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

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

Semester- I

Theory:

Paper No.	Title of the Paper	Ext.	Int.	Total
ML-101	Information, Communication & Society	40	+10 =	50
ML-102	Introduction to Research Methodology	40	+10 =	50
ML-103	Information Retrieval	40	+10 =	50
ML-104	Management of Libraries & Information Centres-A	40	+10 =	50
ML-105	Information Technology: A (Theory)	40	+10 =	50
ML-106	Library and Users	40	+10 =	50
	Total			300

Semester- II

Theory:

Paper No.	Title of the Paper	Ext.	Int.	Total
ML-201	Library & Information Science Education	40	+10 =	50
ML-202	Statistical Techniques of Research & Bibliometrics	40	+10 =	50
ML-203	Bibliographic Control & Information Systems	40	+10 =	50
ML-204	Management of Libraries & Information Centres-B	40	+10 =	50
ML-205	Information Technology: B (Theory)	40	+10 =	50

Practical*:

Paper No.	Title of the Paper	Ext.	Int.	Total
ML-301	Information Technology Applications: Practical	80	+20=	100
ML-302	Project			100
ML-303	Library Fieldwork			25
ML-304	User Survey			25
	Total			500

*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.

Theory

ML-101   Information, Communication & Society   50

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

ML-102   Introduction to Research Methodology   50

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   12
           - concept and process of research
           - types of research – fundamental and applied
             including interdisciplinary and multidisciplinary approach
           - ethical aspects of research

Unit 2.   Research design   12
           - 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   12
           - historical method
           - descriptive method
           - survey method and case study method
           - experimental method
           - future research – Delphi

Unit 4.   Library and information science research   04
           - History
           - Current trends

ML-103   Information Retrieval   50

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.

Unit 1.   Information storage and retrieval   12
             - concept, components
             - indexing languages- types and characteristics
             - vocabulary control
             - tools of vocabulary control
             - structure and construction of and IR thesaurus
             - trends in automatic indexing

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

Unit 3.   Information analysis, repackaging and consolidation   08

Unit 4.   Information products   08
             - concept, types
             - design, development and marketing

ML-104   Management of Libraries & Information Centres-A   50

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   10
              - History, concept, and scope
              - styles, approaches
              - schools of thoughts
              - Qualities of a good manager
              - Functions
              - Principles of Urquhart

Unit 2.   Planning   12
              - 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   12
              - 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   06
               - Budgeting techniques and methods – PPBS, ZBB
              - Budgetary control
              - Cost effectiveness and cost-benefit analysis
              - Outsourcing
              - UGC' (India) contribution

ML-105   Information Technology: Basics Theory   50

The purpose of this paper is 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   10
            - components
            - Transmission media- bounded /unbounded
            - Transmission mode- simplex, half-duplex

Unit 2.   Networks   12
            - media- optical fiber, Ethernet
            - network interface card, hubs, routers
            - types - LAN, WAN, MAN
            - topologies - Bus, star, ring
            - OSI model

Unit 3.   Internet   12
            - 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   06

ML-106   Library and Users   50

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	10
Unit 2.	Information users and their information needs - categories of information users - information needs- definition and models - information seeking behaviour	10
Unit 3	User studies - methods, techniques of user studies - evaluation of user studies	10
Unit 4	Information literacy - concept, need, methods	10

ML-201   Library & Information Science Education   50

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,   12
             Knowledge management

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

ML-202   Statistical Techniques of Research & Bibliometrics   50

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   12
             - Questionnaire, Schedule
             - Interview
             - Observation
             - Scales and check lists
             - Library records and reports
             - Sampling techniques

Unit 2.   Data analysis and interpretation   10
             - 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   12
             - 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   06
             - Structure, style and contents
             - style manuals – Chicago, MLA, APA
             - e-citation

ML-203   Bibliographic Control & Information Systems   50

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	12
Unit 2.	Bibliographic organisation in India - National government efforts - NISCAIR, NASSDOC and other agencies - Commercial sectors	10
Unit 3.	UNISIST - rational, objectives, achievements, India's Participation	06
Unit 4.	International information systems - MEDLARS, CAS, BIOSIS, INSPEC, etc. - effects of internationalization - National policy on Library and Inf. Systems	12

**ML-204   Management Applications to Libraries & Information
             Centres-B   50**

*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   12
             - 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   10
             - definition, elements
             - quality audit, LIS related standards
             - technology management

Unit 3.   Management of change   12
             - 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   06

ML-205   Information Technology: Applications Theory   50

The purpose of this paper is 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   10
           - Concept, purpose
           - Examples - DELNET, INFLIBNET – services

Unit 2.   Digital libraries   10
           - 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   10
           - Multimedia
           - e-journals – nature, acquisition, evaluation
           - databases – types (bibliographic, full-text) –nature, evaluation

Unit 4.   Library automation and Library Software   10
           - 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-30 4   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

M.Lib.

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ML-101 & ML-201

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