

**SRI VENKATESWARA UNIVERSITY: TIRUPATI**

**S.V.U. COLLEGE OF ATRS**

**DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE**



**Re-Structured P.G.Programme (CBCS) as per NEP 2020**

**National Higher Education Qualification Frame Work (NHEQF)and  
Guidelines of APSCHE**

**M.L.I.Sc.,**

**(With effect from the Batch admitted in the academic year 2024-25)**

## **About the Department**

The Department of Library and Information Science was established in the year 1974 with one year B.L.I.Sc. programme. Subsequently one year M.L.I.Sc. programme was started in 1985 and two year integrated M.L.I.Sc. programme was started in 1996. The founders of the department, who got superannuated, were Sri. R. Sripathi Naidu, Prof. N. Guruswamy Naidu, and Prof. T. Rajagopal. Other four eminent professors, Dr.V. Pulla Reddy and Dr. D.Chandran, Dr.I.Chandraiah and Dr.K.Padmini superannuated from the department in 2012, 2013, 2018 and 2020 respectively. At present, one regular faculty member, Five Academic Consultants and One Guest Faculty are working in the department to teach the specializations of the course and the modern trends in information technology. All are well qualified and actively engaged in teaching and research. Around 60 papers were published in national and international conference proceedings and journals by the faculty members in the last five years. The department is providing practical knowledge on library housekeeping activities and conducting extension activities for students. Under this program the students visited SHAR, central library, Sriharikota, Oriental Research Institute, SVU, SVETA Library, SV agricultural university, Tirupati, Sanskrit Vidyapeetam Library and local public and engineering libraries. The department is also providing guidance to the students of the department who are appearing for UGC NET and SET examinations. So far 67 students are qualified in the UGC-NET SLET and SET exam. The department is also providing Psychological, Academic and Career counseling to the students. Many of the alumni are serving in the departments of Library and Information Science of various Universities as Teachers, Librarians, Information Officers/Documentation Officers/ Scientists in various educational, scientific and research institutions in the State and Central Government Organisations in public academic and special libraries, institutions and organizations. They have been providing support to the department in the form of guest lectures, presenting books, podium and scholarships to students.

## **VISION AND MISSION OF THE DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE**

- To impart quality education and research by revamping curriculum to suit the societal and industrial needs
- To conduct Extension programmes in the academic libraries

### **MISSION**

- To educate the students in the philosophy of librarianship, basic principles, fundamental laws and professional ethics.
- To train the students in the skills of information organization, processing and retrieval.
- To train the students in the management of Library and Information Centres.
- To provide the students thorough understanding of applications information and communication technology in library and information centres.

### **PROGRAM OBJECTIVES**

- To Provide intensive theoretical and practical instruction in respect of- Organization of universe of knowledge in libraries and proper methods of dissemination and communication of knowledge
- Advanced management and administration of different kinds of libraries
- To impart the Students with necessary skills to provide professional leadership in the context of scientific and technological changes
- To acquaint the students with problems of research in various branches of Library and Information Science and methods of research

Program Outcomes (POs): It represent the knowledge, skills and attitudes the studentsshould have at the end of a course completion of their respective Library and Information Science program.

## PROGRAM OUTCOMES

- PO 1            Preparing the learners to acquire professional Skills, Information and Communication Technology Skills to get Job opportunities as teaching faculty in Library and Information Science departments and as Librarians in different types of libraries.
- PO 2            Making the learners to identify, formulate, review research literature and analyse different problems to reach conclusions using principles of library management
- PO 3            Enabling the learners to design solutions for complex library problems in order to satisfy the various approaches of the users
- PO 4            Motivating the learners to conduct investigations of multifaceted problems by applying research-based knowledge and different types of research methods including conducting of user studies and case studies in libraries, analysis and interpretation of data and synthesis of the information to get right solutions to the problems
- PO 5            Inspiring the learners to learn ICT skills, Retrieval of various Electronic Resources, Library Software
- PO 6            Making the learners to understand role of libraries and librarians in the society by conducting extension programs
- PO 7            Enabling the learners to understand the impact of libraries on society by conducting webinars on reading habit and its advantages for School children
- PO 8            Motivating the learners by applying ethical principles to maintain ethics in library profession
- PO 9            Making the learners as team members and leaders in discussion groups to discuss on various topics in the curriculum
- PO 10           Enabling the learners to communicate with teaching faculty in LIS departments and librarians of various Academic Libraries, Public and Special libraries, by conducting online guest lectures to understand and write effective reports, make effective presentations and receive clear instructions on how to maintain the libraries etc.
- PO 11           Motivating the learners to conduct user studies and case studies in libraries and users for their dissertations and projects in multidisciplinary environments
- PO 12           Inspiring the learners to cultivate reading habit and enable them to increase their skills, Re-Skills and Upskills to become lifelong learners

## **PROGRAMME EDUCATIONAL OBJECTIVES**

- To educate the students in the philosophy of librarianship, basic principles, fundamental laws and professional ethics.
- To train the students in the skills of information organization, processing and retrieval.
- To train the students in the management of Library and Information Centres.
- To provide the students thorough understanding of applications information and communication technology in library and information centres.

## **PROGRAM SPECIFIC OUTCOMES**

- |       |   |
|-------|---|
| PS 01 | Get the skills and knowledge on Competitive exams, National and State level eligibility tests and other equivalent competitive examinations in the field of Library and Information Science.  |
| PS 02 | Ability of getting employment as Librarian, Information Officer, Knowledge Manager, Digital Archivist, Trainer on ICT, Information Managers, and many more positions in Government, Inter Government, Private and Corporate Administration. |
| PS 03 | Attain the complete professional skills and abilities for organizing information systems and services.  |

**S.V. UNIVERSITY, TIRUPATI  
SVUCOLLEGE OF ARTS**

**DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE**

**Re-Structured P.G. Programme (CBCS) as per NEP 2020,  
National Higher Education Qualification Frame Work (NHEQF) and  
Guidelines of APSCHE**

**(With effect from the batch of Students admitted from the academic year 2024-25)**

**MASTER OF LIBRARY AND INFORMATION SCIENCE (M.L.I.Sc)**

<b>SEMESTER - I</b>								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	LIS 101	Foundations of Library and Information Science	6	4	70	30	100
2		LIS 102	Knowledge Organization: Classification Theory					
3		LIS 103	Preservation and conservation of Information Resources	6	4	70	30	
4		LIS 104	Information and Communication	6	4	70	30	
5		LIS 105	Knowledge Management					
6	*SOC	LIS 106	Computer Basics, Internet and Web Resources1(A) Or Search and Search Strategy1(B)	6	4	70	30	100
7		LIS 107	Knowledge Organization: Classification Practice2(A) Or Introduction to Networks and Resource Sharing- 2(B)	6	4	70	30	100
<b>Total</b>				<b>36</b>	<b>20</b>	<b>350</b>	<b>150</b>	<b>500</b>
8	Audit Course	LIS 108	Traditional Library Systems – 1	6	0	0	100	0

- \*CC (Core Courses) - Student can choose any Three out of Five Core Courses
- \*SOC (Skill Oriented Courses) – Student can choose one from each code
- Audit Course – Zero Credits but mandatory with only a Pass

<b>SEMESTER - II</b>								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	LIS 201	Information Sources and Services	6	4	70	30	100
2		LIS202	Knowledge Organization: Cataloguing Theory					
3		LIS203	Health Science Library and Information System	6	4	70	30	
4		LIS204	Academic Library System	6	4	70	30	
5		LIS205	Library Management					
6	*SOC	LIS206	Metadata Standards – Practice -3(A) Or Information Systems and Programs – 3(B)	6	4	70	30	100
7		LIS207	Knowledge Organization: Cataloguing Practice – 4(A) Or Informetrics, Bibliometrics and Webometrics4(B)	6	4	70	30	100
8	*OOTC	LIS 208	Open Online Transdisciplinary Course - 1	-	2	-	100	100
<b>Total</b>				<b>36</b>	<b>22</b>	<b>350</b>	<b>250</b>	<b>600</b>
9	Audit Course	LIS 209	Human Values and Professional Ethics -2	6	0	0	100	0

- \*CC (Core Courses) - Student can choose any Three out of Five core courses
- \*SOC (Skill Oriented Courses) – Student can choose one from each code
- \*OOTC (Open Online Transdisciplinary Course) - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,
- Audit Course – Zero Credits but mandatory with only a Pass

SEMESTER – III								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	*CC	LIS 301	Research Methodology	6	4	70	30	100
2		LIS302	Library Automation and Digital Library					
3		LIS303	Agricultural Sciences Library and Information System	6	4	70	30	100
		LIS304	Management of Information System					
		LIS305	Information Processing and Retrieval Theory: UDC and Indexing Practice					
4	*SOC	LIS306	Software for Libraries: Practice - 5(A) Or Special Library System – 5(B)	6	4	70	30	100
5		LIS307	Internship - 6(A) Or Information Literacy - 6(B)					
6	*OOTC	LIS308	Open Online Transdisciplinary Course – 2	-	2	-	100	100
*	Seminar / Tutorials / Remedial Classes and Quiz as part of Internal Assessment			6	-	-	-	-
<b>Total</b>				<b>36</b>	<b>22</b>	<b>350</b>	<b>250</b>	<b>600</b>

- \*CC (Core Courses) - Student can choose any Three out of Five core courses
- \*SOC (Skill Oriented Courses) – Student can choose one from each code
- \*OOTC (Open Online Transdisciplinary Course) - Students can choose any relevant course of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc.,

SEMESTER – IV								
S. No	Course	Code	Title of the Course	H/W	C	SEE	IA	Total Marks
1	OOSDC	LIS 401	Open Online Skill Development Course	-	8	-	200	200
2	PW	LIS 402	Project Work -Orientation Classes	24	12	300	0	300
*	Conducting classes for competitive exams, communication skills, UGC / CSIR and NET / SLET examinations			12	-	-	-	-
<b>Total</b>				<b>36</b>	<b>20</b>	<b>300</b>	<b>200</b>	<b>500</b>
<b>Total Semesters</b>				<b>144</b>	<b>84</b>	<b>1350</b>	<b>850</b>	<b>2200</b>

- Open Online Skill Development Course (OOSDC) - Students can choose any **Two** relevant courses of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc., to get **8 credits** (with **4 credits** from each course)

## SEMESTER – I

### Core Course

### LIS 101: FOUNDATIONS OF LIBRARY AND INFORMATION SCIENCE

#### OBJECTIVES

1. To introduce social functions of the library, Role of library in modern society
2. To acquaint with Five laws of library science and legislation in India
3. To explain LIS education in India and various library associations in India

#### OUTCOMES:

1. Know the various types of libraries and their role in the society
2. Learn the Professional ethics and library Legislation in India
3. Understand LIS education in India and various library associations in India

#### UNIT-I: Library as a Social Institution

- Social functions of the library.
- Role of library in formal and informal education
- Library in modern society
- Type of Libraries & Information Systems
- Public libraries & Information Systems
- Academic libraries – School College and University libraries
- Special libraries & Information Systems
- National libraries in India

#### UNIT– II: Laws of Library Science

- Five laws of library science
- Implications of Five laws in Library and Information activities

#### UNIT III: Library Development and Acts relating to Libraries.

- Historical Development of libraries with special reference to India: Committees and Commissions on Libraries in India.
- Library legislation – need and essential features.
- Library Legislation and Library Acts in Indian States.
- Madras and Andhra Pradesh – Telangana Public Library Act
- Press and registration of Books Act: The delivery of Books and Newspapers (Public Library) Act
- Copyright Act.

#### UNIT IV: Library and Information Profession, Public Relations and Extension activities

- Librarianship as a profession.
- Professional Ethics, Professional Skills & Competencies
- Library and Information Science education in India.
- Public relations and extension activities in India

#### UNIT V: Library and Information Professional Associations, Organization

- National, Associations / organizations - Objectives, Structure and activities ILA, IASLIC, IATLIS, RRRLF.
- International associations, organizations-Objectives, structure and activities, UNESCO, IFLA, CILIP, ASLIB, ALA, SLA.



## RECOMMENDED BOOKS

1. Shera, J.H. The foundation of education for librarianship. Newyork, 1972.
2. Mc. Clovin L.R. public library extension. Paris. UNESCO,1950
3. Kannna , J. K. Library and society , Kurukshetra,1987.
4. Ranganathan, S.R. five laws of Library Science. Delhi1957
5. Ekbote, Gopal Rao. Public Library system. Hyderabad ,1987
6. Sharma, Pandey, S.K. Development of public libraries in India .NewDelhi.
7. Cowley. John. Libraries in higher education: The user approach to service London: Clive Bingley,1975.
8. Hamlin, A. T. The University library in the US: Its origin and development Philadelphia: University Philadelphia,1981.
9. Thompson,James,An Introduction to University library administration 3<sup>rd</sup> ed. London: Clive Bingley,1987.
10. Shah, Syad. Library Society. 1<sup>st</sup> Ed. Shanthi Prakashana, Mangalore, 2019.
11. Pattegree, Andrew, and Weduwen, Arthur der. The Library: A Fragile History. Profile Books Ltd., Great Britain, 2021.
12. Jaeger, Paul T. and Others Foundations of information law. 2023

**Core Course**  
**LIS 102: KNOWLEDGE ORGANIZATION: CLASSIFICATION THEORY**

**OBJECTIVES:**

1. To impart knowledge on the basic concepts in classification
2. To get an idea on features of classification Schemes
3. to introduce the trends and developments in classification

**OUTCOMES:**

1. Understand the definition, need and purpose of classification
2. Learn the Fundamental Categories, Facet Analysis, types of Isolates in all schemes of classification
3. Understand the Notation, trends and developments in Classification

**UNIT I: Knowledge Classification and Library Classification.**

- Classification : Nature , purpose and definition
- Modes of Formation of Subjects
- Simple Knowledge Organization System, Taxonomies, Folksonomy.

**UNIT II: Notational System.**

- Call Number: Class Number, Book number and Collection Number.
- Notation: Need, types and qualities.
- Hospitality in array and chain.

**UNIT III: General theory of Library Classification.**

- Canons.
- Postulates.
- Principles.
- Fundamental categories.
- Facetanalysis.
- Phaseanalysis.
- Zoneanalysis.
- Systems and specials.

**UNIT IV: Devices and Mnemonics.**

- Devices.
- Mnemonics.

**UNIT V: Isolates and Planes of Work and Species of Classification Schemes.**

- Isolates: Common and Special.
- Planes of work: Idea plane, verbal plane and notational plane.
- Species of Classification Schemes: Enumerative, Almost Enumerative, Faceted Schemes etc.
- Comparative study of CC & DDC
- Recent trends in classification, UDC, Web Dewey

## RECOMMENDED BOOKS

1. Rangandhan ,SR. Prolegomena to library Classification . Bombay : Asiapublishing House ,1965
2. Sayers, WCB .Manual of Classification for librarians . Rev. byArthur Maltby. London : Andre Deutsch,1967.
3. Ranganathan, SR. Descriptive account of Colon Classification.Bombay. Asia publishing House .1967
4. Agarwal. DS. Lectures in Universe of knowledge .Delhi : Academic publishers. 1985
5. Krishna Kumar . Theory of Classification . Delhi: Vikas.1991
6. Raju, AAN. . Universal Decimal Classification and Colon Classification.
7. Ranganathan , S.R. Elementary Library Classification . 3<sup>rd</sup>. Bangalore. Sarada Ranganathan Endowment Trust ,1992
8. Krishan Kumar, Theory of Classification. S.Chand, 2018
9. Bernard I.Palmer&A.J.Wells. The Fundamentals of Library Classification, 2021

## Core Course

### LIS: 103: PRESERVATION AND CONSERVATION OF INFORMATION RESOURCES

#### UNIT-I: Preservation and Conversation

- Introduction to concepts of archiving, Preservation and Conservation
- Need and significance of Archiving
- Preservation and Conservation of Information Resources

#### UNIT-II: Evolution of Writing Materials

- Evolution of writing materials: Clay, Papyrus, Metallic plates, Skin, Parchment, Vellum, Palm leaves, etc.
- Their history, nature, use as writing materials and their preservation
- History of paper making, Different types of paper and their nature

#### UNIT-III: Preservation and Maintenance

- Different types of Library materials, their preservation and maintenance: Paper Based materials book and Non-Book materials, Library Binding, Binding Standards
- Other Materials: AN records, Magnetic Plates, Tapes & Diskettes, Microforms, Optical media, Magneto Optical Discs, etc.

#### UNIT-IV: Hazards to Library materials and their preservation

- Hazards to Library materials and their preservation: Environmental hazards, Biological hazards and Human being as an enemy of Library materials
- Disaster prevention and recovery
- To study various National Archival Initiatives of different countries: NARA of US, Australian National initiatives, Public archives of Canada etc.

#### UNIT-V: Records Management

- Concepts and issues involved.
- Information Resource Management(include Electronic Resource Management), Code of Ethics for Archivists. Digital Preservation

#### RECOMMENDED BOOKS

1. Balloffet, N., Hille, J., & Reed, J. A. (2005). Preservation and conservation for libraries and archives. Chicago: American Library Association.
2. Belicove, M. E., & Kraynak, J. (2007). Internet yellow pages: the fun, fast, and easy way to get productive online. Indianapolis, Ind.: Que.
3. Henderson, K. L. (1983). Conserving and preserving library materials. Urbana-Champaign, Ill.: University of Illinois, Graduate School of Library and Information Science.
4. Johnson, P. (2009). Fundamentals of collection development and management. 2nd Ed. Chicago: American Library Association.
5. Wynar, B. S., Strickland, S. D., & Graff, S. M. (1999). Library and information science annual. Englewood, Colo.: Libraries Unlimited.

**Core Course**  
**LIS: 104: INFORMATION AND COMMUNICATION**

**OBJECTIVES:**

1. To Provide basic concept of data, Information, Knowledge and wisdom.
2. To impart ideas on communication types and channels of communication.
3. To give an idea on Information Society and Knowledge Society.

**OUTCOMES:**

1. Get an idea on the concept of data, Information, Knowledge and wisdom.
2. Understand the types of communication and channels of communication
3. Understand the difference between the information society and knowledge Society.

**UNIT I: Information and Communication.**

- Information: Characteristics, Nature, value and use
- Conceptual difference between Data, Information, Knowledge and Wisdom
- Electronic Communication: E-Mail, E-Commerce

**UNIT II: Communication Models and Trends**

- Communication channels, Types, Models and Barriers.
- Trends in Scholarly Communication, Virtual Reality, Telecommunication, Invention to Television, Wireless technology

**UNIT III: Information Life Cycle**

- Information Life Cycle- Generation, Collection, Storage and Dissemination
- Role of Information in Planning, Management, Socio-economic, Cultural, Educational and Technological Development.

**UNITIV: Library, Information and society.**

- Information Science- Relationship with other subjects, Information Society and Knowledge Society.
- Information Technology Act, Right to information Act.
- International and National Programs and policies(NAPLIS)

**UNITV: National Knowledge Commission**

- National Knowledge Commission- National Mission on Libraries.
- Information Industry-Generators, Providers and Intermediaries.
- IPR and Legal Issues- Categories, Conventions, Treaties, Laws

**RECOMMENDED BOOKS**

1. Gragon, Devis. J. Science and Technology and introduction to literature. 2nded1976.
2. Martin, WJ. Communication , Knowledge and Librarian . London : Butterworths, 1974
3. Mc Garry , Devin, Communication, ,Knowledge and librarian .London: Clive Bingely,1981.
4. Meadows, A. J. Communication in Science , London: Butterworth.1974
5. Price, de Solla. Little Science and Big Science . New York: Columbia University press,1986.
6. Robert,S.Electronic Communication.6<sup>th</sup> Ed.2014
7. Jeffery,S. Modern Electronic Communication.9<sup>th</sup> Ed.2015.

**Core Course**  
**LIS: 105 KNOWLEDGE MANAGEMENT**

**OBJECTIVES:**

1. To provide the basic concepts of Knowledge Management
2. To impart ideas on knowledge creation models, knowledge transfer in E-world
3. To give an idea on neural network and data mining

**OUTCOMES:**

1. Get an idea on the concepts of knowledge management, types of knowledge
2. Understand the knowledge creation models, knowledge transfer in E-World
3. Know the tools for knowledge management and neural network and data mining.

**UNITI: Knowledge Management: Concept and definitions**

- Need for Knowledge Management in the emerging and changing Business environment
- Understanding knowledge; Types of knowledge -explicit and tacit knowledge
- Knowledge works changing role of Library and Information professionals.

**UNITII: Knowledge creation and capturing Knowledge**

- Process of Knowledge Creation -Creation, Storage, sharing, Application, Evaluation.
- Creation model
- Capturing tacit Knowledge, Externalization and Internalization
- Create a knowledge-sharing Culture
- Impact of New Knowledge innovation, Integration of External& Internal knowledge, Acquisition of information and Networks

**UNITIII: Knowledge codification and organization: Knowledgebase**

- Knowledge mapping
- Decision trees
- Decision tables frames etc.

**UNITIV: Knowledge transfer and sharing steps in knowledge transfer**

- Knowledge transfer in E -World
- Role of Internet E –Business
- E- Commerce.

**UNITV: Knowledge Management-principles, Tools, Components and Architecture.**

- Neural network Data mining
- Legal and ethical issues in Knowledge Management

## RECOMMENDED BOOKS

1. Abell Angela and Nigel Oxbrow, Competing with Knowledge: The Information Professional in the Knowledge Management Age. London: Facet Publishing,2001.
2. Blaise Cronin. ed. Information Management: from strategies to action LondonAslib,1985.
3. Bikowrtx W. R.: Knowledge Management Delhi PHI.2000
4. Chorafas D. N. Knowledge Revolution.1968.
5. Crawford, Marshali Jean: Information Broking: a new career in information work,London: L.A. 1988
6. Dhiman A.K.: Knowledge Management for Librarians. New Delhi: Ess Ess,2009
7. Galatin, Malcolm &Laiter, Robert D eds. Economics of Information London :Nijhof,1981
8. Gurnsey, John and White Martin. Information Consultancy London Clive Binglev1989.
9. Koenig Michael E.D. and Shrikantaiah (Ed): Knowledge Management: lessonslearned what works and what doesn't, New Delhi: Ess Ess,2008
10. Koenig Michael E.D. and Shrikantaiah T.K.(Ed): Knowledge Management in Practice: connection & context, New Delhi: Ess Ess,2008
11. Kumar (PSG) A Student's Manual of Library &Information Science Delhi :BR Publishing.,2016

**Skill Oriented Course - 1**  
**LIS 106(A): COMPUTER BASICS, INTERNET AND WEB RESOURCES**

**OBJECTIVES:**

- 1.To introduce the concepts of computer and network technologies
- 2.To provide information on Operating systems, programming languages and software's
- 3.To enable to learn the Database Management Systems

**OUTCOMES:**

- 1.Gain knowledge on the concepts of computer basics and Network technologies
- 2.Understand the concepts of Internet and Web Resources
- 3.Learn the Different types of Databases and Wireless Communication.

**UNIT I: Information Technology**

- Definition, Need, Scope and Objectives.
- Computer basics-Generation of computers, Classification of Computers, Computer Hardware, Storage Devices.
- Computer Technology: Character Presentation-ASCII, ISCII, Unicode.

**UNIT II: Software**

- Operating systems: MS Windows, LINEX.
- Types of Software: Application software, System software
- Programming languages: Object Oriented, Procedural, High level, Scripting, Web languages.

**UNIT III : Internet and Web resources**

- Components, Services, Internet Search Techniques
- Browsing -Web Browsing, Search Engines, Meta-Data,
- E-Resources & Online Databases
- Web browser : concept, function, features of Internet Explorer &Google Chrome.
- Organization of web resources
- Selection and Acquisition of web resources : need, standards and criteria

**UNIT IV: Network technologies**

- Types of Network: LAN, MAN, WAN
- Network Topologies
- Telecommunication: Transmission Channels, Mode and Media ISDN, PSDN, Multiplexing, Modulation.

**UNIT V: Database and Wireless Communication**

- Data Base management systems
- Types of Databases
- Media, Wi-fi, Li-fi, Satellite Communication, Mobile Communication

**RECOMMENDED BOOKS**

1. Lucy, A. T. (2005). An introduction to computer based library system. (3rd ed.) Chichester: Wiley.
2. Tanenbaum, A. S. (2010). Computer networks. Upper Saddle River, NJ: Pearson Education.
3. Katie Wilson.(2018). Computers in libraries.The Haworth Information Press
4. Tanenbaum,A.S. (2020). Computer Networks.6<sup>th</sup>Ed:Pearson Education
5. Abraham Silberschatz(2021). Database Systems Concepts.7<sup>th</sup>edition, McGraw Hill.



**Skill Oriented Course - 1**  
**LIS 106(B): SEARCH AND SEARCH STRATEGIES**

UNIT- I: Introduction to search and retrieval- Concept of file, database

- Types of databases
- Structure of records in databases and on the web
- Structure of indexes and files
- Vocabularies-free and controlled- Search models-Boolean (exact match), and ranking (best match), web search engines.
- Meta search Engines.

UNIT-II: Tools of Internet Search;

- Local search-vertical search- Search engine optimization-Search oriented architecture – selection –based search.
- Social search-document retrieval – Text mining- web crawler
- Multi search-Federated search-search aggregator.

UNIT-III: Index/Web Indexing

- Focused crawler-spider trap-robots exclusion standard
- Distributed web crawling-web archiving- website mirroring software
- Web search query-voice search-Natural language search engines
- Web query classification- Image search-video search engine- Semantic search.

UNIT-IV: Protocols and Standards: Z39.50

- Search /retrieval web service-search /retrieval via URL
- Open search-representational state transfer-website parse template
- Wide Area Information servers. OAI/PMH

UNIT-V: Practical Component

- Searching of databases, catalogues.
- Searching in general search engines and meta search engines
- Studying the searching features- of the search engines-searching Pro-quest-Pubmed- Emerald-EBSCO-JCCC.

**Skill Oriented Course - 2**  
**LIS 107(A): KNOWLEDGE ORGANISATION: CLASSIFICATION PRACTICE**  
**(Dewey Decimal classification (22nd Edition))**

**OBJECTIVES:**

1. To impart practical knowledge in classification.
2. To get an idea on how to assign class numbers.
3. To provide knowledge on tables and schedules.

**OUTCOMES:**

1. Learn the Dewey Decimal Classification Scheme.
2. Get the skill regarding assigning the class Numbers.
3. Have knowledge on Tables and Schedules of DDC

UNIT I: Main Classes: Divisions, Sections, subsections etc.

UNIT II: Synthesis devices, Add, instructions, signs and auxiliary Tables; Use of schedules and relative index.

UNIT III: Classification of Electronic Reading devices

UNIT IV: Classification of Network based materials

UNIT V: Advanced Classification

**RECOMMENDED BOOKS**

1. Ranganathan, SR. Colon Classification . 6th ed. Bangalore: Sarada. Ranganathan Endowment for library Science ,1994.
2. Dewey, Melvil. Dewey Decimal Classification . 3 vols. 18th ed. New York: Lake placid ,1978.
3. Raju, AAN . Dewey Decimal Classification : Theory and practice . Madras : TR , 1995.
4. Stija, MP. Manual of practical Colon Classification . New Delhi, Sterling, 1984.
5. Batty, CD. An introduction to 20th edition of DDC .London :CliveBingely.
6. Uppal, OP . Practical Procedure of Classification according to CC and DDC. Patiala : Madaan.

**Skill Oriented Course - 2**  
**LIS 107(B): INTRODUCTION TO NETWORKS AND RESOURCE SHARING**

**Unit-I: Network Technology**

- OSI Model
- Internet
- Virtual Private Network (V.P.N)
- Emerging Network Technologies
- Future of Networking

**Unit-II: Data Networks**

- Introduction
- Signalling
- X.25
- Integrated Services Digital Network (ISDN)
- Digital Subscriber Line (DSL)
- Frame Relay
- Asynchronous Transfer Mode (ATM)

**Unit-III: Network Software**

- Client Server(Two-Tier) Architecture
- Three-Tier Architecture
- Network Operating Systems(NOS)
- Domain Name Systems(DNS)
- Electronic Mail
- Useful TCP/IP Commands
- Network Management System and Intranet

**Unit-IV: Resource Sharing**

- Introduction, Definition & Objectives
- Resource Sharing Concept, Need and Areas
- Pre-requisites and Barriers for Resource Sharing
- Resource Sharing Case Studies
- National Information Policy on Library and Information Systems

**Unit-V: Resource Sharing Technology**

- Introduction, Definition
- Role of Library Networks in Resource Sharing
- Resource Sharing Networks – A Model
- Document Delivery
- Inter Library Loan Standards
- Copy Right Issues for Resource Sharing
- IFLA Guidelines for Resource Sharing

References:

1. Andrew S. Tanenbaum(1996). Computer Networks. New Delhi: Prentice Hall.
2. William Stallings (1997) “Data and Computer Communications”, New Delhi: Prentice Hall
3. HaBlack, U. (1992). TCP/IP and Related Protocols. New York: NY: McGraw-Hill, Inc
4. Mitesh Tolia ,The Basics of VPNs, LAN Magazine, February,1999 .
5. Andrew S. Tanenbaum(1996). Computer Networks. New Delhi: Prentice Hall.
6. ISDN and Broadband ISDN, Second Edition, by William Stallings, Macmillan, Englewood Cliffs, NJ, ISBN 0-02-415475-X
7. Network Security: Private Communication in a Public World, by Charlie Kaufman, Radia.
8. Optimizing Web Performance, Express Computer, December 9, 1996
9. Raina Roshan(1997) Library Resource sharing and Networking : An approach among management schools of India, Vikas Publishing House Pvt Limited.
10. Indiana Library Resource Sharing Manual(1997) Approved by the Indiana State Library Advisory Council on October 17, 1997
11. Wurman, R. S. (1989), Information Anxiety. New York : Doubleday International Federation
12. Library Associations and Institutions (IFLA) [www.ifla.org](http://www.ifla.org)
13. Oppenheim, Charles. Intellectual property: legal and other issues, Information studies 3(1); 1997 pp. 5-22

**Audit Course – Indian Knowledge Systems - 1**  
**LIS 108- TRADITIONAL LIBRARY SYSTEMS - 1**

Unit – I

- Introduction of Ancient library systems
- Ancient libraries

Unit – II

- Traditional library services
- Materials in traditional libraries
- Acquisition of library materials

Unit – III

- Role of traditional library
- Role of traditional librarian

Unit – IV

- Traditional library management system
- Tools and techniques – past and present

Unit – V

- Transition of Traditional libraries into modern libraries

**RECOMMENDED BOOKS**

1. Shera, J.H. The foundation of education for librarianship. Newyork, 1972.
2. Mc. Clovin L.R. public library extension. Paris. UNESCO,1950
3. Kannna , J. K. Library and society , Kurukshetra,1987.
4. Ranganathan, S.R. five laws of Library Science. Delhi1957
5. Ekbote, Gopal Rao. Public Library system. Hyderabad ,1987
6. Sharma, Pandey, S.K. Development of public libraries in India .NewDelhi.
7. Cowley. John. Libraries in higher education: The user approach to service London: Clive Bingley,1975.
8. Hamlin, A. T. The University library in the US: Its origin and development Philadelphia: University Philadelphia,1981.
9. Thompson,James,An Introduction to University library administration 3<sup>rd</sup> ed. London: Clive Bingley,1987.
10. Shah, Syad. Library Society. 1<sup>st</sup> Ed. Shanthi Prakashana, Mangalore, 2019.
11. Pattegree, Andrew, and Weduwen, Arthur der. The Library: A Fragile History. Profile Books Ltd., Great Britain, 2021.
12. Jaeger, Paul T. and Others Foundations of information law. 2023

**SEMESTER – II**  
**Core Course**  
**LIS 201: INFORMATION SOURCES AND SERVICES**

**OBJECTIVES:**

1. To provide information on documentary and non-documentary sources
2. To make them able to understand Indian and British National Bibliographies
3. To impart knowledge on virtual reference service and translation services.

**OUTCOMES:**

1. Learn documentary and non-documentary sources and different types of information sources
2. Know about the Indian and British National bibliographies, and Electronic Books
3. Understand the virtual reference service and translation Services.

**UNIT- I: Reference and Information Sources**

- Documentary sources: Print, non –print
- Non documentary: Human, Institutional
- Categories: Primary information sources (Print and Electronic): Journals, Conference Proceedings, Patents, Standards, Theses & Dissertations, Trade Literature
- Secondary information sources: Dictionaries, Encyclopedias,
- Bibliographies, Indexing & Abstracting, Statistical sources, Handbooks and Manuals and tertiary information sources (Print and Electronic)

**UNIT-II: Reference Sources**

- Bibliography: Definition, need, and functions
- Types: systematic, historical, enumerative, critical, textual etc.
- Biographical, Educational, Language and Geographical
- Web 2.0 and 3.0 - Library 2.0- Concept, Characteristics, Components; Instant Messaging, RSS Feeds, Podcasts, Vodcasts, Ask a Librarian

**UNIT-III: Electronic Information Resources**

- E- Books, E-Journals, E-Theses
- Database-Bibliographic, Numeric, Full text, Multimedia, Open access Database, Citation Database
- Subject gateways, Web Portals, Bulletin Boards, Discussion, Forums, Groups.
- Evaluation of Reference Sources and Web Resources.

**UNIT- IV: Reference Service and E-Services**

- Concepts, definition, trend
- Types, user orientation, short range and long range.
- Mobile based Library services and Tools- Mobile OPAC, Mobile Databases,
- Mobile Library Website, Library Apps, Mobile Library Instructions,
- Augmented Reality, SMS Alerts, Geo-Location, Reference Enquiry.

**UNIT -V: Alerting Services.**

- Alert services: Need, Techniques and evaluation: CAS, SDI.
- Inter Library Loan
- Referral and Document delivery services.
- Collaborative Services- Social Networks, Academics Social Networks, Social Tagging,
- Social Bookmarking.

### **RECOMMENDED BOOKS:**

1. Ranganathan SR. . Reference services and bibliography , Bombay,1960.
2. Foskett. AC. Information Services in libraries . London .1958
3. Mukherjee, AK. Fundamentals of special libbrianship , Calcutta ,1969.
4. Sharp, JR. Some fundamentals of information retrieval. London ,1965.
5. Shores, Louis. Basic reference sources . Chicago,1954.
6. Viswantham, CD. Elements of information science. New Delhi,1971.
7. Guha, B. Documentation and information. Calcutta,1983
8. Katz, A. Introduction to reference work. 2 v. New York, 1992
9. Ranganathan, S.R. Reference Service Ed 2. Bangalore, Sarada Rangnathan Endowment for Library Science, 1992.
10. Sharma J.S. & Grover, D.R. Reference Service and Sources of Information. New Delhi: ESS ESS, 1987.
11. Krishan Kumar, Reference services. New Delhi,1989.
12. Krishnakumar. Reference Service. Ed.3. New Delhi, Vikas, 1992.
13. Kumar P.S.G. Indian Encyclopaedia of Library and Information Science. New Delhi, S. Chand & Co., 2001
14. Singh, S. Handbook of International Sources on Reference and Information.New Delhi, Crest Publication, 2001.
15. Sewa Singh. Handbook of International Sources onReference and Information. New Delhi, Crest, 2001.
16. Rao, I.K.R. Electronic Sources of Information. Bangalore, DRTC, 2001.
17. Sharma.C.K. Reference Sources and Services,Atlantic Publishers & Distributors Pvt Ltd, 2006.
18. Gurdev Singh. Information Sources, Services and Systems. New Delhi, PHI Learning, 2013.

**Core Course**  
**LIS 202: KNOWLEDGE ORGANISATION: CATALOGUING THEORY**

**OBJECTIVES:**

1. To explain the basic ideas on catalogue and forms of it
2. To discuss the canons, principles and laws of cataloguing
3. To impart knowledge on different types of subject headings, and methods of cataloguing

**OUTCOMES:**

1. Understand the basic ideas on catalogue, forms of the catalogue, Main Entry and added entries
2. Know the Canons, Principles and Laws of Cataloguing
3. Gain the knowledge on different types of subject headings, Cooperative and Centralized cataloguing.

**UNIT I: Library Catalogue**

- Library catalogue: Need, purpose and functions.
- Relationship of Library catalogue with other records of the library.
- Accession Register, Publishers catalogue, Bibliography and shelf list.
- Impact of Information Technology on Cataloguing

**UNIT II: Types of Catalogue and filing of entries.**

- Types of Catalogues - outer forms and inner forms.
- OPAC. Web based Cataloguing
- Filing of entries.
- History of Catalogue Codes – CCC and ACCR II

**UNIT III: Normative principles**

- Normative Principles.
- Canons of cataloguing.

**UNIT IV: Subject Cataloguing.**

- Subject Heading lists.
- Library Cataloguing Code,
- CCC and AACR-II, SLSH, LCSH.

**UNIT V: Methods of Cataloguing and Standardization.**

- Prenatal, Cooperative and Centralized Cataloguing.
- Standardization of Bibliographic activities.
- ISBD, CCF, RDA, FRBR, Bibframe.
- Standards - ISO 2709, Z39.50, Z39.71.

**RECOMMENDED BOOKS**

1. Girija Kumar and Krishna Kumar. Theory of Cataloguing . New Delhi. Vikas. 1986.
2. Krishna Kumar. An Introduction for Cataloguing Practice . New Delhi Vikas . 1981.
3. Ranganathan. SR. Classified Catalogue Code with additional rules for Dictionary Catalogue code. 5th ed. .Bombay : Asias Publishing House , 1969.
4. Sears. ME. Sears List of Subjects Headings. New York : H.W. Wilson.1977.
5. Sharp , Henry. A. Cataloguing Practice .Bombay . Asia. 1974.
6. Sengupta . B. Cataloguing . Calcutta. Word Press, 1974.
7. Viswanthan, CG., Cataloguing : Theory and practice . New Delhi : Today tomorrow, 1970.



**Core Course**  
**LIS 203: HEALTH SCIENCE LIBRARY AND INFORMATION SYSTEM**

**UNIT-I: Health Science Libraries and their Development**

- Objectives and Functions
- History and Development of Libraries with Special Reference to India
- Role of Medical Libraries
- Information Policies in Health and Family Welfare Agencies and their Role in the Promotion and Development of Medical Libraries in India

**UNIT-II: Collection Development and Management**

- Periodicals, Conference Literature, Grey Literature, Patents, Standards, Specifications and Government Publications
- Non-Book Materials
- Electronic Resources and Online Databases

**UNIT-III: Library Organization and Administration**

- Organizational Structure
- Staff Manual, Library Surveys, Statistics and Standards etc.

**UNIT-IV: Information Services**

- CAS, SDI, Abstracting and Indexing Services
- Library Bulletin, Newspaper Clipping Services
- Computerized Services
- Resource Sharing and Networking
- Information Literacy Programmes

**UNIT-V: Financial and Human Resource Management**

- Determination of Finance, Sources of Finance
- Types of Budget
- Nature, Size, Selection, Recruitment, Qualification and Training
- Responsibilities and Duties
- Competency Development

**Core Course**  
**LIS :204: ACADEMIC LIBRARY SYSTEM**

**OBJECTIVES:**

1. To infer the basic objectives, growth and development of academic libraries in India, UK and USA
2. To analyze the overview of higher education in India, UGC its powers and functions and the role in the development of academic libraries
3. To identify the organisation of library and information services needed by distance and special users

**OUTCOMES:**

1. Know the basic objectives, growth and development of Academic Libraries in India, UK and USA
2. Learn about an overview of higher education in India, UGC, its powers and functions and its role in the development of academic libraries
3. Understand the total design of the building, techniques of financial management, and know the organization of library and information services needed by distance learners and special users.

**UNIT- I :** Introduction to Academic libraries.

- Academic Library concept and functions.
- Types of Academic libraries.
- Role of Academic Library in Education.

**UNIT-II :** National Education Policy 2020.

- National Education Policy and Programs Academic Libraries in India.
- Role of UGC in promoting College and University Libraries.
- Norms and standards of Academic libraries.

**UNIT- III :** Academic Libraries in Multidisciplinary Systems.

- Health Science Library and Information System
- Corporate Library and Information System.
- Agricultural Library and Information System.
- Engineering and Technological Library and Information System.
- Archive, Museums and Oriental Libraries.
- Community Information System.

**UNIT- IV :** Library Finance, Personnel Management and Collection Development.

- Financial Control
- Personnel Management
- Collection Development and maintenance.

**UNIT- V :** Academic Library Services, automation and networks.

- Academic Library information services.
- Planning and organization of Academic Library services.
- User studies and User education programs.
- Resource sharing: Concept, Objectives and programs
- Academic Library Networks: INFLIBNET
- Computerization of Academic Libraries.

## RECOMMENDED BOOKS

1. Henry, M. & Morgan, S. (2002). Practical strategies for modern academic library. London: Aslib-IMI.
2. Inamdar, N. B., Isaac, D., Ramaiah, L. S., & Rao, K. R. (1993). Academic libraries: Role in the national development. Madras: T.R. Publications.
3. Gupta , OP . Development of University Libraries in India after independence. New Delhi Concept . 1992.
4. Kopycinski, D., & Sando, K. (2007). User surveys in college libraries. Chicago: College Library Information Packet Committee, College Libraries Section, Association of College and Research Libraries.
5. Mitchell, L. E. (2009). Corporate governance. Farnham, Surrey, England: Ashgate.
6. Barrie, M. N. (2009). Joomla! 1.5: A user's guide: Building a successful Joomla. Powered website.
7. Bradford L. E. (2008). Content management systems in libraries: Case studies. Lanham, Md.: Scarecrow Press.
8. Trehan, GL AND Malhan, IV. School library Management . New Delhi : Sterling, 1980.
9. Chapman, Liz. Managing acquisitions in library and information services 2001. Library Association, London
10. Brophy, Peter. The academic library. 2000. Library Association, London.

**Core Course**  
**LIS 205: LIBRARY MANAGEMENT**

**OBJECTIVES:**

1. To explain organizational structures of library
2. To identify the factors behind selection, procurement and accessioning documents
3. To provide knowledge on various sections of a library

**OUTCOMES:**

1. Gain knowledge on meaning and purpose of management, Organizational Structures
2. Able to identify the factors behind selection, procurement and accessioning of documents
3. Gain knowledge on a circulation system suitable for a library, different budgetary methods and its standards, norms and principles.

**UNIT I: Introduction to Management.**

- Concept definition and scope.
- Management schools of thought
- Functions and principles of Scientific Management
- Organization Structures

**UNIT II: Books selection, Acquisition and Technical Treatment.**

- Different Sections of the library.
- Books selection: Need and purpose, Principles and theories, Policy and Programs, Book selection tools.
- Acquisition and Technical treatment: Processing - Classification and cataloguing.

**UNIT III: Serials Control, circulation control and maintenance**

- Serials control, Selection, Maintenance and record of receipts.
- Circulation control: Registration of members, charging and discharging methods.
- Maintenance: Shelving methods, shelf rectification, stock verification, Binding and preservation; Archives

**UNIT IV: Library authority, personnel and finance**

- Library authority: Library committee, need, functions and types
- Library personnel: Categories - staff formula.
- Library Finance: Sources of finance, Budget and Budgeting

**UNIT V: Library building, rules and reporting.**

- Library building: Planning, furniture and equipment
- Library rules and regulations
- Annual report.
- Library statistics.
- Green Library Building; Information Commons; Makers Space; Security and Safety

## RECOMMENDED BOOKS

1. Chapman, Liz: Managing acquisitions in library and information services. London, Library Association, 2001.
2. Kumar, P. S. G. (2003). Management of library and information centres. Delhi: B. R. Publishing corporation.
3. Lahiri, Ramansu. Management of Libraries concepts and practices. New Delhi, EssEss, 1996
4. Krishan Kumar : Library Administration and Management . New Delhi : Vikas , 1987.
5. Lock, R.N. Library administration . 3<sup>rd</sup> ed. New York : Philosophical Library . 1965.
6. Siwatch, A. S. (2004). Library management: Leadership style strategies and organizational climate. New Delhi: Shree.
7. Stuart, R. D. & Moran, B. B. (2004). Library and information centre management. Colorado: Libraries Unlimited.
8. Ranganathan , S.R. : Library administration . 2<sup>nd</sup> ed. Bombay : Asia , 1959.
9. Garter, Edward D. (ed.): Advances in library administration and organization. Amsterdam, Elsevier, 2005.
10. Kahn, Mirian B. Studies in Library and Information Science. 4 Vol. Vol.2: Fundamentals of collection development and management. Delhi, Pentagon, 2009.
11. Khan, M.A. The Principles and practice of Library science. Delhi, Academia Pub., 2004.

**Skill Oriented Course - 3**  
**LIS 206(A): METADATA STANDARDS - PRACTICE**

**OBJECTIVES:**

1. To provide knowledge on Metadata and its types and Standards
2. To impart skills on KOHA Software
3. To acquire skills on MARC 21 and Dublin core

**OUTCOMES:**

1. Know the Metadata and its types, standards
2. Learn the skills on KOHA Software
3. Learn the skills on MARC 21 and Dublin core

**UNIT I: Introduction to Meta data and Digital Curation**

- Description of Meta Standards
- Additional Resources. e-GMS
- ISO 19115: 2003(E). PREMIS

**UNIT II: Introduction to MARC 21,Tags**

- Introductors and Sub-fields

**UNIT III: Creating MARC 21 Records for Print Documents**

- Electronic Resources and Complex Documents
- Prints and Resources

**UNITIV: Introduction to Dublin core**

- Preparing Simple and Qualified Core Records in HTML

**UNIT-V: Preparing Simple and Qualified Dublin Core Records in XML**

- Preparing Simple and Qualified Dublin Core Records in RDF
- Standards- METS, MODES, EAD

**Skill Oriented Course - 3**  
**LIS 206(B): INFORMATION SYSTEMS AND PROGRAMS**

UNIT I : Introduction to information systems.

- Information system: concept and characteristics.
- Kinds of Information systems.
- Planning and designing: Standards of Information Systems

UNIT II: Global Information systems and programs.

- UN and its specialized agencies – based information systems and programs.

UNIT III: National information systems.

- National Information systems in USA, UK, Russia and Japan.
- Information systems, programs and Networks in India.

UNIT IV: Organizations promoting information systems and Programs.

- Organizations promoting Information systems and programs at the international level
- Organizations promoting Information systems and programs in India.

UNIT V: Information Providers (venders) International: DIALOG, STN, Data Star,  
UMI, Silver Platter, BLDS, ISI.

- National providers: INFONET, INFLIBNET, J-Gate

**RECOMMENDED BOOKS**

1. Atherton, Pauline. Hand book of information systems and services. Paris. Unesco, 1977.
2. Champman E.A. Library Systems . Analysis Gidelines , 1970.
3. Weisman. HM . Information sytems . Services and Centres. New York: Beekar and Hayness, 1972.
4. Jeffery,Pomerantz,Metadata.MIT Press,2015

**Skill Oriented Course - 4**  
**LIS 207(A): KNOWLEDGE ORGANISATION: CATALOGUING PRACTICE**

**OBJECTIVES:**

1. To explain Anglo American Cataloguing Rules
2. To create interest on the preparation of Main entry and added entries for monographs and serial Publications
3. To provide skills on preparation of entries on cartographic materials, manuscripts and sound recordings

**OUTCOMES:**

1. Gain knowledge on Anglo American Cataloguing Rules
2. Learn the preparation of Main entry and added entries for monographs and serial publications
3. Gain the skills on preparation of entries on cartographic materials, manuscripts and sound recordings.

UNIT I: Cataloguing of Monographs according to AACR-II

UNIT II: Cataloguing of Serial Publications according to AACR-II

UNIT III: Motion Picture, Video- Recordings and Micro Forms according to AACR-II.  
Cataloguing of Cartographic materials, Manuscripts, Sound Recordings.

UNIT IV: Advanced Cataloguing: OPAC, WEBOPAC

UNIT V: Subject Cataloguing: Assigning Subject Headings using Sear's List of Subject Headings.

**RECOMMENDED BOOKS**

1. Anglo – American Cataloguing Rules. 2nd.rev.ed. London Library Association , 1988.
2. Hunter, Erie. J. Examples Illustrating AACR-II .( 1988) revised .London,1989.
3. Krishan Kumar. An introduction to AACR-II, New Delhi: Vikas ,1990.
4. Ranganathan , S.R. Classified Catalogue Code. Bombay: Asia Publishing House, 1961.



## Skill Oriented Course - 4

### LIS 207(B): INFOMETRICS, BIBLIOMETRICS AND WEBOMETRICS

#### UNIT -I: INFOMETRICS, BIBLIOMETRICS AND WEBOMETRICS

- Basic Concept of: Bibliometrics, Infometrics and Webometrics-Meaning, Definition, and Scope.
- Historical Development
- Study of Bibliographic organizations, ISI, NCB, NISTAD

#### UNIT- II: Theory and Laws

- Zipf's Law
- Lotka's Law
- Bradford's Law
- Price Theory, Circulation Theory-Applications

#### UNIT-III: Qualitative and Quantitative Techniques

- Qualitative and Quantitative Techniques: Meaning, definition and Types
- Multidimensional scaling
- Cluster Analysis
- Correspondence Analysis
- Co-Word Analysis

#### UNIT-IV: Citation Studies

- Citation Theory
- Citation Analysis
- Different Forms of Citation
- Citation Control
- Self-Citation

#### UNIT-V: Services

- Testing the Effectiveness of Abstracting and Indexing Services.
- Citation Index-structure
- Use and methods of Compilation
- Advanced Research: Use of Information services: Dialog, Web of science, Scopus, Google scholar.
- Simple statistical methods of classifying, counting and comparing and preferences.

#### RECOMMENDED BOOKS

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

**OOTC – 1**  
**LIS: 208 OPEN ONLINE TRANSDISCIPLINARY COURSE**

Open Online Transdisciplinary Course (OOTC)- Students can choose any relevant course of his/her choice from the online courses offered by Governmental agencies like SWAYAM, NPTEL., etc.,

**Audit Course – Indian Knowledge System - 2**  
**LIS 209: HUMAN VALUES AND PROFESSIONAL ETHICS**

**OBJECTIVES:**

1. To enable to know the nature and importance of professional ethics
2. To impart knowledge on the nature of values, Ahimsa, Non-violence and purusharthas
3. To learn the importance of Bhagavat Gita, Gandhian ethics and theories of punishments

**OUTCOMES:**

1. Know the definition and nature of ethics, importance of professional ethics
2. Understand the nature of values, Ahimsa, Non-violence and Purusharthas
3. Know the importance of Bhagavat Gita, Gandhian Ethics and various theories of punishments

**UNIT I: Definition and Nature of Ethics**

- Its relation to Religion, Politics, Business, Legal, Medical and environment.
- Need and Importance of Professional Ethics - Goals - Ethical Values in various Professions.

**UNIT II: Nature of Values**

- Good and Bad, Ends and Means, Actual and potential Values, Objective and Subjective Values, Analysis of basic moral concepts- right, ought, duty, obligation, justice, responsibility and freedom, Good behaviour and respect for elders.

**UNIT III: Ahimsa (Non-Violence), Satya (Truth), Brahmacharya (Celibacy),**

- Asteya(Non possession) and Aparigraha(Non- stealing).
- Purusharthas(Cardinal virtues)-Dharma (Righteousness)
- Artha(Wealth), Kama( Fulfillment Bodily Desires)
- Moksha(Liberation)

**UNIT IV: Bhagavad Gita**

- Niskama karma. (b) Buddhism
- The Four Noble Truths
- Arya astangamarga
- Jainism- mahavratas and anuvratas.
- Values Embedded in Various Religions, Religious Tolerance
- Gandhian Ethics.

**UNIT V: Crime and Theories of punishment**

- Reformatory, Retributive and Deterrent.
- Views on manu and Yajnavalkya.

## RECOMMENDED BOOKS

1. John S Mackenjie: A manual of ethics.
2. “The Ethics of Management” by Larue Tone Hosmer, Richard D. Irwin Inc.
3. “Management Ethics - integrity at work’ by Joseph A. Petrick and John F. Quinn, Response Books:New Delhi.
4. “Ethics in Management” by S.A. Sherlekar, Himalaya Publishing House.
5. Harold H. Titus: Ethics for Today
6. Maitra, S.K: Hindu Ethics
7. William Lilly: Introduction to Ethics
8. Sinha: A Manual of Ethics
9. Manu: Manu Dharma Sastra or the Institute of Manu: Comprising the Indian System of Duties: Religious and Civil(ed.) G.C.Haughton
10. Susruta Samhita: Tr.KavirajKunjanlal, KunjalalBrishagratha, Chowkamba Sanskrit series, Vol I,II and III, Varnasi, Vol I OO, 16-20, 21-32 and 74-77 only.
11. Caraka Samhita :Tr. Dr.Ram Karan Sarma and Vaidya Bhagavan Dash, Chowkambha Sanskrit Series office, Varanasi I, II, III Vol I PP 183-191.
12. Ethics, Theory and Contemporary Issues., Barbara Mackinnon, Wadsworth/Thomson Learning, 2001.
13. Analyzing Moral Issues, Judith A. Boss, Mayfield Publishing Company, 1999.
14. An Introduction to Applied Ethics (Ed.) John H.Piet and Ayodhya Prasad, Cosmo Publications.
15. Text book for Intermediate logic, Ethics and Human Values , board of Intermediate Education& Telugu Academic Hyderabad 15. I.C Sharma Ethical Philosophy of India. Nagin&coJulundhar.

**SEMESTER – III**  
**Core Course**  
**LIS 301: RESEARCH METHODOLOGY**

**OBJECTIVES:**

- 1.To infer the need and purpose of various research methods
- 2.To memorize the knowledge on Research design, techniques and tools
- 3.To enumerate the skills on data analysis and interpretation of Data in SPSS

**OUTCOMES:**

- 1.Understand the definition, need and purpose of various research methods
- 2.Get the knowledge on Research design, techniques and tools
- 3.Gain the skills on Data analysis and Interpretation of SPSS

**UNIT I: Research**

- Definition need, functions and purpose of research.
- Types of research: Fundamental and applied, Interdisciplinary, Multidisciplinary.
- Research and development of scholarship.
- Library and Information Science research at national and International level

**UNIT II: Research Design.**

- Conceptualization and Operationalization
- Types of research design.
- Identification and formulation of research problem.
- Hypothesis: Definition, formulation and types: Descriptive, relational and explanatory, Null hypothesis, Verification.
- Designing Research proposal.

**UNIT III: Research Methods.**

- Scientific method, Historical method, Descriptive method.
- Survey method and case study method
- Experimental method and Delphi method.
- Metric Studies in LIS- Bibliometrics, Scientometrics, Webometrics, Altimetrics.

**UNIT IV: Research techniques and tools.**

- Methods of data collection: Primary and secondary.
- Primary data – Questionnaire, Interview and Observation, Library Records.
- Secondary data – Historical / recorded.
- Scales and checklists.
- Sampling Techniques – random and non – random sampling

**UNIT V: Data analysis and Interpretation.**

- Descriptive statistics – Measures of central tendency
- Graphical presentation of data - Bar, Pie diagrams, graphs, histograms etc.
- Inferential statistics- Z– T test. Correlation- Regression: Linear and Nonlinear
- Chi- square test.
- Statistical packages – SPSS, Spread sheet, Bibexcel, ‘R’ Statistics.
- Plagiarism- Concept and types, Anti Plagiarism software tools:
- Drillbit and Turnitin.
- Research Report Writing and citation tools- structure, style and contents – Guide lines for Research reporting – Style Manuals: Chicago, MLA, APA, etc. Online Citation Tools, Reference Style Management Tools and Method of research evaluation.
- Impact Factors- Journal, Institutional and Authors, h-Index, g-Index, i10- Index.
- Trends in Library and Information Science Research.

## RECOMMENDED BOOKS

1. Charles. H Busha and Stephen, P. Harter . Research Methods in librarianship. Techniques and interpretation . New York : Academic Press. 1980.
2. Maurice. B line . Library surveys. 2ND ED. London : Bingley , 1982
3. Nickmoore and Martin Hesp. The Basics of writing reports etcetera. London Bingley , 1985.
4. Goode, William and Hatt, Paul K. methods in social research. New York: Mc Graw – Hail Book Company , Inc, 1952.5.
5. Gopal , MH . An introduction to research procedure in social sciences, New Delhi: Vikas , 1992.
6. Krishan Kumar. Research Methods in Library and Information Science. Har-Anand Publications Pvt. Ltd., 2019.
7. Sharma, Yogesh. An Introduction To Library Research Tools: Contemporary Evolutions In Library And Information Science Research Tools. Notion Press, 2022.
8. Agarwal, Chetan, & Sharma, Vijay. Research Methodology in Library Science. 1st Ed. Arjun Publishing House, 2022.

**Core Course**  
**LIS 302: LIBRARY AUTOMATION AND DIGITAL LIBRARY**

**OBJECTIVES:**

1. To acquire knowledge on basics of library automation and digital libraries
2. To explain network and communication devices, digitization and metadata

**OUTCOMES:**

1. Learn the basics of Library Automation, various modules of library automation software packages and their features
2. Gain knowledge on basic concepts and characteristics of digital libraries
3. Know about network and communication devices, digitization and metadata

**UNIT I: Library Automation**

- Meaning – Definition – Infrastructure Facilities – In house operations.
- Barcode, RFID, QR Code, Biometric
- Smartcard: Features and Applications.

**UNIT II: Digitization and Digital Library**

- Digitization -Planning, Selection of Material, Hardware and Software, Process, Issues.
- Digital Preservation- Need and Purpose, Methods and Techniques,
- Projects- National and International.
- Introduction to Digital libraries- Characteristics, Types
- Digital Library Architecture, Standards, Formats, DOI.

**UNIT III: Internet protocols and Creating web documents**

- Internet Protocols and Standards- HTTP, SHTTP, FTP, SMTP, TCP/IP
- URL, URI.
- Creating documents in HTML.

**UNIT IV: Artificial Intelligence**

- Application of Artificial Intelligence
- Expert Systems and Robotics in Libraries,
- Social Mobile Analytics Cloud (SMAC), Cloud Computing.
- Hypermedia, Multimedia, Videoconferencing.
- Virtual Reality, Augmented Technologies.

**UNIT V: Open Access Movement**

- Institutional Repositories- Need, Purpose, Types and Tools.
- Institutional Repositories in India.
- ROAR, DOAR, SHARP, ROMIO.
- Vidyanidhi

## RECOMMENDED BOOKS:

1. Manual of Computer Applications Training in Library Science, R.L.Sehgal&D.K.Behl, ESS ESS Publ., New Delhi,1996.
2. Electronic Libraries, V.C.Malaviya, ESS ESSPublns., New Delhi,1996.
3. Automation in Libraries, Richard T.Kimber, Pergamon Press, New York,1970.
4. Search for Strategy; politics and strategic vision, Guertner, publishingABC-CLIO.
5. The Use of Computer in Compiling National Bibliographies, Koster, K.,Libri,Vol.16, No.4 (1966).
6. Computerization of Indian Libraries, P.S.G.Kumar, B.R.PublishingCorprn., 1987, Delhi
7. KR: Library Automation, Rao, Ed2 1991.
8. Lee, Sturt D. Digital imaging: A practical handbook 2000.
9. Information Technology for Digital Library Management and Automation, V.K. Jain, Atlantic Publishers and Distributors (P) Ltd, 2009.
10. Introduction to Internet Protocols, Philip Avery Johnson, I universe, 2010
11. Digitization and Digital Libraries, Elizebeth R. Leggett, 2014.
12. The Complete Guide to Insitutional Repositories, Stephen Craing ,2020
13. Artificial Intelligence: A Modern Approach, Stuart Russel, Pearson Education, 2022.
14. Learn web Page Designing Through HTML, Gaurav Agarwal, Ram CharanEducare, 2023.
15. Artifical Intellence for everyone: A Beginner's Handbook for AI, Stephen Craig, Pearson Educaton, 2024.



**Core Course**  
**LIS 303: AGRICULTURAL SCIENCES LIBRARY & INFORMATION SYSTEM**

**UNIT-I: Agricultural Science Libraries and their Development**

- Objectives and Functions
- History and Development of Libraries with Special Reference to India
- Role of ICAR, Committees and Other Agencies in the Development of
- Agricultural Libraries in India

**UNIT-II: Collection Development and Management**

- Periodicals, Conference Literature, Grey Literature, Patents, Standards, Specifications and Government Publications etc.
- Non-Book Materials
- Electronic Resources and Online Databases

**UNIT-III: Library Organization and Administration**

- Organizational Structure
- Staff Manual, Library Surveys, Statistics and Standards etc.

**UNIT-IV: Information Services**

- CAS, SDI, Abstracting and Indexing Services
- Library Bulletin, Newspaper Clipping Services
- Computerized Services
- Resource Sharing and Networking: AGRIS, INAGRIS, CABI, etc.
- Information Literacy Programmes

**UNIT-V: Financial and Human Resource Management**

- Determination of Finance, Sources of Finance
- Types of Budget
- Nature, Size, Selection, Recruitment, Qualification and Training
- Responsibilities and Duties
- Competency Development

***Recommended Books***

1. **BHATT (V S):** Information resources in agricultural research in 40years of agricultural research in India (1989) ICAR, New Delhi.
2. **CHOTEY LAL (C):** Agricultural libraries and information systems: a hand book for users (1998) R K Techno Science Agency, New Delhi.
3. **DAYMATH (Y) and RUTTAN (V W):** Agricultural development: an international perspective (1979) John Hopkins, Baltimore.
4. **DESHMUKH (P P):** Standardization of library and information services with special reference to scientific and agricultural libraries (1990) ABC, New Delhi.
5. **SHARMA (R D):** The agricultural information network for India (1989) Society for Information Science, New Delhi.
6. **SUBBAIHA (R):** Agricultural librarianship in India: an overview (1988) Metropolitan, New Delhi.
7. **SWAMINATHAN (M S):** Report of the working group on agricultural research and education for the formulation of the eighth plan (1989) Planning Commission, ICAR, New Delhi.

**Core Course**  
**LIS: 304: MANAGEMENT OF INFORMATION SYSTEM**

**OBJECTIVES:**

- 1.To provide an idea on basic concepts of Management
- 2.To explain budgeting techniques and methods and policies and procedures
- 3.To acquire knowledge on system analysis, PERT/CPM

**OUTCOMES:**

- 1.Know the basic concepts in Management, and various methods of decision-making and its application to Library and Information Centers
- 2.Understand the budgeting techniques and methods and policies and procedures
- 3.Gain knowledge on system analysis, PERT/CPM

**UNIT I : Human Resource Management**

- Concept and Definition and scope
- 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 II : Financial Management**

- Resource mobilization
- Budgeting techniques and methods: PPBS, ZBB
- Budgetary Control

**UNIT III: System analysis**

- Project Management-SWOT, PEST, PERT/CPM
- Policies and procedures, MBO
- Change Management, DRUPAL, JOOMLA
- Disaster Management, Crisis Management.

**UNIT IV: Total Quality Management (TQM)**

- Concepts, Principles and Techniques, Six Sigma;
- Evaluation of Services of Libraries and Information Centers

**UNIT IV : Marketing of Library Products and Services**

- Plan, Research, Strategies, Mix, Segmentation,
- Pricing and Advertising; Management Consultancy.

## RECOMMENDED BOOKS

1. Allen, Louis A. *Organisation and Management*, New York: Allen and Unwin, 1978.
2. Eileen Elliott, De Saez. *Marketing Concepts for Libraries and Information Services*. 2<sup>nd</sup> Edition. New York, Neal-Schuman Publishers, 2002.
3. Arthur, M. H. (2006). *Expanding a digital content management system: For the growing digital media enterprise*. Boston: Elsevier Focal Press.
4. Flaton, Trine Kolderup ed. *Management, marketing and promotion of library services based on statistics analysis and evaluation*. Munchon, K.G. Saur Verlage Pub., 2006
5. Drucker, Peter. *Management*
6. Koontz, Herald and O Donnel. *Management: Systems approach*. 8th ed. New York. Mc Graw Hill, 1982.
5. Bank, John (1996). *The Essence of Total Quality Management*. London: Prentice, Hall International (UK) Limited.
6. Bryson, Jo (1990). *Effective Library and Information Centre Management*. Hampshire: Gower Publishing Ltd. Clair,
7. Guy St (1997). *Total Quality Management in Library Services*. London: Bowker-Saur.
8. Donnelly, J. H and George, W. R (eds). *The marketing of services*, American Marketing Association, Chicago, pp. 47-51.
9. Dewhurst, Charlotte. *How marketing can help increase the value of e-resource investments: five key findings*. *Library Connect Newsletter*. 2008, 6(1), pp. 1.
10. Gupta, D. K. and Jambhekar, A (eds.) (2003). *An integrated approach to services marketing : A book of readings in marketing of library and information services*, Allied Publishers, Mumbai.
11. Kotler, Philip and Keller, Kevin L. *Marketing Management*, 12th ed. New Delhi: Prentice-Hall of India, 2007.

**Core Course**  
**LIS 305: INFORMATION PROCESSING AND RETRIEVAL THEORY: UDC AND INDEXING PRACTICE**

**OBJECTIVES:**

- 1.To impart knowledge on Universal Decimal Classification
- 2.To learn different Indexing systems
- 3.To explain the design and development of thesaurus

**OUTCOMES:**

- 1.Gain knowledge on Universal Decimal Classification
- 2.Learn different Indexing systems
- 3.Understand the design and development of thesaurus

**UNIT I: Information Processing and retrieval.**

- Information Retrieval System-Features, Components, Models and Evaluation.
- Information processing and retrieval: Basic concepts and role in information transfer.

**UNIT II: Indexing Languages.**

- Schemes of classification: DDC, CC and UDC.
- BSO
- Vocabulary control: Thesaurus
- Design of indexing languages.

**UNIT III: Indexing systems and techniques**

- Pre coordinate indexing: PRECIS, POPSI, Uniterm etc.
- Post coordinate indexing: KWIC, KWOC, Derived-Tile-Based.
- Citation indexing.

**UNITIV: Web-based Information retrieval system**

- Web indexing system,
- Web cataloguing, METADATA, MARC-21

**UNIT V: Universal Decimal Classification.**

- Classifying complex subject titles including periodical titles
- According to Universal Decimal classification.
- Indexing practice.
- Assigned Indexing practice.
- Derived indexing practice.
- Design and development of IR thesaurus

**RECOMMENDED BOOKS**

1. Anderson, D. Universal Bibliographic control .1976.
2. Aichinson, J. and Chilchrist, A. Thesaurus construction: A practical manual. 1972.
3. Austin, Derek. PRECIS: A Manual of concept analysis and subject indexing. London: The British library ,1984/
4. Brown A. G. Introduction to indexing and Abstracting. London: Libraries Unlimited ,1983.
5. Kochen, M. Ed. Principals of information Retrieval .1974.
6. Lancaster, FW. Information Retrieval Systems, Characteristics, Testing and Evaluation ,1968.
7. Salton, G. Introduction to Modern Information Retrieval .1983.
8. Sehgal, D. Indexing Languages and Theasauri Construction and Maintenance. 1974.
9. UNESCO. Common Communication Format. Paris. Unesco ,1988.
10. Vickery, BC. Techniques of Information Retrieval.1970.

**Skill Oriented Course - 5**  
**LIS 306(A): SOFTWARE FOR LIBRARIES: PRACTICE**

1. To get knowledge on D Space, Greenstone digital library softwares
2. To explain koha library management software, E-resources, Directory of open access journals
3. To provide an idea on designing of Web page and Data Mining

**Outcomes**

1. Attain knowledge on D Space, Greenstone Digital Library Softwares
2. Learn about Koha : Library Management Software, E-Resources, Directory of Open Access Journals,
3. Get an idea on designing of Web Page and Data Mining

UNIT I : Digital Library Packages, Dspace, and Greenstone

UNIT II : Library software packages SOUL, Koha

UNIT III: Internet and Databases searching

- Open Access Database: DOAJ, DOAR

UNIT IV : Library and Information Centre Web page design and creation using MARKUP language and on-line support.

UNIT V: Data Security, Network Security, Firewalls, Cryptographic Techniques, Anti-virus Software, Anti-spywave, Intrusion Detention system.

**Skill Oriented Course - 5**  
**LIS 306(B): SPECIAL LIBRARY SYSTEM**

UNIT I: Introduction to Special Libraries.

- Special Library – Definition, Characteristics and functions.
- Special Libraries and Information systems /Centers.

UNIT II: Special Libraries and Information Centers in India.

- Libraries of R&D organizations.
- Libraries of Government Departments.
- Libraries for Business. Trade and Management.
- Social Economic Development Research Institutions.
- Training Institutions.

UNIT III: Special library buildings, finance and services.

- Special Library Buildings and Furniture.
- Special Library Finances.
- User Needs survey.
- Planning and Organization of special library services.
- Searching Online and CD- ROM Databases.
- Information Products.
- Resource Sharing and Networking.

UNIT IV: Special Library Personnel and Collection Development

- Special library Personnel.
- Special library collection development: Books and NBM.
- Special library Collection development: Reference sources.

UNIT V: Organizations Promoting Special Libraries.

- Organizations Promoting Special libraries and Information Centers in India
- Role of Professional Bodies in the Promotion of Special Libraries and Information Centers: FID, SL, ASLIB, IASLIC.
- Education and Training in Special Librarianship.

RECOMMENDED BOOKS

1. Ashworth, W. Special librarianship . London: Clive Bingley, 1979.
2. Silva, M. Special libraries .London : Andre Deutsch. 1970
3. Strauss. L. j. et al. Scientific and technical libraries. 2nd ed. New York: Wiley, 1972. 4 .
- Struble, EG. Special libraries guide for management , New York: Speciallibrary Association .1966.
5. Atherton, PAULINE. Hand book for information systems and services. Paris. Unesco, 1977.

**Skill Oriented Course - 6**  
**LIS 307(A): INTERNSHIP**

Internship is compulsory to the students of third semester.

Duration: 45 Days

**OBJECTIVES:**

- 1.To develop skills on maintenance of all sections in the library
- 2.To provide knowledge on digital library
- 3.To summarize the skills on preservation and conservation of manuscripts and digitization

**OUTCOMES:**

- 1.Attain skills on all types of sections and its maintenance in libraries in which they underwent training
- 2.Get skills on maintenance of Digital Library
- 3.Learn the skills on preservation and conservation of manuscripts and digitization

**Skill Oriented Course - 6**  
**LIS 307(B): INFORMATION LITERACY**

**OBJECTIVES:**

1. To introduce the concepts of Information Literacy and sources of print and electronic information
2. To provide skills on information access through INFLIBNET Network
3. To examine the Internet and its search techniques and Intellectual Property Right

**OUTCOMES:**

1. Learn the concepts of Information Literacy and sources of Print and Electronic Information
2. Get the skills on information access through INFLIBNET Network
3. Able to understand the Internet and its search techniques and Intellectual Property Right

**UNIT I: Information and Information Literacy**

- Information - Concept, Characteristics and use.
- Information explosion.
- Organization of information.
- Flow of information.
- Information Literacy: Definition & need.
- Methods to end user training.
- Standards for evaluation of Information literacy.

**UNIT II: Sources of Information:**

- Documentary: Print, Non-print(including electronic)
- Non-Documentary: Human, Institutional.
- Categories: Primary, Secondary, Tertiary.
- Sources: Encyclopedias, Dictionaries, Directories, Year books, Geographical, biographical, Bibliographies, Indexes, Abstracts etc.
- Evaluation.

**UNIT III: Information and Communication Technology:**

- Introduction to Information Technology
- Network types & Topologies: LAN, WAN, MAN, Bus, Star, Ring etc.
- Information Access through networks: INFLIBNET, DELNET etc.

**UNIT IV: Internet:**

- History and Characteristics
- Uses of Internet
- Search techniques
- Web resources
- Evaluating internet information.

**UNIT V: Issues of the information age:**

- Evolution: Agriculture- Industrial- Information age.
- Preservation of the record of human knowledge.
- Intellectual property: Concept, Act etc.
- Information policy & Privacy.
- Right to information.

**RECOMMENDED BOOKS**

1. Kawatra, P.S. Text Book of information Science. A.P.H. Publishing Corporation, New Delhi.2000.
2. Guha, B. Documentation and Information: services, Techniques and Systems. The world press Pvt. Ltd. Kolkatta.1983.
3. Krishan kumar: Reference service. New Delhi, 1989.
4. Shores, Louies: Basic reference sources. Chicago. 1954.



**OOTC – 2**  
**LIS308: OPEN ONLINE TRANSDISCIPLINARY COURSE**

Open Online Transdisciplinary Course (OOTC)- Students can choose any relevant course of his/her choice from the online courses offered by Governmental agencies like SWAYAM, NPTEL., etc.,

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**SEMESTER -IV**  
**OOSDC**  
**LIS 401: OPEN ONLINE SKILL DEVELOPMENT COURSES**

**Open Online Skill Development Course (OOSDC) - Students can choose any Two relevant courses of his / her choice from the online courses offered by governmental agencies like SWAYAM, NPTEL, etc., to get 8 credits (with 4 credits from each course)**

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**LIS 402: PROJECT WORK**

Every student shall prepare a dissertation/project under the guidance a faculty member of the department and submit before the last examination of the fourth semester.

**Objectives**

- 1.To explain how to select the theme for their work
- 2.To provide guidance on writing styles, preparation of questionnaire, data analysis and interpretation of data and citation styles
- 3.To impart skills on findings and conclusion of the work

**Outcomes**

- 1.Gain Knowledge on how to select the theme for their work
- 2.Learn the writing styles, preparation of questionnaire, data analysis and interpretation and Citation styles
- 3.Get the skills on findings and conclusion in dissertation.