inc."

PAPERCODE-LIS-306(B)Internet&ItsApplications										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	3	2	3	3	2	1	3	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	3	2	1	1	3	2	1	3	1	3	1

PaperNo: **306-C**
Paper Name: **ELECTRONICPUBLISHING(E-PUBLISHING)**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective: To make the students aware of different types of e-publishing consisting of electronicbooks, journal articles, reports etc.which facilitate easy access and use by the students for learning and research and its importance in the realm of e-learning.

CourseOutcomes:Aftercompletionofthecoursestudentswillbeable CO1:
Understand the kinds of electronic publishing.
CO2:Familiarizethecomponentsofelectronic publishing.
CO3:LearnthemethodsofE-Publishing Technology.
CO4:Attaintheconceptandvarioustypes andmodelsof e-publishing.

Unit1:BasicsofElectronic Publishing
- HistoryofscholarlyPublishing,Typesofe-publications
- Migrationofpeer reviewedjournalsfromprinttoelectronic
- RoleofInternetin accessingtosuch resources
- Digitalpublishingasacatalysttointerdisciplinary communication
- Peerreviewprocess; Archivaloptionsforshort-andlong-term preservation

Unit2:StakeholdersofElectronicPublishing
- Universities,researchinstitutions,universitypresses;
- Librariesand commercialpublishersinscholarlycommunication
- Newspapersandthetransformationofjournalism.
- OpenAccess Publishing
- Largescaledigitizationprojects attheinternational level.

Unit3:E-Publishingand E-Learning
- Digital publishing-Models
- E-Pushingintherealmofe-learning
- E-publishingtoolsandevaluationtechniques

Unit-4:E-PublishingTechnology
- Technologysupportsuchas,hardware,softwarefore-publishing
- DTPsoftware
- Copyright

.
RECOMMENDEDBOOKS

1. Gastel,B.,&Day,R.A.(2016).*Howtowriteandpublishascientificpaper*.Greenwood.

2. Rose, M. J., & Adair-Hoy, A. (2007). *How to publish and promote online*. St. Martin's Griffin.

3. Singh,V. P. (2008). *Simplifieddtp coursebook*. Asianbooks.

4. Spring.(1991).*Electronicprintingandpublishing:Thedocumentprocessingrevolution*. CRC Press.

PAPERCODE-LIS-306(C)ElectronicPublishing(E-Publishing)										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	2	2	1	2	2	1	2	1	2
CO-2	3	3	2	1	3	3	1	2	1	3	1
CO-3	2	1	3	3	2	2	2	3	3	2	3

PaperNo.:306-D

PaperName:OpenAccess&Scholarly Communications

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	**30**	**70**	**100**
3	**1**	**0**	**04**			

Course Objectives: This course introduces the students with broad understanding of the multidisciplinary field of scholarly communication and impact of technology in digital driven research and its policy challenges.

CourseOutcomes-Thestudents, aftercompletionofthecourse,will beinaposition

CO-1Rememberthebasicconceptof openaccessandscholarlycommunication.
CO-2Analyzetheneedandimportanceofopenaccessandscholarlycommunication. CO-3
Design the integrated policy to avoid plagiarism and detect Predatory Journals.
CO-4 Implementation of the open access policy, development of various kinds of databases Bibliographic databases, Citation Databases, Full-text Databases, E-Journal Gateways, Online Directories.

UNIT-1:IntroductionToScholarlyCommunication

- Scholarlycommunication –itsgenesis
- Importanceandethicsofacademic publishing
- Differentcommunicationchannelsinacademic publishing
- Processofscholarlycommunications

UNIT-2:PublishingInAcademic Journals

- AcademicJournalsandtheir functions
- ThePeerReview Process
- TheImportanceofScientificandProfessionalSocietiesin Journal
- Publishing

- Publishing in Conferences

UNIT-3:Academic Integrity

- Academicintegrity:definition,meaningimportanceineducationallives
- Academicintegritypolicyandroleof university
- Plagiarismandconsequenceofindulgencein plagiarism
- Avoidingplagiarism:paraphrasing,referencingand citing

UNIT-4:ElectronicJournals andDatabases

- Emergenceofe-Journals
- MigrationofPeer ReviewedJournals fromPrint toOnline Platforms
- Electronic Databases (Bibliographic Databases, Citation Databases, Full-text Databases, E-Journal Gateways, Online Directories
- PredatoryJournals
-

RecommendedReadings:

1. UNESCO.(2015).Scholarlycommunication. UNESCO.

2. Borgman,C.L.(Eitherversionisfine-2007or2010).ScholarshipintheDigitalAge: Information, infrastructure, and the Internet. Cambridge, Massachusetts: The MIT Press.

3. The2007versionofthisworkisavailabledigitallyatnocosttoyouviaIUCAT: http://site.ebrary.com/lib/iupui/docDetail.action?docID=10194165

4. Bohannon, J. (2013). Who's Afraid of Peer Review? Science, 342(6154), 60-65. DOI:10.1126/science.342.6154.60 Retrieved from www.umass.edu/preferen/You%20Must%20Read%20This/BohannonScience2013.pdf

5. Cargill, M., & O'Connor, P. (2013). Writing Scientific Research Articles:Strategy and Steps. Wiley-Blackwell.De Groote, S. L., &Dorsch, J. L. (2001). Online Journals: Impact on Print Journal Usage. Bulletin of the Medical Library Association, 89(4), 372-378. Retrieved from www.ncbi.nlm.nih.gov/pmc/articles/PMC57966/

6. Elsevier (2012). Understanding the Publishing Process in Scientific Journals. Retrieved from http://biblioteca.uam.es/sc/documentos/understanding_the_publishling_process.pdf

7. Harter,S. P. (1998).Scholarly Communication and ElectronicJournals: An Impact Study. Journal of the American Society for Information Science,49(6), 507-516.

8. Monbiot,George(2011).AcademicPublishersMakeMurdochLookLikeaSocialist: Academic PublishersChargeVast Feesto Access ResearchPaid forbyUs.The Guardian, 29 August 2011. Retrieved from www.theguardian.com/commentisfree/2011/aug/29/academic-publishersmurdoch-socialist.

9. Webster,P.J.(2008).ManagingElectronicResources:NewandChangingRolesfor Libraries. Oxford: Chandos Publishing.

PAPERCODE-LIS-306(D)(OpenAccess&ScholarlyCommunications)										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	1	2	1	1	1	2	1	3	1
CO-2	2	2	3	2	2	1	1	2	2	2	3
CO-3	2	3	2	1	2	3	2	1	3	1	2
CO-4	3	2	1	1	3	2	1	3	1	3	1

SEMESTER-IV
PART-II

PaperNo: **401**
Paper Name: **RESEARCHMETHODOLOGY**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective-Tomakethestudentsawareoftheresearchmethodologyconcepts,definitions,and varioustechniquesusedfordataanalysisinresearchandtoachievenewinsightsor gain familiarity of a phenomenon.

CourseOutcomes:Aftercompletionofthecoursestudentswillbeable

CO1Recognizeandunderstandthefundamentalconceptsofresearch,itstypes,researchprocess, methods, designs, report writing and ethics.

CO2Analysethedifferenttypesofresearchmethods,datacollectiontools,datapresentationstyle, bibliometrics laws and learn to use different statistical tools.

CO-3 Design research proposal, conduct literature review, identify variables and apply correctmethodology for conducting research which is crucial for the success of any research project.
CO-4Implementtheknowledgeofdifferenttypesofresearch,literaturereview,researchprocess, basic bibliometrics laws, data analytics techniques and research report writing.

Unit1:ResearchandResearchDesign
- Concept,Meaning,Need andProcessofResearch
- TypesofResearch: FundamentalandApplied
- ResearchDesign,TypesofResearch Design
- DesigningResearch Proposal
- LiteratureSearch –Print,Non-PrintandElectronicSources
- LiteratureReview

Unit2:ResearchMethods
- Scientific Method
- HistoricalMethod

- SurveyandCaseStudyMethod
- ExperimentalMethod

Unit3:DataAnalysis and Interpretation
- DataCollectionTechniques:Questionnaire,Interview,Observation,Samplingand Delphi
- PresentationofData-Tables,ChartsandGraphs
- InterpretationofData:FrequencyDistribution,MeasuresofCentralTendency, Analysis of Time Series, Correlation Studies and Analysis of Variance
- UseofStatisticalPackages

Unit4:BibliometricMethodsandReportWriting
- BibliometricStudies:Meaning,ScopeandParameters
- BibliometricLawsandtheir Applications
- Informetrics,Scientometricsand Webometrics
- GuidelinesforandPreparationofWritingResearchReport(ThesisandDissertation)

RECOMMENDEDBOOKS

1. Arnab,R.(2017).*Survey samplingtheoryandapplications*.AcademicPress.

2. Booth,W.C.,Colomb,G.G.,Williams,J.M.,Bizup,J.,&FitzGerald,W.T.(2016). *The Craft of Research, fourth edition*. University of Chicago Press.

3. Brady,J. (1997).*Thecraft ofinterviewing*.Vintage.

4. Fadem,T.J.(2008). *The artof asking:Askbetterquestions,get betteranswers*.FT Press.

5. Gillham,B.(2001).*Researchinterview*.BloomsburyPublishing.

6. Mann, S. (2016). *The research interview: Reflective practice and reflexivity in research processes*. Springer.

7. Marshall,C.,&Rossman,G.B.(2011). *Designing qualitativeresearch*.SAGE.

8. Nielsen,J.(2000).*Designingwebusability*.NewRiders Pub.

9. Raju, N. G. (2009). *Bibliometric applications: Study of literature use patterns*. Akansha Publishing.

10. Rea,L.M.,&Parker,R.A.(2014).*Designingandconductingsurveyresearch:A comprehensive guide*. John Wiley & Sons.

11. Reinard,J. C. (2006).*Communication research statistics*. SAGE.

12. Rowntree,D.(1983).*Statistics withouttears:A primerfornon-mathematicians*. Penguin.

13. Rubin,H.J.,&Rubin,I.S.(2012).*Qualitativeinterviewing:Theartofhearingdata*. SAGE Publications.

14. Sudman,S.(1976). *Appliedsampling*.AcademicPress.

15. Wadsworth,Y.(2016).*Everyday evaluationontherun*. Routledge.

16. Williams, F., & Monge,P. R. (2001). *Reasoningwith statistics: How toread quantitative research*. Wadsworth Publishing Company.

17. Willis, G. B. (2004). *Cognitive interviewing: A tool for improving questionnaire design*. SAGE Publications.

PAPERCODE-LIS-401ResearchMethodology											
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	3	2	0	3	1	3	2	3	2	1
CO-2	3	3	2	0	3	1	3	2	3	2	1
CO-3	3	3	2	1	3	1	3	2	3	2	2
CO-4	3	3	2	1	3	1	3	2	3	2	2

PaperNo: **402**
Paper Name: **INFORMATIONSYSTEMANDNETWORKS**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective- Tomakethestudentsawareofthedifferentinformationsystemsandnetworks availableatnationalandinternationallevelusedfordataandinformationexchange.

CourseOutcomes: After completion ofthe coursestudents willbe able
CO-1. Understand the basic concept of different information systems and networks.
CO-2.AnalyzetheworkandactivitiesoftheNationalandGlobalInformationsystem. CO-3 Design the suitable networks and their use in information exchange.
CO-4Implementationof networkservicesforinformationexchangeineducationandresearch

Unit1:Information Systems
- Definition,TypesandCharacteristics
- InformationOrganizationsandSystems
- PlanningandDesigningofInformationSystem
- EvaluationofInformation System

Unit2:National Information Systems
- Environmental InformationSystem(ENVIS)
- PatentInformationSystem(PIS)

Unit3:GlobalInformation Systems
- InternationalSystemforAgriculturalScienceand Technology(AGRIS)
- InternationalNuclearInformationSystem (INIS)
- Information,ServiceforPhysicsEngineeringandComputing(INSPEC)
- MedicalLiteratureAnalysisandRetrievalSystem(MEDLARS)

Unit 4: Networks
- ResourceSharing andNetworking–ObjectivesandScope
- FeaturesandCharacteristicsofLibraryNetworks
- DataNetworks–NationalInformationCentreNetwork(NICNET),NationalResearch and Education Network (ERNET), National Knowledge Network (NKN)

RECOMMENDEDBOOKS

1. Kaul,H.K. (1999).*Libraryresourcesharingand networks*.Virgo Publications.

2. Lihitkar,S.R.(2012).*StudyofinformationsystemsandnetworksinIndia*.Todayand Tomorrow's Printers and Publishers.

3. Neelameghan,A.,&Prasad,K.N.(1998).*Informationsystems,networks,andservicesin India: Developments and trends*. Indian Bibliographic Center.

4. Rowley,J.E.(1996). *Thebasicsofinformation systems*.LibraryAssnPub Limited.

5. Simon,R.C.(2018).*Issuesforlibrariesandinformationscienceintheinternetage*. Libraries Unlimited Inc .

6. Tedd, L. A., & Large, J. A. (2005). *Digital libraries: Principles and practice in a global environment*. Walter de Gruyter.

CO-PO&PSOMapping(P-402)

PAPERCODE-LIS-402InformationSystemandNetworks										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	2	2	1	2	2	1	2	1	2
CO-2	3	3	2	1	3	3	1	2	1	3	1
CO-3	2	1	3	3	2	2	2	3	3	2	3
CO-4	3	2	1	2	3	1	3	2	1	3	1

PaperNo: 403

Paper Name: **KNOWLEDGE MANAGEMENT**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	**T**	**P**	**L+T+P**	30	7f0	100
3	1	0	04			

Objective- To make the students aware of the need and concepts of knowledge management in the library.

CourseOutcomes: After completionofthecoursestudents willbe able
CO1TorememberthebasicconceptsofKnowledgemanagementinLibraries. CO2
To create professionals as per the requirement of various organizations.
CO3Toanalyzetheexperience,knowledgeandchallengesofvariousProfessionalsintheir organization.
CO4Toevaluatethe challengesandtrendsinKnowledgeManagement.

Unit 1:Basics ofKnowledgeManagement
- ConceptofKnowledge
- TypesofKnowledge:ExplicitKnowledge,ImplicitKnowledge
- Conceptand ScopeofKnowledgeManagement
- KnowledgeManagementCycle

Unit2:KnowledgeManagement:Creation&Tools
- KnowledgeCreation,Access,Transfer andSharing
- KnowledgeTools
- KnowledgeNetworks
- Knowledgein Decision Making

Unit3:Pre-requisitesofKnowledge Management
- SharingofExpertise
- KnowledgeMapping
- KnowledgeWorker

Unit4:TrendsandChallengesofKnowledge Management
- KMInitiativesin IndianOrganization
- SoftwareforKnowledgeManagement
- PioneersinKnowledgeManagement
- AdvancesinKnowledge Management

RECOMMENDEDBOOKS

1. Anderson,P. (2016). *Web2.0 And beyond:Principlesand technologies*. CRC Press.

2. Atwood,C.G.(2009).*Knowledgemanagementbasics*.AmericanSocietyforTrainingand Development.

3. Awad,E.M., &Ghaziri,H. M.(2004). *Knowledgemanagement*.PearsonEducation.

4. Becerra-Fernandez, I., & Sabherwal, R. (2014). *Knowledge management: Systems and processes*. Routledge.

5. Cappelli, P. (2010). *The performance effects of it-enabled knowledge management practices*. National Bureau of Economic Research.

6. Dalkir,K.(2017).*Knowledgemanagement intheoryandpractice*.MIT Press.

7. Easterby-Smith, M., & Lyles, M. A. (2011). *Handbook of organizational learning and knowledge management*. John Wiley & Sons.

8. Frappaolo,C.(2006). *Knowledgemanagement*. Capstone.

9. Hislop, D., Bosua, R., & Helms, R. (2018). *Knowledge management in organizations: A critical introduction*. Oxford University Press.

10. Hoffmann, A., Kang, B., Richards, D., & Tsumoto, S. (2006). *Advances in knowledge acquisitionandmanagement:PacificRimKnowledgeAcquisitionWorkshop,PKAW2006, Guilin, China, august 7-8, 2006, revised selected papers*. Springer.

11. Liebowitz, J. (2012). *Knowledge management handbook: Collaboration and social networking, second edition*. CRC Press.

12. Peter,J.P.,&Donnelly,J.H.(2007).*Marketingmanagement:Knowledgeandskills*.Irwin Professional Pub.

PAPERCODE-LIS-403KnowledgeManagement										
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	3	2	2	2	1	1	2	2	2	3	2
CO-2	3	2	2	1	2	1	2	2	2	2	2
CO-3	2	2	2	1	2	3	2	1	3	2	2
CO-4	3	2	1	1	1	2	3	3	2	3	2

PaperNo: **404**
Paper Name: **INFORMATION LITERACY**

CreditDistribution			Total Credits	Mid-Term	End-Term	Total Marks
L	T	P	L+T+P	30	70	100
3	1	0	04			

Objective-

1. Tointroducetothestudentstheconceptofinformationliteracyanditsimportancein contemporary knowledge society.
2. Tomakethestudentfamiliarwiththevariousmodelsofinformationliteracyandtheir application.

3. TocreateknowledgeonInformationLiteracystandardsandguidelines,forumsand online resources.

CourseOutcomes:Aftercompletionofthecoursestudentswillbeable: CO-1
Determine the nature and extent of information needed.
CO-2Accessinformationeffectivelyandefficiently.
CO-3Evaluateinformationandresourcesfortheir academic work.
CO-4 Develop, implement, and evaluate progress toward achieving personal, academic, career, and lifelong learning goals.

Unit1:EmergenceofInformation Literacy
- Information:Characteristicsofinformation,Typesofinformation
- InformationSocietyand Information Literacy
- InformationLiteracy:Definition,ModelsandStandards
- InformationLiteracy:StrategicPlan
- InformationLiteracyand Lifelong Learning

Unit2:ICT and Media Literacy
- ComputerLiteracyandE-Literacy
- DigitalLiteracy
- MediaLiteracy
- InformationLiteracyand BridgingtheDigitalDivide

Unit3:InformationLiteracyandLibraries
- School,CollegeandUniversityLibraries
- PublicLibraries
- Special Libraries
- InformationLiteracyandLIS Education,
- Internationalandnationalinitiatives,PoliciesandguidelinesIFLA,ALA, UNESCO, Information literacy skills and best practices.

Unit 4:Policy and Advocacy
- InformationLiteracy:InitiativesandFormsinUSA,UKandAustralia
- Policies,GuidelinesandStandards:UNESCO,IFLAandALA
- InformationLiteracy:SkillsandCompetencies
- Informationliteracy:Best Practices

RECOMMENDEDBOOKS

1. ACRL Information. (2000, January 1). *Information literacy competency standards for higher education*. American Library Association. http://hdl.handle.net/11213/7668

2. AssociationofCollegeandResearchLibraries.(2006,July24).*PresidentialCommitteeon InformationLiteracy:Finalreport*.AssociationofCollege&ResearchLibraries(ACRL). https://www.ala.org/acrl/publications/whitepapers/presidential

3. Association, A. L. (2000). ACRL STANDARDS: Information literacy competency standards for higher education. *College & Research Libraries News*, *61*(3), 207–215. https://doi.org/19242

4. AustraliaLibraryandInformationAssociation.(2021,June24).*Statementoninformation literacy for all Australians*. ALIA Library. https://read.alia.org.au/statement-information-literacy-all-australians

5. Bawden, D. (2001). Information and digital literacies: A review of concepts. *Journal of Documentation*, *57*(2), 218–259. https://doi.org/10.1108/eum0000000007083

6. Bruce,C.S.(1997). *The sevenfacesof informationliteracy*.Auslib Press,.

7. Repplinger, J. (2021, August 31). *Research guides: Information literacy: Goals & objectives*. Willamette University. https://libguides.willamette.edu/information-literacy

8. Torras, M.-C., & Saetre, T. (2016). *Information literacy education: A process approach: Professionalising the pedagogical role of academic libraries*. Chandos Publishing.

PAPERCODE-LIS-404InformationLiteracy											
	PO-1	PO-2	PO-3	PO-4	PO-5	PO-6	PO-7	PSO-1	PSO-2	PSO-3	PSO-4
CO-1	1	2	2	2	1	2	2	1	2	1	2
CO-2	3	3	2	1	3	3	1	2	1	3	1
CO-3	2	1	3	3	2	2	2	3	3	2	3
CO-4	2	3	2	2	1	1	3	3	1	1	1

PaperNo: **405**
Paper Name: **DISSERTATION/PROJECTandVIVA-VOCE**

CreditDistribution			Total Credits	Dissertation/Project	Viva-voce	Total Marks
L	**T**	**P**	**L+T+P**	**80**	**20**	**100**
0	**4**	**0**	**04**			

Every Student has to carry out a project work on a topic approved by the Departmental Council, under the guidance of a faculty member and prepare a Dissertation / Project Report. Studentsshould makeapresentation andappearfor aViva-Voceforevaluation and Grading.