Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati

AUTONOMOUS

Course Structure for M.Lib.I.Sc.

Semester	Paper code	Title of Paper	No of Credits
I	MLIS 101	Information, Communication & Society	4
	MLIS 102	Introduction to Research Methodology	4
	MLIS 103	Information Retrieval	4
	MLIS 104	Management of Libraries & Information Centres -A	4
	MLIS 105	Information Technology: (Theory)	4
		Certificate Course	2
		Sem -I Total Credits	**22**
II	MLIS 201	Management of Libraries & Information Centre's –B	4
	MLIS 202	Statistical Techniques of Research Bibliometrics	4
	MLIS 203	Bibliographic Control & Information Systems	4
Annual	MLIS 204	Project	4
	MLIS 205	Information Technology Applications : Practical	4
		Certificate Course	2
		Sem - II Credits	**22**
		Total Credits	**44**

SYLLABUS CBCS FOR M.Lib.I.Sc. (w. e. From June, 2019)
Academic Year 2019-2020
Semester – I

Class : M.Lib.I.Sc.
Paper Code: MLIS 101   **Title of Paper :** Information, Communication and Society
Credits : 4   **No. of Lectures** : 60

A) Learning Objectives:

1 .To introduce to the students the concept of Information & its Communication in Knowledge Society.
2. To familiarize the students with professionalism & LIS Education
3. To introduce students with the concept of Economics of Information and Information Industry & Knowledge Management.

B) Learning Outcomes:

1. Can manage information resources and the information life-cycle through the processes of collection development, organization, preservation, conservation, access, and dissemination in accordance with physical, virtual, and technical infrastructure and needs

TOPICS / CONTENTS:

	Total No Of Credits = 04
UNIT 1	**Information , Communication & Knowledge Society** (15L) 1.1 Information: Characteristics & Properties of Information, Use of Information in R & D, Business and Industry, Planning & Policy making, Management and Decision Making 1.2 Information & its communication: meaning, forms and channels of communication, formal and Informal communication, models of communication, scientific communication, barriers of communication, library as a channel of communication. 1.3 Knowledge Society and the Library : Knowledge Society: Genesis, Characteristics and Implication & Changing Role of LIC& professionals in Knowledge Society
UNIT2	**Library and Information Science Education & Professionalism** (15L) 2.1 Library and Information Science Education: definition of professional education, components of professional education, LIS as a discipline, levels & curriculum of LIS Education in UK, USA and India, methods of teaching and evaluation in LIS Education, Accreditation of LIS Education in India, UK,& USA 2.2 Professionalism: definition of profession & its characteristics, definition of Librarianship & changing role of library profession, role of professional associations in promoting librarianship, professional ethics (definition, concept, need & purpose)
UNIT 3	**Information and Knowledge Management** (15L) 3.1 Information Management : concept & methods 3.2 Knowledge Management : definition, objectives, methods & tools
UNIT 4	**Economics of Information** (15L) 4.1 Concept, and Substance of Economics, Economics of information 4.2 Economic Characteristics of Information as a commodity 4.3 Information & Knowledge Industry -definition & kinds of knowledge industry (to be listed only) Information Industry Components: Generators, providers & intermediaries of Information

Class : M.Lib.I.Sc.

Paper Code : MLIS 102 **Title of Paper :** Introduction To Research Methodology
Credits : 4 **No. of Lectures :** 60

A) Learning Objective:
1. To introduce application of Research Methodology in LIS and inculcate research skills among the Students.
2. To familiarize the students with various research methods
3. To give exposure to current trends of Research in LIS.

B) Learning Outcomes:
1. Students will be able to learning the library and information science research

TOPICS/CONTENTS:

	Total No Of Credits = 04	
UNIT 1	**Research**	**(15L)**
	1.1 Research: definition, characteristics, objectives,	
	1.2 types of research-Pure, Applied	
	1.3 research including interdisciplinary and multidisciplinary research & ethical aspects of research	
UNIT 2	**Research Design**	**(15L)**
	2.1 Research Design: definition, steps in research, identification of problem, Literature search, hypothesis,	
	2.2 designing research proposal	
UNIT 3	**Research Methods**	**(16L)**
	3.1 Research Methods: historical method, descriptive method, survey method, experimental method, case study method, future research,	
	3.2 Methods: content analysis, citation analysis evaluation research, comparative Librarianship, Introduction to Webometrics, Librametry,	
UNIT 4	**Library and Information Science Research**	**(14L)**
	4.1 History	
	4.2 Current trends in LIS research	

Class : M.Lib.I.Sc.

Paper Code : MLIS 103   **Title of Paper :**   Information Retrieval

Credits   : 4   **No. of Lectures :** 60

A) Learning Objectives:
1. To understand use of indexing techniques, vocabulary control & search strategies for Information Storage & Retrieval.
2. To familiarize students with Information retrieval models and develop skills in designing thesaurus.
3. To introduce Consolidation & Repackaging of Information into Information   Products.

B) Learning Outcomes:
1. Students will be able to construct a keyword search statement in order to find relevant information

TOPICS/CONTENTS

	Total No Of Credits = 04	
UNIT 1	**Information Storage and Retrieval**	**(16L)**
	1.1 definition, purpose, components and types of information retrieval system	
	1.2 Role of Indexing in Information Retrieval Types of Indexing- pre-coordinate (Dr.S.R.Ranganathan's Chain indexing, POPSI, PRECIS, SLIC), Post coordinate (UNITERM) and automatic Indexing (KWIC, KWAC, KWOC)	
	1.3 Indexing languages and vocabulary control: definition, purpose & tools Thesaurus Structure , thesaurus relationships & construction	
UNIT 2	**Retrieval of Information**	**(15L)**
	2.1 Models for information retrieval: Input- Output Models and Theoretical Models.	
	2.2 Information search and search strategy : type of search- keyword search, Phrase search, keyword and subject search, truncation search, range search , Boolean logic and Venn Diagram.	
	2.3 Searching the web	
UNIT 3	**Evaluation of Information Storage and retrieval system**.	**(12L)**
	3.1 Evaluation- need, types and criteria with example e.g. Cranfield Study and MEDLARS Test.	
	3.2 Current Trends in Information Retrieval: searching the web, open access repository and its creation, Portal- vortal, Data mining, Automatic text summarizing, Information standards and protocols.	
UNIT 4	**Information Repackaging and Products**.	**(17L)**
	4.1 Information analysis, repackaging and consolidation: Concept, definition, packaging and repackaging. Information consolidation activities, need, steps in information consolidation and repackaging process and advantages.	
	4.2 Information Products: concept , types, design and development of information products.	
	4.3 Marketing of information products and services: concept, need, market research, price, marketing mix, factors influencing the market.	
	4.4 Trends in Information Analysis, Repackaging & Consolidation including electronic content creation & document delivery	

Class **:** M.Lib.I.Sc.

Paper Code: MLIS 104   **Title of Paper   :** Management Of Libraries and Information
                                                        Centres – A

Credits **:** 4   **No. of Lectures :** 60

A) Learning Objectives:
   1. To study the functions of management & their application to librarianship.
   2. To familiarize students with the concept HRD, planning and systems of financial management
       and control.

B) Learning Outcomes:
   1. The students are able to identify & describe the characteristic of library management systems.

TOPICS/CONTENTS

	Total No Of Credits = 04	
UNIT 1	**Management** 1.1 History, Concept, Functions and scope 1.2 styles, approaches 1.3 Schools of management 1.4 Qualities of a good manager 1.5 Principles of Urquhart	**(15L)**
UNIT 2	**Planning** 1.1 Planning: definition, need, types, principles, steps, 1.2 policies & procedures, MBO, decision making 1.3 Building and Space management in LICs, Risk & Contingency management	**(14L)**

UNIT 3	**Human Resource Management**
	 1.1 Organization structures, authority & its characteristics, delegation of Authority:
	       modes, principles
	 1.2 Human Resource Management : concept, job analysis, job description & job
	       specification, recruitment & hiring procedures, training & development, discipline
	       & grievances, performance appraisal, motivation & leadership theories
		(16L)

UNIT 4	**Financial Management** 2.1 Budgeting techniques & methods -PPBS, ZBB 2.2 Budgetary control systems: cost-effectiveness & cost- benefit analysis 2.3 Outsourcing-concept, need, benefits, limitations, library services to be outsourced	**(15L)**

Class : M.Lib.I.Sc.

Paper Code : MLIS 105 **Title of Paper** : Information Technology: Basics
(Theory)
Credits : 4 **No. of Lectures** : 60

A) Learning Objectives:
1. To introduce the concept & use of ICT and its application in Libraries and Information Centers.
2. Development of skills in planning and implementation of library automation
3. Study of digital library, use of e-documents & current trends in the use of ICT

B) Learning Outcomes:
1. Will be trained in Information Communication Technologies knowledge and Library automation Skills.
2. Students will be able to choose appropriate database in order to search for scholarly articles on Their topics

TOPICS/CONTENTS:

	Total No Of Credits = 04
UNIT 1	**Information & Communication Technology: Basics & Library Automation and Library Software** (14L) 1.1 Information & Communication Technology: Basics of Communication technology, Components, transmission media (bounded , unbounded), transmission Mode (Simplex, half – duplex, full duplex, Multiplex), bandwidth (voice band, medium band, broadband)
UNIT 2	**Networks & Internet** (16L) 2.1 Networks: definition, media (Optical fiber, Ethernet, Network Interface Card, Hubs, Routers), switching techniques (Packet switching, circuit switching, cell switching),networks architecture (Peer to peer, client – server),OSI model 2.2 Internet : Brief History, Components ,connectivity (dial up, leased lines, ISDN – broadband, cable-internet, wireless , Internet over satellite), internet protocols(TCP/IP, HTTP, FTP),browsers & search engines :concept, types, examples, network based information services, Internet Security ,Intranet, Extranet
UNIT 3	**Digital Library & Electronic Documents** (17L) 3.1 Digital Library: genesis, definition, characteristics, objectives ,digitization devices (Scanners, Cameras) software, Data Warehousing & data mining :concept, application in libraries, Metadata-Brief history, standards-Dublin Core Virtual Library-concept, hybrid library, electronic library DOAJ-concept Institutional repository-concept Content management-concept 3.2 Electronic Documents Multimedia-concept, elements, impact of multimedia on library services E journals-Nature, Acquisition, Evaluation criteria 3.3 Databases-Definition, types (bibliographic, full text, statistical), e.g. Databanks-Evaluation criteria, e.g.
UNIT 4	**Current Trends in ICT** (13L) 4.1Blogs, Wi-Fi, RFID, Subject Gateways, Portals, RSS Feeds, Twitter, Face book, Web 2.0, Web 3.0, Biometric Technology for library security, Open Source Software, Folksonomy, forums

M.Lib.I.Sc. - SEMESTER II

Class **:** M.Lib.I.Sc.

Paper Code : MLIS 201   **Title of Paper** **:** Management Of Libraries And Information Centres – B

Credits **:** 4   **No. of Lectures :** 60

A) Learning Objectives:

1. To familiarize students with the concept of System Analysis, Management of Change , TQM & Marketing of LIS services.

B) Learning Outcomes:

1. The students will be understand a theory of TQM, Management of Libraries And Information Centres.

TOPICS/CONTENTS:

	Total No Of Credits = 04	
UNIT 1	**System Analysis & Design**	**(15L)**
	3.1 Library as a system, system analysis & design	
	3.2 Monitoring & Control techniques: Management Information System, Network techniques- PERT/CPM	
	3.3 Performance Measurement & Evaluation Technique	
	3.3.1 Performance Measurement – concept, need, Performance Measurement in LICs, Time & Motion Study	
	3.3.2 Performance Evaluation of libraries- meaning, objectives, stages, areas, method, evaluation of library performance, SWOT analysis	
UNIT 2	**Total Quality Management**	**(15L)**
	2.1 Total Quality Management**:** Concept, objectives, elements,	
	2.2 techniques and quality audit,	
	2.3 TQM for LICs	
UNIT 3	**Change Management**	**(14L)**
	3.1 Change Management: Concept, forces of change	
	3.2 Changes in procedure, types, steps, techniques, problems,	
	3.3 Change Management in LICs Re-engineering- concept, steps, sources, Re-engineering in libraries	
UNIT 4	**Marketing of Library & Information Services**	**(16L)**
	4.1 Marketing of Library & Information Services: Concept, need, market analysis	
	4.2 Market segmentation, marketing mix, marketing audit	
	4.3 Marketing of library products & services, promotion techniques including electronic media	

Class   **:** M.Lib.I.Sc.

Paper Code : MLIS 202   **Title of Paper**   **:** Statistical Techniques Of Research &
                                                    Bibliometrics

Credits   **:** 4   **No. of Lectures :** 60

A) Learning Objectives:

      1. To understand the use of various data collection tools & statistical techniques for research.
      2. To introduce the concept of Bibliometrics.
      3. To familiarize the art and style of writing a research report.

B) Learning Outcomes:

     1. Can perform and access research based practices through the application of
    Information literacy, inquiry, and research methods including data discovery,
    Analytics and qualitative measures.

TOPICS/CONTENTS

	Total No Of Credits = 04	
UNIT 1	**Research techniques and Tools** 4.1 Questionnaire, Interview, Observation, Scales and Check lists, 4.2 Sampling techniques: definition, purpose, types (Probability & non- probability)	**(15L)**
UNIT 2	**Data Analysis and Interpretation** 2.1 Preliminary Analysis-data editing, classification, tabulation, graphic presentation 2.2 Statistical Analysis-concept, Descriptive Statistics (measures of central tendency; dispersion-range, variance, standard deviation; correlation), Inferential Statistics (regression-linear & non-linear, Z-T test, chi-square test), Statistical Packages-SPSS	**(15L)**
UNIT 3	**Bibliometrics, Scientometrics, and Informetrics** 3.1 Bibliometrics : Concept , laws – Bradford, Zipf, Lotka, 3.2 Scientometrics : Concept , Sociometry-Concept 3.3 Informetrics : Concept , analysis	**(15L)**
UNIT 4	**Research Reporting** 4.1 Research Reporting: structure, style & contents 4.2 Style manual-Chicago, MLA, APA, citations of print and electronic sources	**(15L)**

Class : M.Lib.I.Sc.

Paper Code : MLIS 203   **Title of Paper** : Bibliographic Control and Information
                                                    Systems
Credits : 4   **No. of Lectures** : 60

A) Learning Objectives:

1. To familiarize students with the meaning and tools for Bibliographical Control of Information.
2. To provide knowledge about the information systems and understand the Rationale behind
   Internationalization in information systems**.**

. B) Learning Outcomes:

1. The students will be able to identify the concept of Bibliographic Control and
   Information Systems

TOPICS/CONTENTS

	Total No Of Credits = 04
UNIT 1	**Bibliographic control** Concept, definition, aim, need. (15L) 1.1 UBC: concept and definition, needs and prerequisite to UBC at national and international level. 1.2 UAP: Historical background and IFLA's role, Objectives and scope. Book acquisition at National level, Inter Library Loan, International Agreement on Book exchange.
UNIT 2	**Bibliographic organization in India** (15L) 2.1 Government initiative- Delivery of book act, National Library- INB,RRRLF, (ISBN). 2.2 Bibliographic services in India- 2.3 Library Networks and Consortia: definition, need, objectives, use, Activities services & examples (national & international) 2.4 Information and Documentation Centre in India: role, objective, scope, services & products– NISCAIR, NASSDOC, DESIDOC, SENDOC, DSIR,NCSI , IASLIC.
UNIT 3	**Information policy** (15L) 3.1 Information policy- Meaning, need ,importance, process of formulation, guidelines 3.2 International Policy Issues –UNESCO, IFLA, FID,ICSU/AB 3.3 Indian Initiatives- National Information Policy 1986, Right to Information Act, National Knowledge Commission 2008. 3.4 Intellectual Property Rights, Copyright Act –salient features, Copyright Act & Fair Use , plagiarism
UNIT 4	**Information Systems:** definition, objectives, need, importance and types. (15L) 4.1 UNISIST (Global Information system)-rationale, objectives, impact of UNISIST 4.2 NISSAT- history, structure, objectives, Activities, of NISSAT, Sectoral Centers- their field, scope and contribution. 4.3 International Information Systems. Subject scope, input-output processing, services & Products e.g. INIS, AGRIS, IFIS, ASFIS, TITUS, DEVSIS, ASTINFO, BIOSIS, INSPEC, VINITI, INFOTERA, POPIN International etc. Commercial / Private Information systems- CAS, MEDLARS

Class : M.Lib.I.Sc.

Paper Code: MLIS 204   **Title of Paper :** Information Technology Applications :
Practical

Credits : 4   **No. of Lectures :** 60

A) Learning Objectives
1. To provide students with hands-on-experience in the use of Library Software, CD and Internet Search.
2. To develop skills in web page designing.

B) Learning Outcomes:
1. The students will be able to learning library software, CD search Webpage designing.

TOPICS/CONTENTS

	Total No Of Credits = 04
UNIT 1	Using Library Software SOUL or any locally available library software. Creation & maintenance of bibliographic database of minimum 50 documents using SOUL or any locally available library software
UNIT 2	CD search :Study of minimum 5 CDs(text, graphic) Digitization of documents (scanning, OCR etc.)
UNIT 3	Web Search :Searching information on two subjects using various search strategies-Basic, Advanced, truncation, wild card, pearl citation, google scholar, N-list etc. Content management software
UNIT 4	Web Page Designing Open a Page, Create a New Page, and Give Pages a Consistent Look (eg.-themes), Add Page Elements (eg. Page Banner), Create Hyperlinks

Paper Code : MLIS 205   **Title of Paper :** Project Report

 Credits   : 4   **No. of Lectures :** 60

Learning Objective:

 1. To develop skills using research methods, techniques and tools

Learning Outcome :
   1.

TOPICS/CONTENTS

	Total No Of Credits = 04
	The Project report shall be on an approved topic pertaining to Library and Information Science. Each student shall work under the supervision and guidance Of a teacher for his / her Project report.

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