

PARUL UNIVERSITY

FACULTY OF LIBRARY AND INFORMATION SCIENCE

Programme: M.L.I.Sc.

Semester: I

CBCS / ECS based Syllabus with Effect from: 2026 – 2027

Subject Code – 13201101 (CORE SUBJECT)	Total Credit
Title of Paper: Information and Communication	5

Unit	Description in detail	Weightage (%)
I	Information & Communication: Information: Characteristics, Nature, Value & Use of Information Conceptual Difference Between Data, Information & Knowledge Communication of Information: Information Generation Communication Channels, Models: Aristotle's Model, Lasswell's Models, Michael Buchler Model, Shannon & Weaver Model Etc. & Barriers of Communication Trends In Information Communication	20%
II	Information Science: Library Science, Documentation & Information Science Definition, Scope And Objectives of Information Science Information Science As A Discipline & Its Relationship With Other Subjects	20%
III	Library, Information & Society: Genesis & Characteristics & Implications of Information Society Changing Role of Library And Information Centres In Society Information Industry-Generators, Providers & Intermediaries International & National Programmes & Policies [Naplis] IPR & Plagiarism, Concept of Freedom, Censorship, Data Security & Fair Use, RTI, UPA, UBC	20%
IV	Information: An Economic Resource: Substance of Economic Information Economics: Economic Characteristics of Information Economics of Information: Micro, Macro Information Economy Knowledge Economy: Characteristics of Knowledge Economy Indian Economy & Workforce Economics of Information System & Services	20%

V	Information Management & Knowledge Management: Meaning, Definition, Need & Purpose Essentials of Knowledge Management: Data, Information & Knowledge Types of Knowledge Tools & Techniques	20%
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Basic Text & Reference Books:-

Abell (Angela) And Oxbrow (Nigel) Compelling With Knowledge: The Information Professional In The Knowledge Management Age. London: Facet Publish, 2001
Atherton (Panline) Handbook For Information Systems And Service, Paris Unesco, 1977
Allan (Barbra) E-Learning And Teaching In Library And Information Services, London: Facet Publishing, 2002
Bikowitz (Wr) Knowledge Management, Delhi. Phi 2000
Chowdhury (Gg) Introduction To Digital Libraries. London: Facet Publishing, 2003
Elliott De Saez (Eileen). Marketing Concepts For Libraries And Information Services.2nd Ed. London, Facet Publishing, 2002.
Dearnley (James) And Feather (Jhon). The Wired World: An Introduction to the Theory & Practice of the Information Society. London: Facet Publishing, 2001
Peather (Jhon). The Information Society: A Study of Continuity And Change, 3rd Ed. London Concept Publishing, 2000.
Khan (Mtm) Information Organization And Communication. New Delhi: Ess Ess Publishers 2001.
Kumar (Psg) A Students: Manual of Library And Information Science (Two Volumes Bind In One) Delhi. B.R.Pub. Corporation. 2002
Mahapatra (Pk) And Chakrabarti (B), Knowledge Management In Libraries, New Delhi. Ess Ess Publishers. 2002
Mc. Garry (Kj) The Changing Context Of Information: An Introductory Analysis. London Bingley,1981
Neelameghan (A). Lectures On Knowledge Management: Parailigm, Challenges & Opportunities.New Delhi: Ess Ess Publishers, 2002
Pedley: Copyright For Library And Information Service Professionals, London: Aslib,2000
Prasad (Hn) Information Need And Users. Varanasi: Indian Bibliographic Center, 1992
Prasher (Rg) Information And Its Communication. New Delhi: Medallion Press, 1991
Ranganathan (Sr) Ed. Documentation Of Thefracts, Bombay, Asia, 1983
Roberts (Stephen A) Ed. Cost Management For Library And Information Services. London: Aslib,1984
Shera (Jesse H) Documentation In Action. New York: Reinhold, 1956
Shera (Jesse H) Documentation And The Organization Of Knowledge. London, Crosoy Lockwood,1966
Visanathan (Cg) Elements Of Information Science. New Delhi, Today And Tomorrows 1976
Wolpert (Sa) And Wolpert (Jf) Economics Of Information. 1986

Subject Code – 13201102 (CORE SUBJECT)	Total Credit
Title of Paper: Information Analysis, Repackaging & Consolidation	8

Section A: Theory

Unit	Description in detail	Weightage (%)
I	Repackaging and Consolidation History, Definition and Meaning of Information Analysis, Consolidation, & Repackaging. Objective, use and importance of Repackaging. Justification for Information consolidation. Users & User Groups Types and levels of users. Need Assessment Users' Studies - Methods User Studies to Information Consolidation - Products	20%
II	Methodology for the Preparation of Information Product Methodology for Information Consolidation Understating of subjects, Information Requirement Guiding Principles for Presentation of Idea in Helpful Sequence Information Consolidation products by Diffusion stages	15%
III	Preparation of Information Products Handbook Feasibility report Status report News letter Reviews –state –of-art report	20%
IV	Planning & Management of ICU, Information Analysis & Consolidation Centre Policy formulation Policy decision regarding Collection of Materials Services & Access to Materials Staff resources Management Style Organizational structure Manpower / Professionals Financial resources	15%
V	Marketing of Information Products & Services Information Products & Services as a marketable commodity Pricing, distribution channels & communication strategies E-marketing	15%
VI	Trends in Information Analysis, Repackaging and Consolidation, Including Electronic Content Creation	15%

Section B: Practical

Unit	Description in detail	Weightage (%)
I	Preparation & Presentation of Information Product	100%

Basic Text & Reference Books:-

Cronin. (1981): The Marketing of Library and information Services, London, ASLIB.
Freeman, J.E. and Katz, R.M. (1978): information marketing, ARIST, 1978, 13, 79-101.
Kotler, P. (1975): Marketing for Non-Profit Organization, New Jersey, Prentice-Hall.
Neelmeghan, A and Seetharam, S.: Specialist group in the preparation & Consolidation Products.
Saracevic, Telko (1986): Processes in information consolidation, Information Processing and Management, 22(1), 45-60.
Harvey, J.M.: Specialist information Centres, London: Clive Bingley.
Bhattacharya, G.: Information Analysis for Consolidation, DRTC Annual Seminar, 18: Paper IA.
Seetharama, S.: Planning of information Analysis Centre: Some General Consideration DRTC Annual Seminar, 18 paper HD.
UNSSCO/DSIR (1988); Regional Training Course on information consolidation. March 14-18,
Course Material: Hyderabad: Institute of Public Enterprise

Subject Code – 13201103 (ELECTIVE SUBJECT)	Total Credit
Title of Paper: Management of Library and Information Systems and Centres	5

Unit	Description in detail	Weightage (%)
I	Management: Management Concepts, Definition, Nature And Purpose Management School of Thought Management Styles And Approaches Functions of Management And Their Relevance To Libraries And Information Centres.	25%
II	System Analysis: Systems- Meaning Library As A System And Its Subsystems. Systems Analysis, Flow Charting, Evaluation System Design – General Considerations Monitoring Techniques: Operations Research (OR), Management Information System (MIS), Management By Objectives (MBO), Network Analysis – PERT/CPM Evaluation Techniques: Methods of Evaluation, Techniques of Evaluation- Performance Measurement, Performance Evaluation, Marketing Research, Evaluation of Information Systems & Services	25%
III	Human Resource Management Organisational Structure, Delegation, Communication & Participation, Job Analysis, Job description & Job Evaluation, Inter Personal Relations, Recruitment Procedure, Motivation, Group Dynamics, Training & Development, Disciplines & Grievances, Performance Appraisal	25%
IV	Financial Management: Budgeting & Types: Budgetary Terminology, Objectives, Principles & Factors Considerations of Budgeting Budget Formulation Budget Methods: PPBS And Zero Based Budgeting Budgetary Control System: Need, Process of Budgetary Control In Libraries/Information Centres Costing: Concept And Need of Costing In Libraries, Types of Costs, Costing Methods Cost Analysis : Cost Effectiveness And Cost Benefit Analysis, Methods of Cost Analysis	25%

Basic Text & Reference Books:-

Awad (Bias M). Systems Analysis And Design. New Delhi: Galgotia, 1995.
Ashworth (Wilfred), Ed. Handbook Of Special Librarianship And Information, 6th Ed London. Aslib. 1967.
Brophy (P) And Coulling (K). Quality Management For Information And Library Managers, Mumbai: Jaico Publications House, 1995.

Chapman (Edward A.) Pierre (Paul L.) And Lubans (John) Library Systems Analyse Guidelines.
 New York: Wiley Inter-Science, 1970.

Cowley (J): Personnel Management In Libraries. 1982.

Eindor (P): Information Systems Management: Analytical Tools And Techniques, 1985.

Evans (G E). Management Techniques For Libraries 2nd Ed. 1983.

Gopinath (M A). Financial Norms For Collection Development In Libraries, 1982.

Holroyd (G) Ed. Studies In Library Management, Vol. 1-4, London, Clive Bingley

Jones (N) And Jordon (P). Staff Management In Library And Information Work. 2nd Ed. Aldershot Gower, 1987

Koontz (Harold) And Welhrich (Heintz) Management Ed. 9, New York, Mc Grew Hill, 1988.

Lancaster (F. W.) If You Want To Evaluate Library. London: La, 1981,

Lazer (Peter). Information System Design And Management Bangalore, Sarda • Ranganathan Lectures, 15 (1992).

Mahapatra (P K). Human Resource Management In Libraries. New Delhi: Ess Ess Publishers, 2002.

Narayana (G.J.) Library And Information Management New Delhi, Prentice-Hall Of India, 1991.

Noragh (Jones) And Jordan (Peter). Staff Management In Library And Information Work. Aldershot: Gower, 1982.

Reddy (Stayanarayana P). Automated Management Of Library Collection. New Delhi: Ess Ess Publishers, 2001.

Roberts (Stephen A) Ed. Costing And The Economics Of Library And Information Services. London: Aslib, 1988.

Sheetharama (S): Guidelines For Planning Of Libraries And Information Centres. Iaslic, 1990

Wilson (A). The Planning Approach To Library Management

Zorkocy (P I), Ed. Oxford Surveys In Information Technology, Vol. 3 And 4 Oxford, Oxford University Press, 1986,1987.

Subject Code – 13201104 (CORE SUBJECT)	Total Credit
Title of Paper: Information Technology	7

Section A: Theory

Unit	Description in detail	Weightage (%)
I	Information Technology: Data base, Data Base Management System Meta data Data Mining Data Warehousing World wide web consortium	20%
II	Electronic Information: Electronic/Digital Information. E-documents: Concept, of e-books and e-journals, Trends in production, and availability of e-documents, impact of libraries and Information Centres and Users. Data communication concepts: Parallel and Serial: Synchronous & Asynchronous, Simplex, Half Duplex and Full Duplex.	20%
III	Communication & Communication Technology: An overview: Tools and Techniques Telex, fax, E-Mail, Videotext, Tele Conferencing, Video Conferencing, Voice Mail, Hyper Media, Bulletin Board Service. Mark-up Languages- HTML, XML, DHTML, SGML-Features. Protocols: Definition, Concept, Types-General –TCP/IP, OSI, Other Protocols: SMTP, Telnet, FTP, HTTP, Z39.50. Telecommunication Signal: Analog, Modem,-types, use. Switching Systems: Concept, purpose, Types-circular, Message and PSS Gateways, Ethernet, Hub/Switches, Ports-USB, Serial, Parallel Communication Media-Twisted Pair, Coaxial, Optic Fibres, Satellite Communication, VSAT, Microwave.	20%
IV	Internet Communication: Internet Communication: Internet, as a communication tool. Facilities for Communication. Features and Developments. Internet Connectivity: Dial up, leased, ISDN, Digital Subscriber Lines (DSL), Bandwidth Multiplexing. Data Security: Concept, need, purpose. Virus-Definition, effect, Security methods, Firewall, Anti-Virus software. SPAM. Web Browser - Internet Explorer, Google Chrome; Web Server - Apache, Internet Information Server (IIS); Database Connectivity - ODBC / IDBC Add: Search engines and their evaluation	20%
V	Current trends in Information Technology : Subject gateways, listserv, push and pull technology, e-learning, web 2.0 - social tagging, folksonomy, RSS feed, You tube, blogs, library 2.0, data mapping., WEB 3.0	20%

Section B: Practical

I	Preparation of Websites	50%
II	LIS Management Softwares : Proprietary as well as Open Source : Installation, Backup, Advanced Learning of Different Modules, Installation of WEBOPAC.	50%

Basic Text & Reference Books:-

Alberico (Ralph) And Micco (Mary). Expert Systems For Reference Aflid Information Retrieval.
West Pert: Meckler, 1990.

Bandhyopadhyay (S). Information Technology For Growth And Prosperity. New Delhi: Tmh, 1994.

Basandra (Suresh K). Computers Today. New Delhi: Galgotia, 2002. .

Black (U). Emerging Communication Technologies. New Delhi: Phi, 1994.

Botto (Francis). Multimedia, Cd-Rom & Compact Else: A Guide For Users And Developers. New Delhi: Galgotia, 1993.

Bradley (Phil). Getting And Staying Noticed On The Web. London: Facet 2002.

Bradley (Phil). The Advance Internet Searcher's Handbook. 2nd Ed. London: La, 2002. .

Cooke (Alison). A Guide To Finding Quality Information In The Internet 2nd Ed. London: Facet 2601.

Curtin (Dennis P). Information Technology: The Breaking Wave. New Delhi: Tmh, Latest Edison.

Deegan (Marlyn) And Tanner (Simon). Digital Futures: Strategies For The Information Age. London: Facet 2991.

Deitel (H.M.), Deitel (P. J.) And Deitel (T. R.). Internet And World Wide Web: How To Programme. Delhi: Addison Wesley, 2001.

Dowlin (K). The Electronic Library. New York: Neal Schuman, 1984.

Forester (T), Ed. The Information Technology Revolution. Oxford: Blackweh, 1985.

Gorman (G. E.), Ed. The Digital Factor In Information And Library Services. London: Facet, 266c.

Goucher (Phil). Communications And Networks. 2nd Ed. New Delhi: Affiliated East-West 1965.

Horak (Ray). Communication Systems And Networks. 2nd Ed. New Delhi: Idg, 2000.

Jackson (Peter). Introduction To Expert System. Hortow: Addison Wesley, 2000

Internet Complete, 2nd Ed. New Delhi: Bps, 2000.

Kaul (H K). Information Networks: An Indian Experience. Now Delhi: Virgo, 1992.

Kennedy (George). Electronic Communication Systems, 3rd Ed. New Delhi: Tmh, 199

Lankes (R. David), Ed. Implementing Digital Reference Services: Setting Standards And Making It Real. London: Facet 2002.

Lee (Stuart D). Digital Imaging: A Practical Handbook. London: Facet Publishing, 2000.

Radhakrishna (P). Computers And Informassn Technology. Hyderabad: Hitech.

Rich (Elaine) And Knight (Kevin). Artificial Intelligence. 2nd Ed. New Delhi: Tmh, 1994.

Zorkoczy (Peter) And Heap (Nicholas). Information Technology: An Introduction. 4th Ed. London: Pitman, 1995.

Subject Code – 13201105	Total Credit
Title of Paper: Project Work/Dissertations	5

Unit	Description in detail	Weightage (%)
I	A Project or Dissertations is a course work to be undertaken during the Semester. The project work shall be carried out under the supervision of the faculty of the Department. A written report shall be submitted for evaluation followed by viva-voce examination	100%

Subject Code – 13201106 (ELECTIVE SUBJECT)	Total Credit
Title of Paper: Special Library and Information Network System	5

Unit	Description in detail	Weightage (%)
I	(Basic Concept and Collection Development) Special Library and its concept, Development of special libraries in western countries and India. Types of collection-periodical, conference literature, grey literature, patents, standards, specifications, Govt. publications, non book materials, electronic documents, CD-ROM, and online Data base. Need and types of networks, Consortia, introduction to various Consortia.	25%
II	(Library Organization and Administration) Administrative organization, staff manual, library survey, statistics, work measurement and standards and their use and effectiveness. Basic elements in planning the design of special library building, Furniture and fittings, Modern special library building.	25%
III	(Planning and Organization of Various Information Services) CAS, SDI, Abstracting and Indexing library bulletin, News paper clippings, computerized services, literature search, information analysis, repackaging and consolidation, marketing of Information services.	25%
IV	(Personnel Management) Nature, size, selection, recruitment, qualification, training, professional development, responsibilities and duties, Determination of finance, sources of finance, types of budget.	25%

Basic Text & Reference Books:-

1. AUGER (C P) Information sources in Grey literature. Ed. 3. Bowker, London.
2. BURKETT (J) and MORGAN (T S), *Ed.* Special materials in the Library. Aslib, London.
3. CHAPMAN (Liz). Managing acquisitions in library and information services. Library Associations; London.
4. CLAPP (V W). Feature of the research library. University of Illinois, Urbana.
5. GRENFELL (D). Periodicals and serials; their treatment in special libraries. Ed. 2. Aslib, London.
6. GROGAN (N). Science and technology: An introduction to the literature. Ed. 4. Clive Bingley, London.

7. HERNON (Peter) and WHITMAN (John R). Delivering satisfaction and service Quality: A customer-based approach for libraries. American Library Association, Chicago.
8. HOUGHTON (Bernard). Technical information sources. Ed. 2. Bingley, London.
9. LEWIS (C M), *Ed.* Special libraries. Special Libraries Association, USA .
10. LOWES (Ann), *Ed.* Management skills for the information manager.
11. RAITT (David), *Ed.* Libraries for the new millennium. Library Association, London.
12. RANGANATHAN (S R). Documentation and its facets.
13. SAHA (J). Special libraries and information services in India and the USA. Scarecrow, New York.
14. SCAMMELL (A) (W), *Ed.* Handbook of special librarianship and information work.Rev. ed.7. Aslib, London.
15. STRAUSS (LJ), : their organization and administration. Scientific and technical libraries. Ed. 2. Beckey & Hayes, New York.
16. WILKIE (Chris). Managing film and video collections. Aslib, London.

PARUL UNIVERSITY

FACULTY OF LIBRARY AND INFORMATION SCIENCE

Programme: M.L.I.Sc.

Semester: II

CBCS / ECS based Syllabus with Effect from: 2026 – 2027

Subject Code – 13201151 (CORE SUBJECT)	Total Credit
Title of Paper: Research Methodology and Statistical Techniques	5

Unit	Description in detail	Weightage (%)
I	Research Process and elements : Definition and meaning of research, characteristics of scientific research, types of research – pure, applied, action, qualitative and quantitative approaches to research, Research and development of scholarship	15%
II	Research Methods: Spiral of research, Scientific, historical, Experimental, descriptive methods, survey, use and user study, case study, content analysis, operations research, evidence based librarianship. Research Design : Problem identification, selection of suitable approach and method, steps in research, formulation of hypotheses, variables – dependent and independent. Delphi Method. Literature search - print, non print and electronic sources (Under Research Desig Topic). Ethical aspects of research. Add Designing Research Praposal	20%
III	Research Techniques and Tools : Sources – individuals, documentary and non documentary sources, instruments – questionnaire, interview, Observation, field visit. Data Analysis : i) Descriptive statistics – Measures of central tendency, mean, mode, median, tabulation and generalization, measures of dispersion, variance, standard deviation, graphical presentation. ii) Inferential statistics – Z, T test, correlation ,sampling , need for sampling, types of samples, regression – linear and non-linear, chi square test ANOVA, Sociometry, statistical packages,, Schedule	20%
IV	Bibliometrics, Scientometrics, and Infometrics: Concept, method, application i) Laws of Bibliometrics – Bradford, Zipf, Lotka, analysis of Bibliometrics data, quantitative content analysis, citation analysis, co-citation analysis. ii) Librametry, informetrics, scientometrics, webometrics. iii) Bibliographic coupling, Obsolescene, Citation Study	20%

V	Research report writing: Structure, style, contents, style manuals – Chicago, MLA, APA, e-citations, Guideline for research reports, Criteria for Research Evaluation	15%
VI	Current trends in Library and Information Science research, criteria for research evaluation, impact factor, peer reviewing, research ethics, plagiarism.	10%

Basic Text & Reference Books:-

Busha (Charles H) And Harter (Stephen P). Research Methods In Librarianship: Techniques And Interpretation. New York: Academic Press, 1980

Busha (Charles H)* "Research Methods" In Encyclopedia Of Library And Information Science.Vol.25 254-293; Kent, Allen, Harold And Daily, Jay Sd. New York: Marcel Dekker.

Gopal (M H): An Introduction To Research Procedure In Social Science Bombay: Asia 1964.

Grogan (D T): Science And Technology And Information To Literature.

Goode (William J) And Hatt (Paul K) Methods In Social Research. New York, Mcgraw Hill, 1952

Krishan Kumar Research Methods In Library And Information Science, New Delhi Vikas;1992

Marurice (B. Line). Library Surveys: An Introduction To The Use, Planning Procedure And Presentation of Surveys. 2nd Ed. London: Bingley, 1982.

Ravichandara Rao (I K) Qualitative Methods Far Library and Information Science. New Delhi, Wiley Eastern. 1985

Seetaram (S). Current Research In Library And Information Science. Y.K.Puwishers.

Slmon (Jl) Basic Research Methods In Social Science: The Art Of Empirical Investigation, 1989.

Simpson (Is) Basic Statistics For Librarians, 1988

Stevens (Rolland E): Research Methods In Librarianship, London, Bingley, 1971.

Warb (Patricia Layzell) Ed: Introductory Guide To Research In Library And Information Studies In The Uk London Library Association, 1975

Subject Code – 13201152 (CORE SUBJECT)	Total Credit
Title of Paper: Information Storage and Retrieval	7

Section A: Theory

Unit	Description in detail	Weightage (%)
I	Cataloguing & Subject Indexing: Principles of Subject Cataloguing: Assigning Subject Heading Using Library of Congress Subject Heading & Sears List of Subject Heading Etc. Pre-& Post Co-Ordinate Indexing & Citation Indexing	25%
II	Indexing Languages & Vocabulary Control: Indexing Languages: Types & Characteristics Vocabulary Control: Tools of Vocabulary Control Structure & Construction of an IR Thesaurus Trends In Indexing	25%
III	Information Retrieval: IR Models, Basic Models, Models Based on Theory, Tools And Recent Models; Search Strategies: Evaluation of Information Retrieval Systems; Trends In IR Models, Open Education Resources (OER), Directoary of Open Access Journals (DOAJ)	25%
IV	Abstract & Abstracting: Concept, Purpose & Its Usefulness: Characteristics of Good Abstract Types, Abstracting Procedure Standards & Guidelines For Preparing Abstract Automatic Abstracting	25%

Section B: Practical

I	Practice: Assigned Indexing Practice Derived Indexing Practice Design And Development of IR Thesaurus Formulation of Search Strategy. Search Engines Federated Search Aggregators Preparation of INDEX Preparation of Abstract	100%
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Basic Text & Reference Books:-

- Foskett (AC) The Subject Approach To Information. 4th Ed. London: Bingley, 1982
- Chowdhary (GG) Introduction To Modern Information Retrieval. 2nd Ed. London: Facet Publishing, 2003.
- Gopinath (MA). Construction Of Depth Version Of Classification: A Manual. New Delhi. Wiley Eastern Limited, 1986
- Gorman (GE) Ed. Meta Data Application For Management, London, Facet Publishing, 2003
- Harter (Stephen P.) Online Information Retrieval: Concept, Principles And Techniques, Orlando, Academic Press, 1978
- Hepas (ITS). Information Retrieval: Computational And Theoretical Aspects. New York, Academic Press. 1978
- Houghton (Bernard) And CONVEY (John) : Online Information Retrieval Systems: An Introductory Manual To Principles And Practices. 2nd Ed. London Clive Bingley, 1984
- Houghton (Bernad) Ed. Computer Based Information Retrieval Systems. London, Clive Bingley, 1968
- Atchison (Jean) And GILCHRIST (Alan). Thesaurus Construction: A Practical Manual. London: Aslib. 1972.
- Lancaster (F Wilfrid) Information Retrieval Systems: Characteristics, Testing And Evaluation. 2nd Ed. New York: Wiley, 1979.
- Ranganathan (S R). Prolegomena To Library Classification V1 Bangalore, Sarda Ranganathan Endowment For Library Science, 1967.
- Ravichandra Rao (I K). Library Automation Drtc, Refresher Seminar (14) 1983.
- Rowley (Jennifer E) Abstracting And Indexing. Aldershot: Gower, 1997.
- Salton (G) Automatic Information Organisation And Retrieval, 1968.
- Seetaram (S). Information Consolidation And Repackaging. Y. K. Publishers.
- Simmons (P) And Hopkins (A). Ccf: The Common Communication Format. Paris: Unesco, 1984.
- Stokes (Adrian). Concise Encyclopedia Of Information Technology. 3rd Ed. Hants Wild Weed, 1986.
- Unesco. Ccf. Paris: Unesco. 1988.
- Vickery (B C) Techniques Of Information Retrieval. London: Butterworths, 1970.
- Vickery (B C) Information Systems; 1973

Subject Code – 13201153 (ELECTIVE SUBJECT)	Total Credit
Title of Paper: Academic Library Systems	6

Unit	Description in detail	Weightage (%)
I	Academic Libraries: Types; Objectives and Functions	20%
II	Collection Development; Problems in Collection Organisation; Collection Development Programmes	15%
III	Academic Library Services	15%
IV	Financial Management of Academic Libraries; Personnel Management; Norms and patterns of staffing	15%
V	Role of UGC and other bodies in promoting Libraries in Universities, Colleges and Other Institutions of Higher Learning	20%
VI	Resource sharing: Need and Objectives; Library consortia	15%

Basic Text & Reference Books:-

Bavakutty, M,(1986). College Libraries in India, Vol.7: A case study, West Yorkshire: MCB University press.

Bavakutty, M.(1988). Libraries in higher education. New Delhi: ESS ESS.

Cowley, John. (1982). Personnel management in Libraries.

Gelfand, M.A.,([1968]). University Libraries for developing countries. [Paris]: Unesco

Henry, M and Morgan, S. (2002). Practical strategies for modern academic Library. London: Aslib-IMI.

Isaac, D. et.al. (1993). Academic Libraries: Role in the national development.

Jenkins C. and Mary M., (1996). Collection development in academic Libraries.

Mathu, M.V. and Arora, R.K. Indian University Library System revitalization.

Rachel Applegate(2010). Managing the small college library. Santa Barbara, Calif.: Libraries Unlimited.

Saini, (1976). Library organisation for higher education.

Sewa Singh and Arora, M. Handbook of college Libraries: Problems, finance and related aspects.

Srivastava S.N. and Verma S.C., (1980). University Libraries in India. New Delhi: Vikas.

Trehan, G.L., (1985). College Library development.

Subject Code – 13201154 (CORE SUBJECT)	Total Credit
Title of Paper: Library Automation and Digital Library	7

Section A: Theory

Unit	Description in detail	Weightage (%)
I	Library Automation: Concept, Definitions and Need for library Automation; Areas of library automation; Study of Library Automation Packages –SOUL 2.0, LIBSYS, KOHA, etc., Retro Conversion and Barcoding	25%
II	Digital Libraries: Concept and definition; Historical development of Digital Libraries. Copyright and license issues. Digitization Process : Software, hardware and best practices; Scanners and scanner types; OCR and OCR software;	25%
III	Technology for DLs: Open source software; Dspace, GSDL : Features and comparative study of Dspace, Eprints and Fedora; Open Standards and File formats, Harvesting metadata, OAI-PMH and DL Interoperability;	25%
IV	Digital Library Architecture; Grid architecture. Open URL integration. Digital Preservation : Persistent identifiers : DOI and CNRI Handles; Multilingual digital repositories and Cross-language information retrieval	25%

Section B: Practical

I	Lab. Practice using GSDL / D-Space.	100%
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Basic Text & Reference Books:-

Andrew Cox. (2010). Introduction to Digital Library Management. London: Facet Publishing.

Andrews, J. (2010). Digital Libraries. London: Ashgate

Chowdhury, G.G. (2003). Introduction to Digital Libraries. London: Facet Publishing.

Costantino Thanos, Maristella Agosti. (2002). Research and Advanced Technology For Digital Libraries: 6th European Conference, *ECDL 2002*, Rome. New York: Springer.

Cox, Christopher N. (2006). Federated search: solution or setback for online library services. Philadelphia: The Haworth Press.

Dahl, Mark et al. (2006). Digital Libraries: Integrating content and systems. London: Chandos Publishing.

David Nicholas and Ian Rowlands. (2010). Digital Consumers Reshaping the information professions. London: Facet Publishing

Donnelly, V. Designing. (2000). Easy-to-use websites: a hands-on-approach to structuring successful websites. Boston: Addison-Wesley.

Subject Code – 13201155	Total Credit
Title of Paper: Internship	5

Unit	Description in detail	Weightage (%)
I	To place students in a working library & information Centres environment of all kinds in the city or elsewhere and recommended by the Department or by choice of a candidate with the approval of Department Council; to enable students to be exposed in the varied units in a library & Information Centre; to gain practical knowledge; and to give the students hands-on experience of what they are taught in the class room. Internship shall be for duration of four weeks during the vacation between two semesters or as per schedule given by Department. A Report should be submitted followed by a presentation for evaluation and grading.	100%

Subject Code – 13201156 (ELECTIVE SUBJECT)	Total Credit
Title of Paper: Content Management System (Theory & Practical)	6

Unit	Description in detail	Weightage (%)
I	(Basic of CMS) Understanding and content management system Route and branches of CMS CMS elements Issues and challenges of CMS – Functionality and interaction issues Studying information architect Content tagging and metatoring and interaction	25%
II	(CMS Software) Study of CMS software packages CMS software and platform – JOOMLA, DRUPAL, Wordpress and Moodle	25%
III	(Study of Joomla and Drupal (Practical)) Joomla and Drupal – Study of features and functionality and practical implementation	25%
IV	(Word Press and Moodle (Practical)) Word press and Moodle – Study of features and functionality and practical implementation.	25%

Basic Text & Reference Books:-

1. Content Critical, by Gerry McGovern
2. Content Management Bible, by Bob Boiko
3. Content Management for Dynamic Web Delivery, by JoAnn T. Hackos
Content Management Handbook, by Martin White
4. Content Management Systems - Tools of the Trade, by Dave Addey, James Ellis, Phil Suh, David Thiemecke
5. Content Management Requirements Toolkit
6. Managing Enterprise Content, by Ann Rockley
7. Philip and Alex's Guide to Web Publishing
8. Web Content Management, by Russell Nakano
9. Content Management Handbuch, by Florian Stahl and Wolfgang Maass
10. Content Management with XML, by Gunther Rothfuss and Christian Ried (2nd Ed.)