M. Lib. I. Sc. (Semester Pattern)  
One year course  

Revised Syllabus (w. e. f. 2008-09)  

Semester- I  

Theory:  

<table>
<thead>
<tr>
<th>Paper No.</th>
<th>Title of the Paper</th>
<th>Ext.</th>
<th>Int.</th>
<th>Total</th>
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<tbody>
<tr>
<td>ML-101</td>
<td>Information, Communication &amp; Society</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>ML-102</td>
<td>Introduction to Research Methodology</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>ML-103</td>
<td>Information Retrieval</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>ML-104</td>
<td>Management of Libraries &amp; Information Centres-A</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>ML-105</td>
<td>Information Technology: A (Theory)</td>
<td>40</td>
<td>10</td>
<td>50</td>
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<tr>
<td>ML-106</td>
<td>Library and Users</td>
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Semester- II  

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<tbody>
<tr>
<td>ML-201</td>
<td>Library &amp; Information Science Education</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>ML-202</td>
<td>Statistical Techniques of Research &amp; Bibliometrics</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>ML-203</td>
<td>Bibliographic Control &amp; Information Systems</td>
<td>40</td>
<td>10</td>
<td>50</td>
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<tr>
<td>ML-204</td>
<td>Management of Libraries &amp; Information Centres-B</td>
<td>40</td>
<td>10</td>
<td>50</td>
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<tr>
<td>ML-205</td>
<td>Information Technology: B (Theory)</td>
<td>40</td>
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Practical*:  

<table>
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<th>Title of the Paper</th>
<th>Ext.</th>
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<tbody>
<tr>
<td>ML-301</td>
<td>Information Technology Applications: Practical</td>
<td>80</td>
<td>20</td>
<td>100</td>
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<tr>
<td>ML-302</td>
<td>Project</td>
<td></td>
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<td>100</td>
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<tr>
<td>ML-303</td>
<td>Library Fieldwork</td>
<td></td>
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<td>25</td>
</tr>
<tr>
<td>ML-304</td>
<td>User Survey</td>
<td></td>
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<tr>
<td><strong>Total</strong></td>
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*Practicals for ML-301, ML-302, ML-303, BL-304 will be conducted in both semesters and examination will be conducted in Second Semester only.
The intention of this paper is to provide knowledge about information communication and professionalism

Objectives:

1. To introduce students with the concept of information and communication and resource sharing
2. To familiarize the students with National Library systems.

(No. of lectures)

Unit 1. Resource sharing 08
- concept, history, barriers, requirements, efforts, examples, national, international

Unit 2 National library system 08
– definition, functions, UK, USA, India

Unit 3. Information and communication 10
- information – characteristics, value, use
- difference between data, information and knowledge
- trends in scientific communication

Unit 4. Library and knowledge society 14
- genesis, characteristics, implications of knowledge society
- changing role of LIC’s in society
- information industry-generators, providers and intermediaries
- Policies relating to information
The aim of this paper is to develop research skills in students and enable them to carry out research in Library & Information Science.

Objectives:
1. To give an advanced exposure to the students about the research and development.
2. To familiarize the students with various research methods.

Unit 1. Research
- concept and process of research
- types of research – fundamental and applied including interdisciplinary and multidisciplinary approach
- ethical aspects of research

Unit 2. Research design
- Conceptualization and operationalisation
- identification and formulation of research problem
  literature search- print, non-print and electronic
- hypothesis: nominal and operational definition
- designing research proposal

Unit 3. Research methods
- historical method
- descriptive method
- survey method and case study method
- experimental method
- future research – Delphi

Unit 4. Library and information science research
- History
- Current trends
**ML-103 Information Retrieval**

*The aim of the paper is to introduce concepts in information storage and retrieval.*

**Objectives:**

1. *To introduce the concept of ISR including indexing languages, vocabulary control, search strategies etc.*

<table>
<thead>
<tr>
<th>Unit 1. Information storage and retrieval</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>- concept, components</td>
<td></td>
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<tr>
<td>- indexing languages- types and characteristics</td>
<td></td>
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<tr>
<td>- vocabulary control</td>
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<tr>
<td>- tools of vocabulary control</td>
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<tr>
<td>- structure and construction of and IR thesaurus</td>
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<tr>
<td>- trends in automatic indexing</td>
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</table>

<table>
<thead>
<tr>
<th>Unit 2. Information retrieval</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>- IR models, search strategies – manual / machine, feedback and refining</td>
<td></td>
</tr>
<tr>
<td>- Use of Boolean logic and Venn diagram</td>
<td></td>
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<tr>
<td>- Evaluation of information retrieval systems – projects and parameters</td>
<td></td>
</tr>
<tr>
<td>- Current Trends in IR</td>
<td></td>
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</tbody>
</table>

| Unit 3. Information analysis, repackaging and consolidation | 08 |

<table>
<thead>
<tr>
<th>Unit 4. Information products</th>
<th>08</th>
</tr>
</thead>
<tbody>
<tr>
<td>- concept, types</td>
<td></td>
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<tr>
<td>- design, development and marketing</td>
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</tbody>
</table>
The intention of this paper is to inculcate managerial skills in the students

Objectives:
1. To introduce students with the concept, history, styles and schools of management thoughts
2. To familiarize students with the concept HRD, planning and systems of financial management and control.

Unit 1. Management
- History, concept, and scope
- styles, approaches
- schools of thoughts
- Qualities of a good manager
- Functions
- Principles of Urquhart

Unit 2. Planning
- concept, need, types, principles, steps
- policies and procedures, MBO
- Building and space management in libraries and information centers
- Risk management, contingency management
- Planning related infrastructure, library standards

Unit 3. Human resource management
- Organisational structure
- Delegation, communication and participation
- Job description and analysis – job evaluation
- Inter-personal relations
- Recruitment procedures
- Motivation – group dynamics
- Training and development
- Disciplines and grievances
- Performance appraisal

Unit 4. Financial management
- Budgeting techniques and methods – PPBS, ZBB
- Budgetary control
- Cost effectiveness and cost-benefit analysis
- Outsourcing
- UGC’ (India) contribution
The purpose of this paper is to provide knowledge about the ICT and its applicability in library and information centers.

Objectives:
1. To introduce concepts such as ICT, networks, their types and uses in libraries.

Unit 1. Telecommunication technology
- components
- Transmission media- bounded/unbounded
- Transmission mode- simplex, half-duplex

Unit 2. Networks
- media- optical fiber, Ethernet
- network interface card, hubs, routers
- types - LAN, WAN, MAN
- topologies - Bus, star, ring
- OSI model

Unit 3. Internet
- Concept, components
- Connectivity- dial up, leased lines, ISDN,
- Protocols, FTP, HTTP
- Browsers, search engines
- network based information services
- Internet security

Unit 4. Current trends in IT
The purpose of this paper is to educate the students about techniques of user survey and provide them knowledge about information literacy.

Objectives:
1. To develop skills in user survey.
2. To familiarize students with the types of users, their information needs and ISB
3. To make them understand the concept and need of user study, information literacy

Unit 1. Techniques of library and information centers survey
- proforma methods
- interview method
- records analysis method

Unit 2. Information users and their information needs
- categories of information users
- information needs- definition and models
- information seeking behaviour

Unit 3 User studies
- methods, techniques of user studies
- evaluation of user studies

Unit 4 Information literacy
- concept, need, methods
The intention of this paper is to provide knowledge about information communication and professionalism

Objectives:
1. To introduce students with the concept of information and communication, information economics, information management, knowledge management and resource sharing.
2. To familiarize the students with the professionalism, LIS education and National Library systems.

(No. of lectures)

Unit 1. Economics of information, Information management, Knowledge management  12

Unit 2. Intellectual Property Rights and Right to Information Act  08

Unit 3. Professionalism  10
- Attributes of a profession
- Librarianship as a profession
- Professional ethics

Unit 4. Library and information science education  10
- History, levels, curriculum, teaching methods, evaluation and current trends, accreditation
The aim of this paper is to develop research skills in students and enable them to carry out research in Library & Information Science.

Objectives:
1. To develop acquaintance with intensive techniques and skills of research process.
2. To introduce the concept of bibliometrics.
3. To familiarize the art and style of writing a research report.

Unit 1. Research techniques and tools
- Questionnaire, Schedule
- Interview
- Observation
- Scales and check lists
- Library records and reports
- Sampling techniques

Unit 2. Data analysis and interpretation
- Descriptive statistics – measure of central tendency: mean, mode and median
- Tabulation and generalization
- Measure of dispersion, variance and covariance
- Standard deviation
- Graphical presentation of data- bar chart, pie chart, histograms
- Inferential statistics, Z-T test – correlation
- Regression – linear and non-linear
- Chi Square test, Statistical packages – SPSS

Unit 3. Bibliometrics, scientometrics, and informetrics
- Bibliometrics laws – Bradford, Zipf, Lotka
- Bibliographic coupling and obsolescence
- Citation analysis, impact factor
- Webometrics
- Infometrics, content analysis
- Scientometrics – concept, Sociometry – concept

Unit 4. Research reporting
- Structure, style and contents
- Style manuals – Chicago, MLA, APA
- E-citation
The aim of the paper is to introduce concepts in information storage and retrieval

Objectives:
1. To familiarize students with the meaning and tools for bibliographic control
2. To provide knowledge about the international information systems and to make them understand the rational behind the internationalization of information system

Unit 1. Bibliographic control
- concept, need, historical development
- UBC, UAP

Unit 2. Bibliographic organisation in India
- National government efforts
- NISCAIR, NASSDOC and other agencies
- Commercial sectors

Unit 3. UNISIST - rational, objectives, achievements, India’s Participation

Unit 4. International information systems
- MEDLARS, CAS, BIOSIS, INSPEC, etc.
- effects of internationalization
- National policy on Library and Inf. Systems
The intention of this paper is to inculcate managerial skills in the students

Objectives:
1. To familiarize students with the concept of system analysis and design, TQM, management of change and marketing of library and information services.

Unit 1. System analysis and design
- library as a system
- project management – PERT/CPM
- design tables
- performance evaluation standards, MIS
- performance measurement, reengineering, time and motion study
- SWOT analysis

Unit 2. Total Quality Management
- definition, elements
- quality audit, LIS related standards
- technology management

Unit 3. Management of change
- concept of change
- changes in procedures, methods, tools and techniques
- problems in incorporating change
- techniques of managing change

Unit 4. Marketing of library and information services
The purpose of this paper is to provide knowledge about the ICT and its applicability in library and information centers.

Objectives:
1. To introduce concepts such as digital library, forms of electronic document
2. To develop skills to plan and implement library automation
3. To familiarize students with library softwares and their evaluation skills

Unit 1. Library networks
- Concept, purpose
- Examples - DELNET, INFLIBNET – services

Unit 2. Digital libraries
- genesis, definition, objectives, scope, softwares for digital library
- digitization – devices (scanners, cameras) software, process
- data warehousing, data mining
- Metadata- history, nature, standards
- Virtual library

Unit 3. Electronic documents
- Multimedia
- e-journals – nature, acquisition, evaluation
- databases – types (bibliographic, full-text) – nature, evaluation

Unit 4. Library automation and Library Software
- planning and implementation of library automation
- types, structure
- evaluation
Practicals

ML-301 Information Technology: Applications 100

Unit 1. Using library software
SOUL or any other locally available library software
Creation and maintenance of bibliographic database of
minimum 100 documents using SOUL or any other locally
available library software

Unit 2. CD search
study of minimum 5 CDs
Installing CD and searching 2 items of information
(5 marks each)

Unit 3. Web search
Searching information on two subjects using search strategy
(5 marks each search)

Unit 4. Web page designing

ML-302 Project 100

Guided Project
(80 marks for project and 20 marks for viva)

(Internal and external examiners shall each assign marks out
of 40 for project and 10 for viva which shall then be
cumulated together)

ML-303 Library Fieldwork 25
(Visiting, collecting data and presenting analyzed report)

ML-304 User Survey (Practical) 25
(Conducting user survey of minimum 50 users
and presenting analyzed report)
Important Notes:
1. Practicals for ML-301, ML-302, ML-303, BL-304 will be conducted in both semesters and examination will be conducted in Second Semester only.

Guidelines:
Out of 50 marks of theory paper, 10 marks are for internal assessment. These 10 marks are for –
(a) Assignment 04 marks
(b) Seminars 03 marks
(c) Tutorials 03 marks

Practicals
Paper No. ML-301 IT Practicals : 100 marks
These 100 marks are divided as:
(i) Internal examination 20 Marks
(ii) End examination 80 Marks

(i) Internal examination
Creation and maintenance of bibliographic database of minimum 100 documents using SOUL or any other locally available library software 20 marks

(ii) End examination
(a) Using SOUL or any other locally available library software : 30 marks
(b) CD search (Searching 2 items, 5 marks each) 10 marks
(c) Internet search (Searching 2 web sites 5 marks each) 20 marks
(d) Web page designing 20 marks

Standard of passing:
1. For passing the M.Lib.I.Sc. examination a candidate shall have to secure:
   (a) minimum 40% marks in each theory paper and
   (b) minimum 50% marks each in practicals, field work and project
2. Reappearing candidate shall be awarded the actual class based total marks obtained by him.
   Completion of Project work will be a pre-condition for the grant of term.

Award of Class
1st Class with Distinction … 70% & above
1st Class … 60% to 69 %
Higher Second class … 55% to 59 %
Second Class … 50 % to 54 %
Pass class … 40% to 49%
Those of the successful candidates who pass the whole examination in one and same attempt, shall be eligible for University award
Pattern for University Theory Examination

Time: One & Half hours                Total marks  40

Q.1. Answer in 50 words               15
  - Answer any 3 questions out of 6 questions.
  - Total Marks (15) Marks 5 X 3 questions
  - In this questions short and precise answers are expected

Q.2. Answer in detail with 100 words   10
  - Answer 1 questions out of 3 questions
  - Total Marks (10) Marks 10 X 1 questions
  - In this question medium size answers, point-wise and precisely should be written

Q.3. Long Essay questions with 300 words 15
  - Answer 1 question out of 3 questions.
  - Total Marks (15) Marks 15 X 1 questions
  - For judging creativity and analytical ability.
Number of lectures per paper per week
M. Lib. I. Sc. Semester pattern

1. Theory

Four lectures per paper per week of 60 minutes each
i.e. 6 papers X 4 lectures = 24 lectures

2. Practical

Four lectures per paper per week of 60 minutes each,
each batch*
i.e. 1 paper X 4 lectures X 2 batches = 8 lectures

3. Project work and seminars

Four lectures each i.e. project and seminars per week
i.e. 2 X 4 = 8 lectures

4. Library fieldwork and User Survey

Two lectures per week
i.e. 1X2 = 2 lectures

Total work load 24 + 18 = 42 lectures
per week

* A batch shall consist of 12 students
References for
ML-101 & ML-201


15. Wolpert S.A. Wolpert, J. Y. \textit{Economics of information} 1986


18. W. R. Bikowrtx : \textit{Knowledge Management} Delhi PHI. 2000
References for
ML-102 & ML-202
2. Maurice B. Line Library surveys an introduction to the use planning procedure and presentation of surveys 2nd London Bingley, 1982.

References for
ML-103 & ML-203
2. Davinson, Donald, Bibliographic Control London : Clive Bingley 1975
3. Shera JH and Egan, Me Bibliographic organization, Chicago

15. Chernyi A. I. *Introduction to information retrieval* theory 973.


19. Alex Berson, Stephen Smith & Kurt Thearling *Building data mining applications for CRM* New Delhi TMH 2000


**References for ML-104 & ML-204**


### References for ML-105 & ML-205


References for ML-106