

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
Ch. Charan Singh University, Meerut

SYLLABUS

OF

MLISc. Course

SESSION 2007 – 2008

Paper I Knowledge, Information and Communication (M.Lib. 201)

- Unit I Information : characteristics, nature, value and use; Conceptual difference between data, information and knowledge; Communication of information; Information generation; Communication process, Channels, models and barriers; Trends in scientific communication.
- Unit II Knowledge : definition, kinds of knowledge, growth of knowledge, implication of knowledge for development of libraries. Universe of subjects : formation, structure and development of subjects.
- Unit III Information science : definition, scope and objectives; Information science : historical background, relationship with other subjects; Information science as a discipline and its relationship with other subjects; Information society : genesis, characteristics, implications; Changing role of library and information centers in society.
- Unit IV Information industry : generators, providers and intermediaries ; Intellectual Property Right Acts ; Concept of freedom : censorship, data security and fair use ; National and international programmes and policies on IT.
- Unit V Knowledge Management : definition, concept, need and basic tools; Knowledge management systems : basic components; Approaches in Knowledge management, Trends in Knowledge management, Role of information manager.

Recommended Books

1. Raman Nair, R : Accessing information through internet. New Delhi, Ess Ess, 2002.
2. Bavakutty, M. et al. ed. : Information Access, management and exchange in the technological age. New Delhi, Ess Ess, 2003.
3. Ramesh Babu, M and Gopalakrishnan, S. ed. : Information, Communication, Library and Community Development. Delhi, B. R. Publishing, 2004.
4. Khan, MTM : Information Organisation and Communication, 1997.
5. Ramamurthy, CR : Information Security : A source book for librarians. Delhi, Authorspress, 2001.
6. Mahapatra, PK and Chakrabarti, B : Knowledge Management in Libraries. New Delhi, Ess Ess, 2002.

Paper II Knowledge Organization (M.Lib. 202)

- Unit I Development of general theory of classification ; Classificatory principles from the 19th century to the present; Mapping of universe of knowledge : problems ; Categorization of isolates : historical perspectives and modern trends.

Unit II	Mapping of Universe of subjects in CC, UDC and DDC ; Features of special classification schemes .
Unit III	Contributions of Cutter, Lubetzky, Ranganathan in the field of Cataloguing ; Layout and rules for the Union Catalogues of books, periodicals ; Indexing and abstracting Journals and National bibliographies ; Study of Local, National and International Union Catalogues.
Unit IV	Online cataloguing : OPAC and Web OPAC ; Subject Cataloguing : definition and general principles ; Choice and rendering of Subject Headings : LCSH.
Unit V	Comparative study of UNIMARC & MARC21 ; Comparison of CC & UDC with regard to common subdivisions and indicator digits ; Recent trends in classification ;, automatic classification, classification in online systems, Web Dewey ; Design methodology of classification scheme.

Recommended Books

1. Kumar, PSG : Knowledge Organisation, Information processing and retrieval : practice, Paper III of UGC Model Curriculum. Delhi, B. R. Publishing, 2003.
2. Kumar, PSG : Knowledge Organisation, Information processing and retrieval : theory, Paper II of UGC Model Curriculum. Delhi, B. R. Publishing, 2003.
3. Hussain, Shabahat : Library Classification : facets and analysis. Delhi, B. R. Publishing, 2004.
4. Ramalingam, MS : ed. Library Cataloguing and Classification Systems. Delhi, Kalpaz, 2000.
5. Kochar, RS : Library Classification Systems. 1998.
6. Balakrishnan, S and Paliwal, PK ed. : Library Online Cataloguing Systems. New Delhi, Anmol, 2001.
7. Aswal, RS : MARC 21 : Cataloguing format for twenty first century. New Delhi, Ess Ess, 2004.

Paper III Information Storage and Retrieval (M.Lib. 203)

Unit I	Abstract and abstracting : concept, types, procedure of abstracting ; Guidelines in preparing abstracts ; Principles of abstracting (canons) ; Auto abstracting ; Criteria of abstracting services in general.
Unit II	Index and indexing : concepts and types, principles of indexing ; Subject indexing ; Pre-coordinate indexing system ; Post coordinate indexing systems ; Chain indexing ; Citation indexing.

Unit III	Special types of indexing : KWIC, KWAC, KWOC etc. Indexing languages ; Thesaurus ; Thesaurofacet ; Vocabulary control : tools of vocabulary control ; Features of IR Thesaurus ; Construction of IR Thesaurus.
Unit IV	Features of IR system ; Information retrieval models ; Search strategies : manual, machine ; Evaluation of IR systems ; Trends in IR.
Unit V	Information products : nature, concept, types ; Design and development of information products ; Marketing of information products.

Recommended Books

1. Bradford, SC : Documentation. 2nd ed. London, Lockwood, 1953.
2. Foskett, AC : Subject approach to Information. 5th ed. London, Library Association, 1997.
3. Guha, B : Documentation and Information : services, techniques and systems. 2nd rev ed. Calcutta, World Press, 1983.
4. Kawatra, PS : Fundamentals of Documentation with special reference to India. New Delhi, Sterling, 1983.
5. Khanna, JK : Documentation and Information Services : systems and techniques. Agra, Y K Publishers, 2000.
6. Lancaster, FW : Information Retrieval Systems : Characteristics, Testing and Evaluation. New York, John Wiley, 1968.
7. Ranganathan, SR : Documentation and its facets. London, Asia Pub. House, 1963.
8. Prasher, RG : Index and Indexing. New Delhi, Medallion Press, 1989.

Paper IV Research Methodology and Statistical Methods (M.Lib. 204)

Unit I	Research : concept, meaning, need, purpose ; Types of research : Hypothesis : definition, characteristics, functions, forms and importance ; Research design : concept and types ; Identification of problem.
Unit II	Research methods : Scientific method : definition, characteristics, process, spiral of scientific method ; Historical method : definition, steps, scientific method vs historical method ; Descriptive method : meaning, assessment, evaluation, job analysis, Trend analysis.
Unit III	Research techniques ; Questionnaire : print and electronic form ; Quantitative and qualitative studies ; interview ; observation ; library records and reports ; sampling techniques.
Unit IV	Data analysis and interpretation ; Descriptive statistics ; Measures of central tendency ; Mean ; Mode ; Median ; Measures of dispersion : variance and

covariance ; Standard deviation ; Graphical representation of data ; bar graph ; pie graph ; histograms ; Correlation : Z-T test ; Chi square test.

Unit V Bibliometrics ; Scientometrics ; Infometrics and Webometrics : concepts and definition ; Bibliometric Laws : Bradford ; Zipf ; Lotka ; Citation analysis ; Research report ; Structure, style, contents, guidelines

Recommended Books

1. Sinha, SC and Dhiman, AK : Research Methodology. New Delhi, Ess Ess, 2002.
2. Khan, MA : Research Methods in Library and Information Science. New Delhi, Cosmo, 2002.
3. Deverajan, G : Research in Library and Information Science. New Delhi, Ess Ess, 2002.
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5. Kumar, K : Research Methods in Library and Information Science, 1992.
6. Lancaster, FW : Bibliometric Methods in assessing productivity and impact of research. 1991.
7. Ravichandra Rao, IK : Quantitative Techniques for Library and Information Science, 1983.

Paper V Information Technology (Theory) (M.Lib. 205)

Unit I Introduction to computers : general model of computer system ; Brief description of various components of computer ; Input and Output devices ; Classification of computers ; Hardware and software.

Unit II IT and libraries ; Representing data in a computer : ASCII, EBCDIC ; Programming languages : generations ; Software packages ; Operating systems, application software ; Criteria for selection of application software ; Multimedia : elements and its application in libraries.

Unit III Library automation software packages : CDS/ISIS, WINISIS, Libsys, SOUL, Alice for windows, VTLS, TLMS ; Application of library software packages in various library operations and services.

Unit IV Telecommunication and networking ; Network media : UTP, Optical fibre element, network interface card, Hub, Router, Modem ; Types of network : LAN, MAN, WAN and their applications in library networks ; Network typologies : Bus, Star, Ring, Token ring ; Internet and intranet : basic features and applications.

Unit V Digital libraries : genesis, definition, objective and scope ; Storage media formats : ISO 9660, DVD ; Software and hardware for digital libraries ; Data warehousing ; Data mining ; Meta data ; Artificial intelligence and expert systems ; Online searching of databases : MEDLINE, DIALOG, OCLC.

Recommended Books

1. Deitel, HM : An introduction to operating systems. Masschusettes, Addison-Wesley, 1984.
2. Martin, J : Fourth generation languages. New Jersey, Prentice Hall, 1985.
3. Vasantha, N and Mudhol, MV : Software packages for library automation. Delhi, Ess Ess, 2000.
4. Raman Nair : accessing Information through Internet. New Delhi, Ess Ess,2002.
5. Dhiman, AK : Basics of Information Technology for Librarians and Information Scientists. New Delhi, Ess Ess,2003.
6. Aswal, RS : CDS/ISIS for Windows : A handbook for librarians. New Delhi, Ess Ess,2003.

Paper VI Information Technology (Practical) (M.Lib. 206)

Note : This paper will be of 100 marks out of which 20 marks will be allotted for internals and 80 marks (including 20 marks for viva voce) will be allotted for annual examination. The annual examination will be conducted by one external examiner and one internal examiner to be appointed by the university. The duration of the examination would be of 3 hours. The practical questions will be set to check IT skills in the following areas :

1. Creation of database using CDS/ISIS or WINISIS,
2. Use of library software packages for in-house operations, Bar Code generations, membership cards, machine readable catalogue cards,
3. CD-ROM & Online searching,
4. Internet searching,
5. Web page design and creation for a library centre.

Recommended Books

1. Deitel, HM : An introduction to operating systems. Masschusettes, Addison-Wesley, 1984.
2. Martin, J : Fourth generation languages. New Jersey, Prentice Hall, 1985.

3. Vasantha, N and Mudhol, MV : Software packages for library automation. Delhi, Ess Ess, 2000.
4. Raman Nair : accessing Information through Internet. New Delhi, Ess Ess,2002.
5. Dhiman, AK : Basics of Information Technology for Librarians and Information Scientists. New Delhi, Ess Ess,2003.
6. Aswal, RS : CDS/ISIS for Windows : A handbook for librarians. New Delhi, Ess Ess,2003.

Paper VII Information Sources and Systems (M.Lib. 207)

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| Unit I | Science : definition, terminology, scope ; Information systems : component of Information systems, Sectoral regional and National Information systems in India. |
| Unit II | Information sources : types, need and purpose ; Primary sources, secondary sources, tertiary sources in the field of Natural Sciences and Social Sciences. |
| Unit III | Information systems and Networks : need and purpose, study of information systems and networks : INIS, AGRIS, MEDLARS, UNISIST. |
| Unit IV | Major activities of important research organizations in the growth of Social Sciences with special reference to India, UK and USA. |
| Unit V | Major activities of important research organizations in the growth of Natural Sciences with special reference to India, UK and USA. |

Recommended Books

1. Bradford, SC : Documentation. 2nd ed. London, Lockwood, 1953.
2. Foskett, AC : Subject approach to Information. 5th ed. London, Library Association, 1997.
3. Guha, B : Documentation and Information : services, techniques and systems. 2nd rev ed. Calcutta, World Press, 1983.

4. Kawatra, PS : Fundamentals of Documentation with special reference to India. New Delhi, Sterling, 1983.
5. Khanna, JK : Documentation and Information Services : systems and techniques. Agra, Y K Publishers, 2000.
6. Ranganathan, SR : Documentation and its facets. London, Asia Pub. House, 1963.
7. Aswal, AS : Information Networks in India. New Delhi, Ess Ess,2003.
8. Baruah, A : ed. : Computer Networking in Libraries. Delhi, Kalpaz,2002.

Paper VIII Dissertation

Note : This paper will consists of areas such as annotated subject bibliography, bibliometric study, case study, survey, trend report etc. The dissertation on any one of the above theme will be submitted before the commencement of annual examination and will be evaluated by an external examiner. It will carry 75 marks.

Paper IX Viva Voce

Viva voce examination will be of 25 marks. This will be conducted by a group of three members consisting of Head of the department/Coordinator, external examiner and the supervisor.

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