UNIVERSITY OF PUNE
REVISED SYLLABUS FOR TWO YEAR INTEGRATED MLISc WITH SEMESTER PATTERN
MLISc Two year course (Semester Pattern)
2013-2014

1. **Title of the Course** – Master in Library & Information Science (MLISc)

2. **Duration of the Course** : Two years (Four Semesters)

3. **Objectives of the Course** :

   i) To impart training in basic principles of librarianship and information science.

   ii) To train persons in the art of library management and in the techniques of librarianship and information science.

   iii) To acquaint the candidates generally with the social, cultural educational and communicational aspects of library and information service.

   iv) To provide through understanding of IT application in information environment including network and communication system.

   v) To develop research skill in students and enable them to carry out research in Library Information Science.

4. **Introduction**: Department of Library and Information Science, University of Pune conducts two years Integrated Semester Credit based Course.

5. **Eligibility:** The course shall be open to any graduates of any University, recognised by the University of Pune.

M. LISc (Semester Pattern and Credit base system)
Two Years Course in Department of Library and Information Science
University of Pune
Revised Syllabus (w.e.f. 2013-2014)
Eligibility and all other details similar to earlier pattern

Structure of the Syllabus is as follows

MLISc

Semester – I

	Credit
LISc-101 : Foundation Course in Library and Information Science	4
LISc-102 : Information, Communication & Society	4
LISc-103 : Information Technology : Basic-Theory	4
LISc-104 : Management of Libraries and Information Centres-A	4

Semester – II

LISc-201 : Knowledge Organisation, Information Processing : Theory	4
LISc-202 : Knowledge Organisation, Information Processing : Practice	4
LISc-203 : Information Technology Applications – Theory	4
LISc-204 : Information Services and System	4

Semester – III

LISc-301 : Knowledge Organisation , Information Processing : Practice	4
LISc-302 : Research Methodology	4
LISc-303 : Information Technology Applications – Practice	4
LISc-304 : Electives (Any One)	4

 1. Information Literacy
 2. Electronic Information resources
 3. Use & User's study
 4. Archives Management
 5. Technical writing

Semester – IV

LISc-401 : Dissertation	4
LISc-402 : Information Retrieval	4
LISc-403 : Management of Library & Information Centres – B	4
LISc-404 : Electives (Any One)	4

- Science / Social Science/Humanities Information System
- Multimedia Application Development
- Information Analysis Repackaging & Consolidation
- Public Library System
- Special Library System / Academic Library System
- Digital Library
- Local History Librarianship

Course No.	Course Title	Total Credits	
	SEMESTER – I (TOTAL 16 CREDITS)		

LISc-101	Foundation Course in Library and Information Science
	
	Aim of this paper is to familiarize the students with the philosophy of Librarianship, Laws of Library Science and their implications.
	
	The Objectives are:
	1. To make students aware about the types of libraries and library associations.
	2. To introduce the concept of resource sharing and library movement.
	
	Unit 1
	    a) History of Libraries- Origin, development with special reference to India
	    b) Library as a Social Institution
	    c) Education & Libraries.
	    d) Culture & Libraries.
	    e) Reading Habits
	
	Unit-2:
	    a) Normative Principles of Library Science- Five Laws of Library Science by S. R. Ranganathan
	    b) Types of Libraries (Academic, Public Special And National): Characteristics, Sections and functions
	
	Unit-3:
	    a) Professionalism
	    b) Professional Associations
	    c) Library & Information Science Education
	
	Unit-4:
	    a) Library movement with special Reference to India.
	    b) Library Legislation with special Reference to Maharashtra Public Libraries Act.
	    c) Public Relations and Extension Activities
	    d) Resource Sharing and Consortia: Concept
		04	

LISc-102	Information, Communication & Society	04		
	Aim: The intention of this paper is to introduce concept of information and knowledge management.			
	Objectives: 1. To introduce the concept of information and communication, information economics, information management, knowledge management 2. To introduce copyright act, information policies			

	Unit-1:
	   a. Data, Information and Knowledge
	   b. Economics of Information.
	   c. Information Management.
	   d. Knowledge Management.			

	Unit-2:
	   a. Information Science
	   b. Genesis, development and evolution of Information society
	   c. Changing role of LICs in information society
	   d. Information industry: generators, providers and intermediaries.			

	Unit-3:
	   a. Communication channels
	   b. Communication barriers
	   c. Communication models
	   d. Communication skills – practice			

	Unit-4:
	   a. Copyright Act, Intellectual Property Right, Right to Information Act.
	   b. National Information Policy, National Knowledge Commission			

LISc-103	Information Technology Basics: Theory and Practice Aim: The purpose of this paper is to provide knowledge about the information technology and its applicability in library & Information centers	04		

	Objectives : 1. To introduce computer and its components 2. To familiarize the students with various operating systems an Internet Searching **Unit-1:** a. Information Technology: Definition, need, scope, components and objectives b. Historical background of computers c. Architecture of computers **Unit-2:** a. Operating systems : Single user operating system; multiple useroperating systems, b. Programming languages, c. Algorithms Flow charting; Search and sorting Algorithms **Unit-3** a. Internet – Features, Protocols, Security etc. b. Search engines c. Search Strategies **Unit-4: Practice** a. Use of Operating System. b. Word Processors. c. Database Creation, Search & retrieval. d. Internet Searching			
LISc-104	**Management of Libraries and Information Centres –A** **Aim: The intention of this paper is to prepare students to carry out library house keeping operations.** **Objectives :** 1. To train students in selecting and acquiring documents. 2. To teach the practices of accessioning, circulation and maintenance of documents. **Unit-1:** a) Management: Concept, definition. b) Functions and principles of Scientific Management (Henri Fayol) & their applications to library and information centers. c) Organizational structure **Unit-2:**	04		

	a) Collection Development
	    - Policies
	    -Acquisition of Books& Serials (Selection, Ordering)
	b) Technical Processing
	c) Circulation Control
	d) Maintenance
	e) Stock Verification
	
	Unit-3:
	    a. Financial management: - Sources of Finance, Methods of estimation of finance.
	    b. Budgeting Techniques andmethods: PPBS, ZBB etc.
	    c. Budgetary control: Cost effectiveness & cost benefitanalysis.
	Unit 4:
	    a) Library Committee.
	    b) Library Statistics.
	    c) Library Reports.
	    d) Library Rules & Regulations.
	    e) Library Building & Space Management		

SEMESTER – II (TOTAL 16 CREDITS)

LISc-201
 	
A
	Knowledge Organisation, Information Processing: Theory
	
	Aim: the purpose of this paper is to impart knowledge about theories and practices in knowledge organization and document description.
	
	Objectives:
	1. To introduce various concepts and theories in classification and cataloguing.
	2. To provide knowledge about standard schemes of classification and various standards in document description and bibliographic exchange
	
	Classification Theory
	
	Unit-1:
	    a. Classification: definition, need & purpose
	    b. Library classification: need, purpose and function
	    c. Special features of book classification schemes
	    d. Notation: meaning, need, types, qualities
	    e. Call number: parts and their functions
	    f. Subject formation modes
	
	Unit 2 –
		04	

		a. Species of classification schemes: enumerated and faceted b. DDC: general outline, notation, main class order, hierarchical structure, relative location, synthetic devices, phoenix Schedules; maintenance and revision. c. Brief introduction to major book classification schemes (LC, CC, UDC) d. Normative principles: canons (of Characteristics and notation), phase relations, five fundamental categories, devices, helpful sequence e. Current trends in classification			

B		**Cataloguing Theory**
		Unit-1:
		    a. Technical reading of a book.
		    b. Role of a cataloguer.
		    c. Library Catalogue: Definition, Objectives, Purpose & Functions, Difference between Library Catalogue and Bibliography.
		    d. Forms (Kinds) of Library Catalogue.
		    e. Physical forms of Library Catalogue.
		    f. Entries & their functions.
		Unit-2:
		    a. History of catalogue codes.
		    b. Standardization of Bibliographic Description ISBD(M), ISBD(S), ISBD(NBM)
		    c. Bibliographic Record Format (UNIMARC, CCF, MARC21)
		    d. Normative Principles and canons of Cataloguing
		    e. Subject Cataloguing
		    f. Metadata			

LISc-202		**Knowledge Organisation, Information Processing: Practice** **Aim: The purpose of this paper is to provide practice in document classification and cataloguing.** **Objectives:** **1. To impart skills in using DDC in classifying various documents** **2. To impart skills in cataloguing documents using AACRII**	04		

A		**Classification**
		Dewey decimal classification (latest edition)
		Unit-1:
		    d. Main class; three summaries.
		    e. Synthesis in the schedules			

B	f. Use of 7 tables. **Unit -2:** a. Multiple syntheses **Cataloguing** a. Document Description according to AACRII (Latest Edition) Personal author/s; Collaborator; Sharedresponsibility; Institutions, Government, Proceedings etc. b. MARC21			
LISc-203	**Information Technology Applications - Theory** **Aim:** The purpose of this paper is provide knowledgeabout the ICT and its applicability in library andinformation centers **Objectives:** 1. To introduce concepts such ofnetworks, their types and uses inlibraries, digital library 2. To familiarize students with librarysoftwares and their evaluation 3. To develop skills to plan andimplement library automation **Unit-I:** a. Library Automation: Planning and Implementation b. Automation of in-house operations; retrospective conversion; Bar-coding, RFID etc. c. Library Software Packages: SOUL, LIBSYS, CDS/ISIS etc. d. Open Source Software : Concept and examples e. Evaluation of library Softwares. **Unit-II:** a. Network:Components, types,topologies, Protocols, media, hardware b. Library Network: Local, National and International (INFLIBNET, DELNET, OCLC). c. HTML basics d. Library Websites: Contents, Design and Evaluation **Unit-III :** a. OAI: Concept b. Digital Libraries: - Genesis, definition, objectives & scope, Digitization processes: input capture devices, image editing software & OCR c. File formats: image formats, audio formats, storage media	04		

	formats,
	d. Digital Content Management: Concept, Softwares
	e. Artificial Intelligence
	
	Unit-IV
	    a. Web 2. 0: features and functions and features, tools and their applications in Libraries (Weblogs, Podcasts, RSS Feed, Instant Messaging, Wikis, Flickr, Social Networking etc.)
	    b. Web 3. 0 Functions and features
	    c. Current Trends in IT :Cloud Computing, etc.			

LISc 204	**Information Sources & Services**
	
	Aim: The paper aims to provide in-depth knowledge about information Sources and services.
	
	Objectives:
	1. To familiarize students with various information Sources and services.
	2. To introduce the nature and purpose of reference and other services
	
	Unit-1:
	    a. Reference Sources: meaning, definition, Types, characteristics, functions, importance and criteria for evaluation (Print & Electronic).
	    b. Type of Information Sources: primary, secondary, tertiary (Print & Electronic)
	
	Unit-2:
	    a. Reference Service: Concept, Definition, Trends.
	    b. Reference Interview, online reference service.
	    c. Information Services- CAS, SDI, Bibliographic and referral services.
	    d. Document Delivery & Translation services
	
	Unit-3:
	    a. Information consolidation, analysis and repackaging: Concept
	    b. Information systems: - Concept, Types, Characteristics & components
	    c. National andInternational Information systems:Services and products.
		04		

	Unit-4: Practice
	        Study and Evaluation of Reference and Information
	        Sources. (Print & Electronic)		

SEMESTER – III (TOTAL 16 CREDITS)

LISc 301	**Knowledge Organisation, Information Processing: Practice** **Aim: The purpose of this paper is to provide practice in document classification and cataloguing** **Objectives:** **1. To impart skills in using UDC** **2. To impart skills in cataloguing of non-print materials**	04	
A	**Classification** - Classification of documents according to UDC		

B	**Cataloguing**
	Cataloguing of non-print materials
	    a. Cartographic materials
	    b. Microforms
	    c. Sound Recordings
	    d. Motion Pictures & VideoRecordings
	    e. Electronic Resources		

LISc 302	**Research Methodology**
	Aim: Aim of this paper is to impart knowledge and skills about research methods to MLISc students so as to enable them to carry out research in librarianship
	
	Objectives:
	
	    1. **To impart knowledge about the concept and process of research**
	    2. **To develop acquaintance with research methods and techniques**
	    3. **To familiarize students with style of writing research report**
	
	Unit-1:
	    a. Research: Concept, definition, importance of research in librarianship
	    b. Scientific method
	    c. Spiral of scientific research
	    d. Research Designs- exploratory, explanatory, qualitative,		

	and quantitative		

Unit-2:
   a. Steps in research: Identification and formulation of research problem, Literature review, hypotheses
   b. Designing research proposal

Unit-3:
   a. Research Methods: Historical, Experimental, Descriptive (Survey & Case Study)
   b. Bibliometric, Scientometric, Webometrics, Citation analysis.
   c. Content analysis and Delphi technique
   d. Sampling
   e. Research Techniques & Tools: Questionnaire, interview, and observation

Unit-4:
   a. Statistical techniques: Frequency distribution, Measure of central tendency, Measure of variability, correlation, Chi-square test, statistical packages
   b. Data presentation techniques: tables, graphs, etc.
   c. Research report: meaning, need, types; structure, style of writing, contents;
   d. Style manual.
   e. Current trends in LIS research

| LISc 303 | **Information Technology Applications - Practice**

Aim: The overall purpose is to provide students handsonexperience in the use of ICT for providing libraryand information services

Objectives:
    1. **To provide handson experience in the use of library software, CD and Internet search**
    2. **To develop skills in web page designing.**

Unit-1:
a. Creation& Maintenance of database by using library software package. (Minimum 50 Records)

Unit-2: | 04 | |

	a. CD-ROM/Database Searching b. Digitization of documents (scanning, OCR etc.) **Unit-3:** a. Internet Searching – Web 2.0 tools b. Content management software **Unit-4:** a. Web page design			

LISc
304
	# Electives (Any one)
	
	A Information Literacy:
	Aims: this paper aims to develop the information literacy skills among the students.
	
	Objectives:
	    1.To create awareness and provide knowledge of information literacy.
	    2.To develop information literacy skills
	UNIT – I :
	  a) Concept, Need and Objectives and types.
	  b) Standards in Information Literacy
	
	UNIT - II :
	  a) Information LiteracyProgramme: National and International Scenario
	
	UNIT – III :
	  a) Information Literacy Products: Library Brochure, Database Brochure, Web-based Access Instructions, Information Bulletin.
	
	UNIT- IV :
	  a) Designing and testing of Information Literacy module
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	B **Electronic Information Sources:**
	
	Aims: this papers aims to make familiar with the different electronic information sources and their evaluation.
	
	Objectives:
	  1. To impart knowledge about electronic information sources
	  2. To familiarize the students with the acquisition and
		04	

management of electronic information resources

Unit 1:
 a. Meaning, Definition And characteristics
 b. Growth and development and types of EIRs.

Unit 2:
 a. Acquisition and Management of Electronic Information Sources
 b. Evaluation of electronic information Sources

Unit 3:
 a. Institutional Repositories: Concept, Nature and Need
 b. Institutional Repositories in India
 c. Subject gateways and digital libraries, Archives, Databanks, Referral centres and institutional websites etc.

Unit 4:
 a. Library Consortia: Concept, need, advantages etc.
 b. UGC-Infonet, INDEST, FORSA, HELINET, CSIR, IIM etc.
 c. Social Networking

C. Use and User Study

Aim: The aim of this paper is to educate thestudents about techniques of user survey and providethem knowledge about use study.

Objectives:

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

Unit-1:
 a. Categories of users
 b. Information needs: definitions and models
 c. Information seeking behaviour

Unit-2:
 a. Use study: Importance, planning and organisation of use studies
 b. User studies: Methods, techniques and strategies

Unit-3:

    a. User education

    b. Information literacy

Unit-4:

    a. Creation of instructional manual – print and electronic

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D. Archives Management

Aim: This paper aims to familiarize the students with various archives management

Objectives:
1. To provide knowledge about the processing and organization of archives
2. To make them aware of various preservation strategies.

Unit 1.

    Archives: Definition, need and types

Unit 2.

    a. Collection development: Acquisition, Processing and Organization of Archives.

Unit 3.

    a. Preservation and storage: Need and Methods

    b. Digital Archiving

Unit 4.

    Archives – National and International

E. Technical Writing

Aims: This paper aims to impart knowledge and skills of technical writing

Objectives:
1. To make them aware of importance of technical writing
2. To make them aware about the various publication ethics.

Unit 1.

	Technical writing:Definition, Nature, Principles
	Unit 2.
	    Planning & Organization of Technical / Scientific writing
	Unit 3.
	    Publication ethics
	Unit 4.
	Practice – writing technical papers			

SEMESTER – IV (TOTAL 16 CREDITS)

LISc 401	Dissertation	04		

LISc 402	**Information Retrieval**
	
	Aim: 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
	  2. To familiarize students with Information retrieval models and develop skills in designing thesaurus
	
	Unit-1:
	  a. Information Retrieval System: Concept, Definition, characteristics, Components & Functions
	  b. Indexing: Concepts & Methods- Pre & post coordinate indexing systems & citation indexing.
	  c. Abstracting: Concept & Types.
	
	Unit-2:
	  a. Indexing Languages & Vocabulary Control.
	  b. Natural Language indexing
	  c. Search Strategies
	  d. IR Thesaurus: structure and design
	
	Unit-3:
	  a. Information Retrieval models
	  b. Evaluation of IR systems
	
	Unit-4:
	    Design & development of IR Thesaurus.
		04		

LISc	Management of Library & Information Centres – B	04		

403	Aim: The intention of this paper is to inculcate managerial skills and techniques 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 of HRD, TQM , management of change and marketing of library and information services		
	Unit-1:		
	a. History of Management Schools of thought		
	b. Management Styles and approaches, Urquhart's Principles		
	c. MBO		
	Unit-2:		
	a. System analysis and design		
	b. Performance evaluation		
	c. Management of Information system		
	d. Project Management		
	e. PERT/CPM; Re-engineering;SWOT.		
	Unit-3:		
	a. Management of change: Concept, problems & techniques.		
	b. TQM: Definition, concept, element, quality audit		
	c. Disaster management		
	d. Marketing of Library and Information Services		
	e. Current trends in Library Management		
	Unit-4:		
	a. Human resource planning & management- Job description and analysis, Job evaluation; Inter personal relations; Recruitment procedures; Motivation, Delegation, Decision making; Training and development;Performance appraisal; leadership qualities		
LISc 404	**Electives (Any One)** **A. Science Information System** Aim: This paper aims to develop and manage Science Information Systems **Objectives:** 1. To give knowledge about the discipline 2. To develop skills in designing and maintenance of Science	04	

Information System

   a) Study of the specialized subject/discipline – its structure& development; definition, terminology, branches and landmarks in the subject/discipline.
   b) Planning, design and evaluation of information systems.
   c) Database design, creation and development in the area.
   d) Information systems and networks in the subject/disciplines.
   e) Studying of information source & services.
   f) Internet based sources and services.

B. Social Science & Humanities Information System

Aim: This paper aims to develop and manage Social Science Information Systems

Objectives:
1. To give knowledge about the discipline
2. To develop skills in designing and maintenance of Social Science Information System

   a) Study of the specialized subject/discipline – its structure& development; definition, terminology, branches and landmarks in the subject/discipline.
   b) Planning, design and evaluation of information systems.
   c) Database design, creation and development in the area.
   d) Information systems and networks in the subject/disciplines.
   e) Studying of information source & services.
   f) Internet based sources and services.

C. Multimedia Application Development

Aim: This paper aims to provide knowledge about the concept of multimedia and its application in libraries and information centers.

Objectives:
1. To provide knowledge about multimedia and its related concepts.
2. To impart skills in the application of multimedia in Library & Information centers.

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Unit-1:
   a. Multimedia: Basic concepts & Application in Library & Information Services.

Unit-2:
   a. Image representation & Processing

Unit-3:
   a. Multimedia Information Delivery

Unit-4:
   a. Project work in multimedia

D. Information Consolidation, Analysis and Repackaging

Aim:
     Aim of this paper is to develop skills in information analysis, and repackaging

Objectives:

1. **To impart knowledge of abstracting and other aspects of information analysis, and repackaging**
2. **To impart skills in information analysis and repackaging**

Unit-1:
Information Consolidation analysis and repackaging: meaning and need

Unit-2:
Abstracting: need, types of abstracts, guidelines in preparing abstracts

Unit-3:
   a. Information products: meaning, steps in development
   b. Types- User manual, indexes, bibliographies, trend reports, state of the art report, newsletter etc.
   c. Marketing

Unit-4:
   a. Current trends in information analysis and consolidation
   b. Project work

E. Academic Library System
Aims:This Paper aims to develop and manage Academic

Library System.

Objectives:
1. To give knowledge about the Academic Library.
2. To make them aware about collection development policy and financial management

Unit 1.
   a. Definition, Types, Functions
   b. Users and their needs.
   c. Role of UGC in Development of Academic Libraries

Unit. 2.
   a. Collection Development Policy.
   b. Procedure for Selection and Acquisition of documents
   c. User participation in Collection Development
   d. Impact of changing Media of Information.
   e. Resource Sharing: Consortia and Networks

Unit. 3
   a. Reference and Referral service
   b. Information Literacy
   c. Documentation Services
   d. Manpower Planning

Unit 4:
   a. Financial management: Concept
   b. Sources of Finance

F. Public Library System

Aims:This paper aims to develop and manage Public Library System.

Objectives:
1. To give knowledge about the Public Library
2. To make them aware about Library Legislation and Financial Management

Unit 1.
   a. Definition, Types, Functions
   b. Users and their needs.
   c. Public Library Development in India
   d. Library Legislation

Unit. 2.
   a. Collection Development Policy.

b. Procedure for Selection and Acquisition of documents
 c. User participation in Collection Development
 d. Impact of changing Media of Information.
 e. Resource Sharing: Consortia and Networks
 	
 Unit. 3
     a. Reference and Referral service
     b. Information Literacy
     c. Documentation Services
     d. Manpower Planning
 	
 Unit 4:
     a. Financial management: Concept
     b. Sources of Finance
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 ## G. Special Library System
 Aims: This paper aims to develop and manage Special Library System.
 	
 Objectives:
 1. **To study the functions of Special Library.**
 2. **To know the users needs of a Special Library.**
 3. **To make them aware of consortia and network in the Special Library.**
 	
 Unit 1.
     a. Definition, Types, Functions
     b. Users and their needs.
 	
 Unit. 2.
     a. Collection Development Policy.
     b. Procedure for Selection and Acquisition of documents
     c. User participation in Collection Development
     d. Impact of changing Media of Information.
     e. Resource Sharing: Consortia and Networks
 	
 Unit. 3
     a. Reference and Referral service
     b. Information Literacy
     c. Documentation Services
     d. Manpower Planning
 	
 Unit 4:
     a. Financial management: Concept
     b. Sources of Finance		

H. Digital Libraries

Aims: This paper aims to develop and manage Digital Libraries.

Objectives:
1. To give knowledge about the Digital Library
2. To make them aware about he Digitization, Open Source Software.

Unit I:
    a. Definitions, Concept
    b. Objectives and Scope, Growth, development and Services
    c. Electronic Library: development and Services
    d. Virtual Libraries: development and Services

Unit II:
    a. Collection Development
    b. Image formats, Audio formats
    c. Storage Media Formats
    d. Digitization ,Tools and Process
    e. Equipment's: Scanners, Digital Camera

Unit III:
    a. Hardware and Software, OCR, Image Editing Software
    b. Open Source Software: D-space, Eprint, Greenstone, Fedora etc.
    c. Metadata: Definition, Types, Creation, Standards
    d. Preservation Technologies
    e. IPR issues in Digitization
    f. Open Access, Copyright and Creative Commons
    g. Fair Use of digital information
    h. Plagiarism and Infringement
    i. Digital Content Management

I. Local History Librarianship

Aims: This paper aims to develop the Local History Librarianship

Objectives:
1. To give the knowledge about the local history Librarianship
2. To familarise the sources of local history.

Unit I:
    a. Concept, Scope and importance

Unit II:
    a. Sourcesfor local history librarianship

	Unit III: a. Collection development and management		
	Unit IV: a. Field work		

Suggested Readings:

SEMESTER – I

LISc- 101 Foundation Course in Library and Information Science

1. Burahohm, Alka. Various aspects of librarianship and Information Science. New Delhi: Ess Ess, 2000.
2. Chapman, Elizbeth A and Lyden, Frederick C. Advances in Librarianship. 24th Vol. San Diego: Academic Press, 2000
3. IFLA Standards for Library Services, 2nd Ed. Munich: Verlag, 1977
4. Khanna, J.K. Library and Society, Kurukshetra: Research Publisher, 1987
5. Kumar, P.S.G. Fundamentals of information science. Delhi: S.Chand, 1997
6. Kumar, P.S.G. Indian Library Chronology, Ed.2 Bombay: Allied 2000.
7. McGarry.K.J Changing context of Information, 1993.
8. Ranganathan, S.R. The Five Laws of Library Science, Ed. 2 Bangalore: Sarada Ranganathan Endowment for Library Science, 1999.
9. Sahai, Srinath. Library and Community. New Delhi: Today & Tomorrow, 1992
10. Sharma, Pandy.S.K Library and Society. Ed. 2 Delhi Ess Ess, 1992
11. Surendra Singh and Sonal Singh. Ed. Library, Information and Science and Society. New Delhi: Ess Ess, 2002
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LISc-102: Information, Communication & Society

1. FID: Finding New Values and Services of Information, 1994
2. McGary K.J Communication, Knowledge and the Librarian, 1975
3. McGary K.J The changing context of information Technology, 1986
4. Rodriguez, Mur and Ferrante, A.J. Information Technology for the 21st Century: Managing the change, 1996
5. Satyanarayana, N.R and Satyanarayana, R ed. Problems of Information Science, 1996
6. Shera, J.H The Foundation of Education Librarianship, Bombay, Asia, 1970
7. Information Flow in non-R&D context: Seminar Papers; 14th IASLIC conference, New Delhi
8. Masuda, Y. The Information Society, 1980 19
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13. Venkatappaiah, V. Indian Library Legislation, 2nd Vol. New Delhi: Daya, 1990

LISc: 103 Information Technology Basics: Theory and Practice

1. Arvind Kumar. Ed. Information Technology for all (2Vol). New Delhi, Anmol, 2006
2. Bansal, S.K. Information Technology and Globalisation, New Delhi: A.P.H. publishing corporation, 2005
3. Basandra, S.K: Computers Today, New Delhi: Golgotia, 2002
4. Decson, Eric. Managing with Information Technology, Great Britan, Kogan page Ltd.2000
5. Forrester. W.H and Rowlands, J.L. The Online searcher's companion London, Library Association, 2002
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