DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE
FACULTY OF ARTS
THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA, VADODARA 390002
DETAILS OF THE RESTRUCTURED SYLLABI (IQAC FORMAT) 2019

Programme Outcomes (PO): Library and Information Science

The graduates in Library and Information Science should have the following attributes:

PO1: **Disciplinary knowledge:** Capable of demonstrating comprehensive knowledge and understanding of major concepts, principles, theories and laws of various subjects in Library and Information Science.

PO2: **Professional skills:** Ability to understand and classify simple, compound and complex documents using standard classification schemes; capability to catalogue all types of documents using standard catalogue codes and metadata standards; ability to carry out library housekeeping operations and to provide library and information services by standard procedures.

PO3: **Critical thinking/Development of solutions:** Capability to critically analyze subjects of documents to classify them properly and to derive subject headings for subject cataloguing, indexing purposes and ability to think critically for solving various problems pertaining to the management of Libraries and Information Centers.

PO4: **Ethics:** Capable of demonstrating the ability to identify ethical issues related with Intellectual Property Rights while providing library services and able to understand basic philosophy and ethics of librarianship to make them conscientious librarians.

PO5: **Modern tool usage:** Understanding of concepts of information technology and its application to libraries and capable of using digital technology for communication purpose, for library housekeeping operations, and for searching information from OPAC, Internet and online databases.

PO6: **Communication:** Ability to communicate effectively in oral and written forms with users, colleagues and authorities in an effective manner.

PO7: **Employability and Lifelong learning:** Ability to seek job opportunities as library professionals; capable of self-paced and self-directed learning aimed at personal and professional development; for improving knowledge and skills and for re-skilling through continuing educational opportunities.

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Bloom's Taxonomy Levels: 1. Remember 2. Understand 3. Apply 4. Analyze 5. Evaluate 6. Create

Programme Name: MASTER OF LIBRARY AND INFORMATION SCIENCE (MLIS)

Programme Specific Outcomes (PSO)

PSO1: To familiarize with the basic concepts of information, its nature, importance and role in the development of society as well as concepts of communication of information, economics and management of information and knowledge.

PSO2: To gain understanding of concepts of research methodology in general and to develop research aptitudes and skills applied in library and information science field.

PSO3: To make learn the concepts relating to information and communication technology such as communication tools and techniques; internet communication; data security; procedure of digitization, development of digital libraries, web and web designing.

PSO4: To introduce modern management approaches, techniques and functions and their applicability to libraries and information centres and to acquaint with concepts such as HRM, quality management, project management, outsourcing and library entrepreneurship.

PSO5: To demonstrate understanding of manual and automated information processing i.e. information analysis and repackaging and to develop the capability in retrieving the needed information by applying different search techniques.

PSO6: To demonstrate understanding with various information products and to develop proficiency in planning, designing and preparing an information product; aspects of academic librarianship and management of academic libraries to prepare specialized professional manpower for academic libraries; concepts of information systems and their different kinds, services and sources through a variety of elective courses.

PSO7: To apply competencies to use library automation and develop databases using various library management software and train to build repositories, digital libraries and library websites using an array of software and to gain skills to establish and run library networks.

PSO8: To facilitate a professional career ahead not only as librarians in different types of libraries and information centres but also due to the variance and uniqueness of the programme a graduate can seek a job in other fields i.e. book publishing market, media houses, archaeology and museums.

PSO9: To train and expose to research problems through project works.

PSO10: To illustrate core values in discharging social responsibility of librarians towards nation building and to display ethical integrity dealing with stakeholders in relation to intellectual property rights while adopting due care for universal and equitable dissemination of information for use.

Syllabus of Courses

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**

Master's degree in Library and Information Science (MLIS): Regular Programme

Year	**I**	**Core 1** **LIS2101C01: Information and Communication (Theory)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Online Presentation		

Course Outcome (CO): LIS2101C01

CO1: To acquaint students with the basic concepts of information and information science.
CO2: To understand the concept communication of information, models of communication and role of libraries in information communication in society.
CO3: To make students understand and appreciate the concept of information society and information policies formulated for societal development
CO4: To get familiarize with the concepts of economics and management of information and knowledge.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Fundamentals of Information Science** • Information: Nature, Characteristics, Use and Value • Conceptual difference between Data, Information and Knowledge • Information Explosion: Concept, Cause and Effects	15	25	1, 2	CO1	PSO1	EMP,ENT,SD	N,G	ES

	• Information Science: Definition, Scope and objectives								
2	**Communication of Information** • Information Communication Cycle: Information Generation and Dissemination • Communication: Models (Theories), Channels and Barriers to communication • Trends in Information Communication: Weblogs, Wikis	15	25	1, 2	CO2	PSO1 PSO3			
3	**Library, Information and Society** • Genesis, Characteristics and Implications of Information Society • Role of Information in societal development • Information Policy: Concept, Need, Development, Framework, and Objectives. • National Information Policy for India • Information Technology Policy of India	15	25	1, 2	CO3	PSO1 PSO3 PSO10			
4	**Knowledge Management and Economics of Information** • Knowledge Management: Definition; Explicit and Tacit Knowledge; Need for Knowledge Management; Implementation and Role of libraries in Knowledge Management • Information Management vs Knowledge Management • Information as economic resource /Commodity • Information Industry-Generators; Providers/ Intermediaries • Marketing of Information	15	25	1, 2	CO4	PSO1 PSO8 PSO10			

Reference Books

1. Abell, Angela, & Oxbrow, Nigel (2001). *Competing with knowledge: The information professionals in the knowledge management age*. London: Facet Publishing.
2. Atherton, Pauline (1977). *Handbook for information systems and service.* Paris: UNESCO.
3. Budd, John M. (1992). *The library and its users: The communication process* (Contributions in Librarianship and Information Science). New York: Greenwood Press.
4. Chopey, Michael A. (2005) *Knowledge without Boundaries: Organizing Information for the future*. Chicago: American Library Association.
5. Dearnley, James, & Feather, John. (2001). *The Wired World: An introduction to the theory and practice of the information society*. London: Facet Publishing, 2001.
6. Elliott de Saez, Eileen. (2002). *Marketing concepts for libraries and information services* (2nd ed.). London: Facet Publishing.
7. Feather, John. (2000). *The Information Society: A study of continuity and change*. 3rd ed. London: Concept Publishing.
8. *International conference on information management in a knowledge society, February 21-25, 2005, Conference Papers.* (Vol. 1 & 2). New Delhi: Allied publishers.
9. Kumar, P. S. G. (2002). *A Student's Manual of library and Information Science.* Delhi: B. R. Publishing Corporation.
10. Mahapatra, P. K., & Chakrabarti, B. (2002). *Knowledge management in libraries*. New Delhi: Ess Ess Publishers.
11. Neelameghan, A. (2002). *Lectures on knowledge management: Paradigm, Challenges and Opportunities.* New Delhi: Ess Ess Publishers.
12. Pedley, Paul. (2000). *Copyright for library and Information service professionals*. London: ASLIB.

13. Ranganathan, S. R. (Ed.). (1983). *Documentation and its Facets.* Bombay: Asia.
14. Rice, Ronald E, Maureen McCreadie, & Shan-Ju L. Chang. (2001). *Accessing and browsing information and communication*. Cambridge, Mass: MIT Press
15. Rosie, A.M. (1973). *Information and communication theory.* New York: Van Nostrand Reinhold Company.
16. Shera, Jesse H. (1966). *Documentation and the organisation of knowledge*. London: Crosoy Lockwood.
17. Taylor, Arlene G. (2004). *The organization of information*. Connecticut: Libraries
18. Tredinnick, Luke. (2006). *Digital information contexts: Theoretical approaches to understanding digital information*. Oxford: Chandos Publishing.

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**
Master's degree in Library and Information Science (MLIS): Regular Programme			
Year	**I**	**Core 2** **LIS2102C02: Research Methodology-I (Theory)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2019-20 Year of Syllabus Revision:	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Online Presentation		

Course Outcome (CO): LIS2102C02

CO1: To understand the nature of research, its types and scientific methods of research.
CO2: To make students learn about developing research design, hypotheses, and writing research proposal.
CO3: To acquaint with various research methods.
CO4: To gain understanding on various techniques and tools of research.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G)	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)

							Develop ment (SD)	develop mental needs	
1	**Research: Concepts** • Concept, Meaning, Need and Scientific process of Research • Types of Research: Basic and applied. Quantitative and qualitative, Interdisciplinary and multidisciplinary	15	25	1, 2	CO1	PSO2	EMP, ENT ,SD	N,G	HV,PE
2	**Research Design** • Research Design: Aims and objectives, scope and limitations • Types of Research design • Steps in developing research design • Hypothesis: Definition, meaning, formulation and types • Designing research proposal • Ethics in Research	15	25	1, 2	CO2	PSO2 PSO8			
3	**Research Methods** • Historical and Descriptive Methods • Survey Method and Case Study Method • Experimental Method and Delphi Method	15	25	1, 2	CO3	PSO2 PSO8			
4	**Research Techniques and Tools** • Sampling Methods and Techniques: Probability Sampling and Non-Probability Sampling • Types of data: Primary data and Secondary data – Historical / recorded. • Techniques of data collection: Questionnaire, Interview and Observation ; Scales and Check Lists • Library Records and Reports	15	25	1, 2	CO4	PSO2 PSO8			

Reference Books

1. Ahuja, Ram. (2001). *Research methods*. New Delhi: Rawat Publications.
2. Alison, Jane Pickard (2007). *Research methods*. London: Facet Publishing.
3. Ardily Pascal., & Tille Yves.(2006). *Sampling Methods: Exercise and Solutions.* New Delhi: Springer India PVT LTD.
4. Bryan, Alan. (2008). *Social research methods* (3rd ed.) New York: Oxford University Press.
5. Busha, Charles H, & Harter, Stephen P. (1980). *Research methods in librarianship: Techniques and interpretation*. New York: Academic Press.
6. Busha, Charles H. (1978). *Research Methods*. In Allen Kent, & Jay Daily (Eds.), *Encyclopedia of Library and Information Science* (Vol.25, pp. 254-293). New York: Marcel Dekker.
7. Chowdhary, G.G. (1999). *Introduction to modern information retrieval*. London: Facet Publishing.
8. Dhawan, S. M. (Ed.). (2004). *Library and information studies in cyber age*. Delhi: Authorspress.

9. Good, Phillip I. (2004). *A practical guide to data analysis: Sampling methods.* Mumbai: Jaico Publishing House.
10. Kerlinger, Fred N. (1986). *Foundations of behavioral research*. New York: Holt, Rinehart, and Wiston.
11. Kothari, C.R. (2006). *Research methodology: methods and techniques*. New Delhi: New Age International Limited.
12. Krishan Kumar. (1992). *Research methods in library and information science* (2nd ed.). New Delhi: Har Anand.
13. Kumar, P S G. (2004). *Research methods and statistical techniques* (Vol. 10, Paper XII of UGC modern curriculum). New Delhi: B. R. Publishing.
14. Lahiri, R. (1999). *Professionalism and research in library and information science*. New Delhi: Ess Ess Publications.
15. Punch, Keith F. (2005). *Introduction to social research: Quantitative and qualitative approaches.* London: Sage Publications Limited.
16. Ravichandra Rao, I K. (1985). *Qualitative methods for library and information science*. New Delhi: Wiley Eastern.
15. Seetharama, S., & Karisiddappa, C. R. (Eds). (1993) *Current research in library and information science*. Jaipur: RBSA Publishers.
16. Thanulingom, N. (2000). *Research methodology.* Bombay: Himalaya Publishing House.

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**		**Academic Year**	**2019-20**
Master's degree in Library and Information Science (MLIS): Regular Programme				
Year	**I**	**Core 3** **LIS2103C03: Information Technology Applications (Theory)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Demonstration, Online Presentation		

Course Outcome (CO): LIS2103C03

CO1: To understand the concepts relating to information and communication technology.
CO2: To acquaint with the concept of telecommunications and various communication media.
CO3: To understand the various data communication tools and techniques.
CO4: To generate awareness about internet communication and purpose of data security.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability	**Relevance to** Local (L)/	**Relation to** Gender (G), Environment and Sustainability

							(Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	National (N)/ Regional (R)/Global (G) developmental needs	(ES), Human Values (HV)and Professional Ethics (PE)
1	**Information Technology** • Concept, definition and components of IT • Client -- Server Technology: Concept, Use • Types of Servers	10	20	1, 2	CO1	PSO1 PSO3	EMP, ENT ,SD	N,G	ES
2	**Communication Technology** • Telecommunications – Signals: Analog and Digital. Modem – types, use. • Data Communication Concepts – Parallel and Serial; Synchronous & Asynchronous; Simplex, Half Duplex and Full Duplex • Switching Systems: Concept, Purpose, Types of switching • Gateways, Ethernet, Hub/Switches, Routers, NIC, Ports-USB: Serial, Parallel • Communication Media: Twisted Pair, Coaxial, Optic Fibres, Satellite Communication, VSAT, Microwave. • Wireless Communication: WAP / Wireless Internet, WLL, Cellular Communication.	20	30	1, 2	CO2	PSO3 PSO7			
3	**Communication Tools and Techniques** • Communication Tools and Techniques: An overview • Telex, fax, E-mail, Teletext/ Videotext, Videotex, Tele Conferencing, Video Conferencing and Voice Mail. Hyper Text and Hyper Media. Bulletin Board Service. • Markup Languages – HTML, XML, DHTML, SGML – Features. • Protocols: Definition, Concept. Types – General - TCP / IP; OSI. Other Protocols: SMTP, Telnet, FTP, HTTP, Z39.50.	15	25	1, 2, 3	CO3	PSO3 PSO7			
4	**Internet Communication and Data Security** • Internet Connectivity – Dial up, leased, ISDN, Digital Subscriber Lines (DSL). Bandwidth, Multiplexing.	15	25	1, 2, 3	CO4	PSO3 PSO5 PSO7			

	• Internet Searching: Web Browsers – Purpose, Functions and Facilities • Search Engines – Concept and need. Types–Search Engines and Meta Search Engines • Data Security: Concept, need, purpose. • Virus – Definition, Effect; Distinction between Malware and Computer Viruses • SPAM; Security Methods: Firewall, Anti-virus software								

Reference Books

1. Anderson, Cokie, G. (2006). *Ethical decision making for digital libraries*. Oxford, England: Chandos Publishing.
2. Artandi, Susan (1972). *Introduction to computer in information science* (2nd ed.). N.J.: Scarecrow Press.
3. Banerjee, H.R. (2002). *A Profile of Information Technology.* Mumbai: Jaico Publishing.
4. Boardman, Mark (2005). *The language of websites.* London: Rutledge Taylor & Francis Group.
5. Bolan, Kimberly, & Cullin, Robert (2007). *Technology made simple: An improvement guide for small and medium libraries*. Chicago: American Library Association.
6. Bride, Mac (1995). *The Internet*. London: Hodder Headline.
7. Carr, Houston H., & Snyder, Charles A. (2007). *Data communications and network security.* Boston: McGraw-Hill.
8. Chopey, Michael A. (Ed.). (2005). *Knowledge without boundaries: Organising information for the future.* Chicago: Association of Library Collections and Technical Services.
9. Chowdhary, G G, & Chowdhary, Sudha. (2003). *Introduction to digital libraries*. London: Facet Publishing.
10. Dowlin, K. (1984). *The electronic library*. New York : Neal Schuman.
11. *Dynamic interoperable web based information systems: Convention on Automation of Libraries in Education and Research Institutions [Fourth International CALIBER – 2006] Gulbarga, Karnataka State, INDIA. February 2-4, 2006.* Ahmedabad: INFLIBNET Centre
12. Forester, T (Ed). (1985). *The Information technology revolution*. Oxford: Blackwell.
13. Hughes, Lorna. (2004). *Digitizing Collections.* London: Facet Publishing.
14. *International conference on information management in a knowledge society, February21-25, 2005, Conference Papers.* (Vol. 1 & 2). New Delhi: Allied publishers.
15. *Information Technology: tools and applications.* New Delhi: Elsevier Science Marketing
16. Jordan, Mark. (2006). *Putting content online: A practical guide for libraries*. Oxford: Chandos Publishing.
17. Mathews, Joseph R. (2005). *Technology planning: Preparing and updating a library technology plan.* Englewood: Libraries Unlimited.
18. Poulter, A., Debra, H., & Tseng, G. (2000). *The library and information professionals: Guide to Internet* (3rd ed.). London: Library Association.
19. Poulter, A., Sargent G., & Tseng, G. (1999). *The library and information professionals: Guide to the World Wide Web*. London: Library Association.
20. Ravindranath, H. (1997). *Infrastructure for Information Technology.* New Delhi: Macmillan India Limited.
21. Satyanaryana, R. (1996). *Information technology and its facets.* New Delhi: Manak Publications.

Master's degree in Library and Information Science (MLIS): Regular Programme				
Year	**I**	**Core 4** **LIS2104C04: Management of Libraries and Information Centres-I (Theory)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Online Presentation		

Course Outcome (CO): LIS2104C04

CO1: To introduce modern management approaches and thoughts and their applicability to libraries.
CO2: To familiarize with different functions of management to effectively manage the modern libraries.
CO3: To acquaint students with application of concepts of quality management and TQM and their applicability to libraries.
CO4: To make understand the concepts of system analysis and design; project management; and relate those to libraries.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Management: Concept** • Management: Concepts, historical perspective, and purpose • Management Schools of thought • Management styles	15	25	1, 2	CO1	PSO4	EMP, ENT ,SD	N,G	PE
2	**Functions of Management** • Functions of management and their relevance to libraries and information centres: • Planning: Concepts, need and purpose, principles of planning, planning process- steps and factors, Management by Objective • Decision making: Concept; Process; Aids: Management Information Systems (MIS)	15	25	1, 2	CO2	PSO4 PSO7 PSO8			

	• Organizing: Concept, Models of organizational structure • Delegation of authority • Organizational Communication: Concept and role								
3	**Quality Management** • Quality management: Quality concept and elements • Quality standards- ISO-9001; Quality Audit. • Total Quality management: Definition, scope and purpose and application to Libraries and Information Centres	15	25	1, 2	CO3	PSO4 PSO10			
4	**Library System and Project Management** • Systems approach: Concept - Library system and its subsystems. • Systems analysis, evaluation and design. • Project management: Definition, objectives, constraints, planning and stages of project development. • Project Management Tools : PERT/CPM, Flow charts, Gantt chart, SWOT/C Analysis and Six Sigma	15	25	1, 2, 4	CO4	PSO4 PSO7 PS08			

Reference Books

1. Awad, Elias M. (1995). *Systems analysis and design*. New Delhi: Galgotia.
2. Bagade, Shankar D. (2000). *Total quality management.* Bombay: Himalaya Publishing House.
3. Berg, J., & Susan. (1993). *Total quality management: Implementing continuous improvement.* New Delhi: Excel Books.
4. Brophy, P., & Coulling, K. (1995). *Quality management for information and library managers.* Mumbai: Jaico Publications House.
5. Chapman, Edward A., Pierre, Paul L., & Lubans, John (1970). *Library systems analysis guidelines*. New York: Wiley-Inter-Science.
6. Evans, G. E. (1984). *Management techniques for librarians* (2nd ed.). New York: Academic Press.
7. Evans, G. E. (2000). *Management basics for information professionals,* 3rd ed. New York: Facet Publications.
8. Koontz, Harold & Welhrich, Heintz (1988). *Essentials of management* (9th ed.). New York: Mc Grow Hill.
9. Kumar, P S G. (2003). *Management of library and information centers* (Paper V of UGC Model Curriculum). New Delhi: B. R. Publishing.
10. Lock, Dennis & Smith, Davis J. (1993) . *Handbook of quality management.* Bombay: Jaico Publishing House.
11. Narayana, G.J. (1991). *Library and information management*. New Delhi: Prentice-Hall of India.
12. Seetharama, S. (1990). *Guidelines for planning of libraries and information centres*. Kolkata: IASLIC.
13. Wilson, A. (1979). *The planning approach to library management*. London: Library Association.

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**

Master's degree in Library and Information Science (MLIS): Regular Programme

Year	**I**	**Elective 1 (A)** **LIS2105E01: Information Products (Theory)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Demonstration, Online Presentation		

Course Outcome (CO): **LIS2105E01**

CO1: To acquaint students with information products
CO2: To know the techniques of preparing information products.
CO3: To make aware the services provided on the basis of information products.
CO4: To help students appreciate the concept of library consortia and their role in enriching information resources.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Information Products** • Information Products: Concept, Definition • Types of Information Products	15	25	1, 2	CO1	PSO1 PSO5 PSO6	EMP, ENT ,SD	N,G	ES,PE
2	**Development of Information Products** • Techniques in preparation of Newsletters, Bulletins, Indexing and Abstracting Journals, Trend Reports, News Digests, State-of-the-Art Reports, Glossaries, Directories, Thesaurus, and Bibliographies	15	25	1, 2	CO2	PSO6 PSO9			

	• Marketing of Information Products and Services								
3	**Services based on Information Products** • Information products vs services • Information Services resulting from information products – Bibliographic services, abstracting and indexing services, Document Delivery, CAS & SDI, services, Consolidation services, Translation services	15	25	1, 2	CO3	PSO6 PSO10			
4	**Library Consortia** • Library Consortia: Concept, Purpose, Problems and Prospects • Library Consortia Models and some initiatives • Library Consortia in India • Role of Consortia in Enriching the Information Resources	15	25	1, 2	CO4	PSO6 PSO7 PSO10			

Reference Books

1. Atherton, Pauline (1977). *Handbook for information systems and service.* Paris: UNESCO.
2. Babu, Ashok T., Ramaiah, L.S & Bedi, O. S. (2000). *Vision of Future Library and Information Systems.* New Delhi: Viva Books.
3. Bavakutty, Amudhavalli A. (Ed.) (2008). *Dynamics in Digital Information Systems.* New Delhi: Ess Ess Publications.
4. Kaula, P.N. (2004). *Changing Dimensions of Library and Information Services in India: A Cluster of Essays*. Agra: Y.K. Publishers.
5. Kulthau, Carol Collier. (2004). *Seeking Meaning: A process approach to Library and Information services (*2nd ed.). Connecticut : Libraries Unlimited.
6. *Library Consortia: Seminar Papers & Proceedings.* (2004). Hyderabad: IATLIS
7. *National Information Policies & Programmes: Seminar Papers.* (1991). 37th All India Library Conference. Delhi: ILA.
8. Parida, Baman. (1993). Studies *on information systems, services and programs in India and abroad*. Delhi: Ajanta.
9. Raghavan, K. S., & Prasad, K.N. (Eds.). (2009). *Library and Information Systems: From Alexandrian Heritage to Social Networking.* Bangalore: Ess Ess Publications.
10. Seetharama, S. (1997). *Information consolidation & repackaging: Framework, methodology, planning*. New Delhi: Ess Ess Publications.

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**

Master's degree in Library and Information Science (MLIS): Regular Programme

Year	**I**	**Elective 1 (B)** **LIS2106E01: Academic Library Systems (Theory)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2019-20 Year of Syllabus Revision: 2018	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment		

Course Outcome (CO): LIS2106E01

CO1: To understand the role of libraries in higher education of India
CO2: To familiarize with academic librarianship.
CO3: To get acquaintance with services and collection development in academic libraries.
CO4: To understand management of academic libraries.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Higher Education and Libraries** • University Education: University Education in Modern India • Objectives and Characteristics of Higher Education • Role of Library in Higher Education	15	25	1, 2	CO1	PSO6	EMP,SD	N,G	HV,PE
2	**Academic Librarianship** • Historical perspective of academic librarianship • University and college Libraries in India	15	25	1, 2	CO2	PSO6 PSO8			

	• Development in pre and post Independence period • Role of UGC in development of academic libraries								
3	**Academic Library Services and Collection Development** • Library Services in University and College Libraries • User Education • Library Committee • Collection Development: Policy, Procedures and Issues relating to selection, acquisition & maintenance of books, periodicals and other information sources. • Collection Evaluation	15	25	1, 2, 4, 5	CO3	PSO1 PSO6 PSO8			
4	**Management of Academic Libraries** • Personnel Management: Personnel Policies and staffing procedure • Status & Responsibilities of Academic Librarians • Financial Management: Financial Planning and Control • Budgets and Budgeting Techniques • Resource Generation	15	25	1, 2, 4	CO4	PSO4 PSO8			

Reference Books

1. Chaturvedi, D.D. (1994). *Academic libraries.* New Delhi. Anmol Publications.
2. Iyenger, Sreenidhi. (1996). *Academic libraries and budgetary control*. New Delhi: Anmol Publications.
3. Jayswal, P.K.(1989). *Indian academic libraries: inquiry in to cost management and utilization.* New Delhi: Kalinga Publication.
4. Jenkins, Clare., & Mary, Morley.(1995). *Collection management in academic libraries.* Mumbai: Jaico Publications House.
5. Mccullough, Kathleen.,& Pickett, Doyel C.(1977). *Approval plans and academic libraries*. America: Oryx Press.
6. Prabha, Neelam. (2004). *Automation in academic libraries*. Agra:Y.K Publishrs.
7. Sahai, Shri Nath.(1990). *Academic library system.* New Delhi: Ess Ess Publications.
8. Saharan Mahendra Singh.(2013). *Academic library system.* New Delhi: Random Publication.
9. Singh, Sewa.(1986). *Reference services in academic libraries in India.* New Delhi: Ess Ess Publications.
10. Sinha, Madan, Mohan.(2013). *Encyclopedia of academic library system.* New Delhi: Anmol Publications PVT LTD.
11. Trehan, G.L.(1985). *Collage library management: Academic library system, service and use.* New Delhi: Sterling publisher PVT LTD.
12. Wilson, L. R. (1966). *University library: the organization, administration, and functions of academic libraries*. New York: Columbia university press.

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**

Master's degree in Library and Information Science (MLIS): Regular Programme

Year	**I**	**Practical 1** **LIS2107L01: Information Technology Applications (Practical)**	**Credits / Hours per week**	**04**
Semester	**I**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Instruction, Demonstration, Hands on experience, Online Catalogue visits, Practical Assignments		

Course Outcome (CO): **LIS2107L01**

CO1: To develop the practical competency in working with various useful software for administrative and academic purpose.
CO2: To develop skill for building databases using library management software SOUL 2.0.
CO3: To develop the practical competency to work with open source software for library automation.
CO4: Hand-on practice to develop skill in navigating the Internet for open access e-resources and searching online databases.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Practice in useful software** Hands on experience with • Mail Merge • Spread Sheets • Power Point Presentations	15	25	1, 2, 3,4	CO1	PSO3 PSO5 PSO8	EMP, ENT ,SD	N,G	ES,PE
2	**Library Management Software: SOUL 2.0** • Hands on experience with SOUL 2.0 and Creation of	15	25	1, 2, 3,4,5,6	CO2	PSO3 PSO5			

	different Databases using SOUL 2.0					PSO7 PSO8			
3	**Library Management Software** • KOHA • NewGenLib (Creation of a database of minimum 20 records by each student in each software)	15	25	1, 2, 3,4,5,6	CO3	PSO3 PSO5 PSO7 PSO8			
4	**Online searching of databases** • Library Subscribed Databases • Online Journals • Networked Databases • Wikis • Blogs	15	25	1, 2,3,4,5	CO4	PSO3 PSO5 PSO8			

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Master's degree in Library and Information Science (MLIS): Regular Programme			
Year	**I**	**Project 1** **LIS2108P01: : Project Work and Viva Voce (Field Work)**	**Credits / Hours per week**	**02**
Semester	**I**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**50**
Mode of Transaction		Guidance, Discussion, online demonstration and viva		

Course Outcome (CO): **LIS2108P01**

CO1: To develop proficiency in planning, designing and preparing an information product.

No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability	**Relevance to** Local (L)/	**Relation to** Gender (G), Environment and Sustainability

							(Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	National (N)/ Regional (R)/Global (G) developmental needs	(ES), Human Values (HV)and Professional Ethics (PE)
	Students would take up the project to prepare an information product. They would have the option to choose any one of the following information products: • Thesaurus • Index • Abstract • Glossary • Directory • Bibliography • News Digest • Catalogue	30	100	3,4,5,6	CO1	PSO1 PSO5 PSO6 PSO9 PSO10	EMP, ENT ,SD	L,N,G	ES,PE

MLIS-SEM II

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**

Master's degree in Library and Information Science (MLIS): Regular Programme

Year	**I**	**Core 5** **LIS2201C05: Information Processing and Retrieval (Theory)**	**Credits / Hours per week**	**04**
Semester	**II**	Year of Introduction:2019-20 Year of Syllabus Revision:	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment		

Course Outcome (CO): LIS2201C05

CO1: To provide an understanding of information storage and retrieval systems.
CO2: To develop subject analysis and indexing skills for development of and to evaluate IR systems.
CO3: To appreciate and understand various bibliographic description standards and the emerging standards for electronic environment.
CO4: To develop ability to formulate search strategies for information retrieval.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Information Storage and Retrieval Systems** • Information Storage and Retrieval Systems: Concept, Components and IR tools • Information Analysis, Repackaging and Consolidation: Concept, Purpose and Application • Content Analysis: Meaning, Purpose and Application in LICs	15	25	1, 2	CO1	PSO1 PSO3 PSO5	EMP, ENT ,SD	N,G	PE
2	**Development of IR Systems**	15	25	1, 2, 3, 4	CO2	PSO1			

	• Indexing: Subject indexing process and policy • Indexing Languages: Types and characteristics • Vocabulary Control • Thesaurus – Structure and use. Construction of IR Thesaurus • Subject Headings – LCSH and SLSH – Structure and Functions • Automatic Indexing and abstracting Criteria for evaluation of IR Systems					PSO3 PSO5 PSO7			
3	**Bibliographic Description** • Standards for Bibliographic Description: An Overview • Metadata: Concept, Types and their Functions; Study of Dublin Core Metadata Element Set • FRBR: Background, Approach, Scope: Entities, Attributes, Relationships, Basic Requirements for National Bibliographic Records. • Resource Description and Access (RDA) • Data Mining; Data Warehousing • Digital Object Identifiers: Concept, application, DOI Foundation	15	25	1, 2, 4	CO3	PSO1 PSO3 PSO7			
4	**Information Retrieval** • Information Retrieval: Search processes and strategies: Preparation of query, steps in search strategy. • Strategies: Boolean Logic, Building Block search, Citation Pearl Growing, Successive Facet strategies, Pair wise Facet strategies, Word Proximity, Truncation. • Search tools in IR systems: Searching subject directories and specialized data bases.	15	25	1, 2, 3, 4, 5	CO4	PSO1 PSO3 PSO7 PSO8 PSO10			

Reference Books

1. Aitchison, Jean, Gilchrist, Alan, & Bawden, David. (1997). *Thesaurus construction and use: A practical manual* (3rd ed.). London: Aslib.
2. Broughton, Vanda. (2006). *Essential thesaurus construction*. London: Facet Publishing.
3. Chowdhury, G. G. (2004). *Introduction to modern information retrieval* (3nd ed.). London: Facet Publishing.
4. Cleveland, Donald B, & Cleveland, Ana D. (2001). *Introduction to indexing and abstracting* (3rd ed.). Englewood: Libraries Unlimited.
5. Foskett, A C. (1996). *The subject approach to information* (5th ed.). London: Library Association Publishing.
6. Heaps, H. S. (1978). *Information retrieval: Computational and theoretical aspects*. New York: Academic Press.
7. IFLA, ISBD Review Group. (2010). *ISBD (International Standard Bibliographic Description).*
8. IFLA, Study Group on the Functional Requirements for Bibliographic Records (2010). *Functional requirements for bibliographic records.* IFLA.
9. *International conference on future of knowledge organization in the networked environment*, 3-5 September 2007: IKONE 2007. Bangalore.

10. Joint Steering Committee for Development of RDA. (2010). *RDA: Resource description and access*.
11. Joseph, Miller (Ed.). (2010). *Sear's list of subject headings* (20th ed.). New York: H. W.Wilson Company.
12. Lazinger, Susan S. (2005). *Digital preservation and metadata: History, theory and practice*. Englewood: Libraries Unlimited.
13. Maxwell Robert L, (2014). *Maxwell's Handbook for RDA: Explaining and Illustrating RDA: Resource description and Access using MARC 21*. London: Facet Publishing
14. Olson, Hope A, & Boll, John J. (2005). *Subject analysis in online catalogues* (2nd ed.). Englewood: Libraries Unlimited.
15. Ranganathan, S R. (1967). *Prolegomena to library classification* (V 1). Bangalore: Sarada Ranganathan Endowment for Library Science.
16. Rowley, Jennifer E. (1987). *Organising knowledge: An introduction to information retrieval*. Aldershot, England: Gower.
17. Seetarama, S. (1997). *Information consolidation and repackaging.* New Delhi: Ess Ess Publications.
18. Sengupta, B. & Chatterjee, M. (1977). *Documentation and information retrieval*. Calcutta: The World Press.
19. Simmons, P, & Hopkins, A. (Eds.). (1992). *CCF: The common communication format for bibliographic information*. Paris: Unesco.
20. Walker, Geraldene, & Janes, Joseph. (2005). *Online retrieval: A dialogue of theory and practice* (2nd ed.). Englewood: Libraries Unlimited.

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Master's degree in Library and Information Science (MLIS): Regular Programme			
Year	**I**	**Core 6** **LIS2202C06: Research Methodology-II (Theory)**	**Credits / Hours per week**	**04**
Semester	**II**	Year of Introduction:2019-20 Year of Syllabus Revision:	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment		

Course Outcome (CO): LIS2202C06

CO1: To learn about different data presentation methods and tools for data analysis.
CO2: To learn about different statistical methods for data analysis and interpretation to research.
CO3: To develop research reporting skills.
CO4: To familiarize students with techniques and tools of LIS research and its trends.

Unit No.	Topic/Unit	Contact Hours	Weightage (%)	BT Level	CO	PSO	Elements of	Relevance to	Relation to Gender (G),

							Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Data Presentation and Analysis** • Data Analysis • Tabulation • Graphical Presentation of data: Bar diagrams, Pie-chart, Line Graphics and Histograms. • Software for Statistical Analysis – SPSS – Features	15	25	1, 2, 3	CO1	PSO2	EMP, ENT ,SD	N,G	PE

2	**Statistical Methods and Interpretation**
	• Descriptive Statistics
	  • Measurement and Scaling
	  • Measures of Central Tendency: Mean, Median, Mode.
	  • Measures of Variability: Standard Deviation.
	• Inferential Statistics
	  • Measures of Association: Linear Regression and Correlation Co-efficient.
	  • Testing of Hypothesis: Chi-square Test
		20	30	1,2, 3, 4	CO2	PSO2			

3	**Research Reporting** • Research Report: Structure, Style and Contents • Guidelines for Research Reporting • Writing a Citation • Computer: an aid to research	10	20	1, 2,3, 4, 6	CO3	PSO2 PSO10			
4	**LIS Research Methods** • Informetrics: Librametry, Bibliometrics, Scientometrics and Webometrics: Concept, Scope and Usefulness. • Bibliometric Laws – Bradford, Lotka and Zipf • Citation Analysis and Bibliographic Coupling • Trends in LIS Research • LIS Research in India	15	25	1, 2, 4	CO4	PSO2 PSO9 PSO10			

Reference Books

1. Ahuja, Ram. (2001). *Research methods*. New Delhi: Rawat Publications.
2. Alison, Jane Pickard (2007). *Research methods*. London: Facet Publishing.
3. Bryan, Alan. (2008). *Social research methods* (3rd ed.) New York: Oxford University Press.
4. Busha, Charles H, & Harter, Stephen P. (1980). *Research methods in librarianship: Techniques and interpretation*. New York: Academic Press.
5. Busha, Charles H. (1978). Research Methods. In Allen Kent, & Jay Daily (Eds.), *Encyclopedia of Library and Information Science* (Vol.25, pp. 254-293). New York: Marcel Dekker.
6. Chowdhary, G.G. (1999). *Introduction to modern information retrieval*. London: Facet Publishing.
7. Dhawan, S. M. (Ed.). (2004). *Library and information studies in cyber age*. Delhi: Authorspress.
8. Garfield, Eugene. (1979). *Citation Indexing: Its theory and application in Science, Technology and Humanities*. New York: John Willy and Sons.
9. Kerlinger, Fred N. (1986). *Foundations of behavioral research*. New York: Holt, Rinehart, and Wiston.
10. Kothari, C.R. (2006). *Research methodology: methods and techniques*. New Delhi: New Age International Limited.
11. Krishan Kumar. (1992). *Research Methods in Library and Information Science (2nd ed.).* New Delhi: Har Anand.
12. Kumar, P S G. (2004). *Research methods and statistical techniques* (Vol. 10, Paper XII of UGC modern curriculum). New Delhi: B. R. Publishing.
13. Lahiri, R. (1999). *Professionalism and research in library and information science.* New Delhi: Ess Ess Publications.
14. Punch, Keith F. (2005). *Introduction to Social Research: Quantitative and qualitative approaches.* London: Sage Publications Limited.
15. Ravichandra Rao, I K. (1985). *Qualitative methods for library and information science.* New Delhi: Wiley Eastern.
16. Wolfram, D. (2005). *Applied informetrics for information retrieval research*. Westport: Libraries Unlimited.

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Master's degree in Library and Information Science (MLIS): Regular Programme				
Year	**I**	**Core 7** **LIS2203C07: Digital Libraries and Networking (Theory)**	**Credits / Hours per week**	**04**
Semester	**II**	Year of Introduction:2019-20 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Demonstration, Online Presentation		

Course Outcome (CO): LIS2203C07

CO1: To understand the procedure of digitization and the development of digital libraries.

CO2: To understand the impact of e-documents on libraries.

CO3: To acquaint the students with library networking, its purposes and role of various networks in information sharing.
CO4: To introduce the concept of E-learning and Artificial Intelligence based expert systems and their application in libraries and information centres.
CO5: To familiarize students with web and web designing.

Unit No.	Topic/Unit	Contact Hours	Weightage (%)	BT Level	CO	PSO	Elements of Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	Relevance to Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	Relation to Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Digital Libraries and Digitization** • Digital Libraries: Genesis, Definition and Scope. • E-documents: Concept of e-books and e-journals. • Trends in production and availability of e-documents. Impact of electronic information on Libraries and Users. • Digitization – Concept, Procedures and Challenges • Input devices – OCR, Scanners & Cameras. • Data Compression: Image Formats (JPEG, GIF / BMP); Audio Formats (MPEG, MP3, WAV) and Image Editing.	15	25	1, 2, 4	CO1 CO2	PSO3 PSO5 PSO7 PSO8 PSO10	EMP, ENT ,SD	N,G	ES
2	**Library Networking** • Library Networking: Concept; Need; Purpose; and Areas of networking and Programmes • Types of Networks: General and Library. • General Networks: ERNET, NICNET, INFONET: Their objectives, Functions, Services and Activities. • Library Networks: OCLC, BLAISE, JANET, INFLIBNET, DELNET: Their objectives, Functions, Services and Activities.	15	25	1, 2, 4	CO3	PSO3 PSO7			
3	**Internet and Libraries** • Internet: Concept, Features, Services. • E-Learning • Open Access Initiatives • Artificial Intelligence (AI): Concept and Use.	15	25	1, 2. 3, 4	CO3	PSO1 PSO3 PSO7 PSO10			

	• Expert Systems / Knowledge based Systems and its application in Libraries and Information Centres.								
4	**Web and Web Designing** • Web: Concept, Features, Usefulness. • Web 2.0: Concept, Characteristics, Usage/Application • Semantic Web: Scope and challenges • Web Designing – Methods, Steps. • Content Creation for Web: Tools for content creation. • Designing library website	15	25	1, 2, 3, 4, 6	CO5	PSO3 PSO5 PSO7 PSO8 PSO10			

Reference Books

1. Allan, Barbara. (2002). E-*learning and Teaching in library and Information Services*. London: Facet Publishing.
2. Anderson, Cokie, G. (2006). *Ethical decision making for digital libraries*. Oxford, England: Chandos Publishing.
3. Atherton, Pauline (1977). *Handbook for information systems and service.* Paris: UNESCO.
4. Bertot, Carlo John, & Davis, Denice (Eds.). (2004). *Planning and evaluating library networked services*. Westport: Libraries Unlimited.
5. Bose, Kausik (1994). *Information networks in India: Problems and prospects*. New Delhi: Ess Ess Publications.
6. Bride, Mac (1995). *The Internet*. London: Hodder Headline.
7. Chowdhary, G G, & Chowdhary, Sudha. (2003). *Introduction to digital libraries*. London: Facet Publishing.
8. Dave, R. K., & Saini, M. L. (Ed.). (1991). *Computerization and library network: Proceedings of seminar papers of thirty sixth All India Library Conference*. Delhi: Indian Library Association.
9. Dowlin, K. (1984). *The electronic library*. New York : Neal Schuman.
10. *Dynamic interoperable web based information systems: Convention on Automation of Libraries in Education and Research Institutions [Fourth International CALIBER – 2006] Gulbarga, Karnataka State, INDIA. February 2-4, 2006.* Ahmedabad: INFLIBNET Centre
11. Forester, T (Ed). (1985). *The information technology revolution*. Oxford: Blackwell
12. Grosch, Audrey N. (1995). *Library information technology and networks* (2nd ed.). New York: Marcel Dekker.
13. Hughes, Lorna. (2004). *Digitizing collections.* London: Facet Publishing.
14. Kaul, H. K. (1992). *Library networks: An Indian experience.* New Delhi: Virgo Publications.
15. Tredinnick, Luke. (2006) *Digital Information Contexts: Theoretical Approaches to understanding Digital Information*. Oxford: Chandos Publishing.
16. Tedd, Lucy A. (1985). *An Introduction to computer based library systems* (2nd ed.). Chichester: John Wiley.
17. Vashishth, C.P. (Ed.). (1987). *Qualities in libraries: Proceedings of the 32nd national seminar of ILA held in Anantpur*. Delhi: ILA.
18. Xavier, C. (2000). *World Wide Web design with HTML*. New Delhi: TMH.
19. Rhyno, Art. (2005). *Using open source systems for digital libraries*. Westport: Libraries Unlimited.

Master's degree in Library and Information Science (MLIS): Regular Programme				
Year	**I**	**Core 8** **LIS2204C08: Management of Libraries and Information Centres-II (Theory)**	**Credits / Hours per week**	**04**
Semester	**II**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment		

Course Outcome (CO): LIS2204C08

CO1: To provide understanding human resource management process in libraries.
CO2: To introduce the concept of Organizational behavior and its role in management.
CO3: To understand the financial management, outsourcing and library entrepreneurship.
CO4: To acquaint with emerging trends in management of libraries and information centres.

Unit No.	Topic/Unit	Contact Hours	Weightage (%)	BT Level	CO	PSO	Elements of Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	Relevance to Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	Relation to Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Human Resource Management** • H R Planning and Policies • Components of HR planning: Job specification, Job analysis, job description and job evaluation • Staffing: Categorisation of Staff, Recruitment Procedure, Selection, training and development.	15	25	1, 2	CO1	PSO4 PSO6 PSO8	EMP, ENT ,SD	N,G	G,ES,HV,PE
2	**Organizational Behaviour** • Work relationships: Inter personal relations; Supervision and Control; Group Dynamics; Leadership and Performance Evaluation. • Motivation: Concept and Theories. • Management of Change: Concept, need for change, impact,	15	25	1, 2, 4	CO2	PSO4 PS06 PSO8			

	strategies for promoting change • Organizational culture								
3	**Financial Management** • Cost Effectiveness and Cost Benefit Analysis • Outsourcing: Concept, Need and Benefits; and areas of library outsourcing • Library Entrepreneurship	15	25	1, 2, 4	CO3	PSO4 PSO8			
4	**Trends in Library Management** • New Trends in Library management • Re-engineering in Library management • Use of IT for improving the management of LIC	15	25	1, 2, 4, 5	CO4	PSO4 PSO6 PSO7			

Reference Books

1. Arya, P.P., & Gupta, R.P. (1999). *Human Resource Management and Accounting.* Delhi: Deep & Deep Pub.
2. Curzon, S. C. (2006). *Managing change: a how-to-do-it manual for librarians* (2nd Revised ed.). London: Facet Publishing.
3. Evans, G. E. (1984). *Management techniques for librarians* (2nd ed.). New York: Academic Press.
4. Holroyd, G. (Ed.). (1979). *Studies in library management* (Vol. 1-4). London: Clive Bingley.
5. Jones, N., & Jordon, P. (1987). *Staff management in library and information work* (2nd ed.). Aldershot: Gower.
6. Kelley, Harold H., & Thibaut, H John W. (n.d). *Interpersonal Relations.* New York: John Wiely & Sons.
7. Killian, Ray.(1976). *Human Resource Management.* New York: AMCOM.
8. Koontz, Harold, & Welhrich, Heintz (1988). *Essentials of management* (9th ed.). New York: Mc Grow Hill.
9. Kumar, P S G. (2003). *Management of library and information centers* (Paper V of UGC Model Curriculum). New Delhi: B. R. Publishing.
10. Lancaster, F. W. (1988). *If you want to evaluate library.* London: LA.
11. Lowell, M. H. (1968). *Management of library and information centers.* Metuchen: The Scarecrow Press.
12. Mahapatra, P. K. (2002). *Human resource management in librari*es. New Delhi: Ess Ess Publishers.
13. Narayana, G.J. (1991). *Library and information management*. New Delhi: Prentice-Hall of India.
14. Pradhan, S. (2014). *Measurement of motivation and performance in university libraries.* Delhi: Shanti Prakashan.
15. Roberts, Stephen A. (Ed.) (1988). *Costing and the economics of library and information services*. London: ASLIB.
16. Sedwock, R. C. (1974). *Interaction: Interpersonal relationships in organizations.* New Jersey: Prentice Hall.

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Master's degree in Library and Information Science (MLIS): Regular Programme

Year	**I**	**Elective 2 (A)** **LIS2205E02: Science Information Systems (Theory)**	**Credits / Hours per week**	**04**
Semester	**II**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**100**
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Library visit, Online Presentation		

Course Outcome (CO): LIS2205E02

CO1: To introduce the concept of information systems and understanding different kinds of information systems.
CO2: To learn about planning and designing a National Information System in Science field.
CO3: To gain familiarity with Science information systems and their sources and services.
CO4: To explore internet based sources and services in sciences.

Unit No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Information Systems** • Information System: Basic Concepts, Components, Types and Characteristics of an Information System. • Kinds of Information Systems: Libraries, Documentation / Information Centres, Data Banks, Information Analysis Centres, Referral Centres, Clearing Houses, Translation Centres, Archives and Institutional Repositories	15	25	1, 2	CO1	PSO1 PSO5 PSO6 PSO8	EMP, ENT ,SD	N,G	ES
2	**National Information Systems in Sciences**	15	25	1, 2	CO2	PSO1			

	• National Information System -- Concept, Objectives and Functions; Planning and Design of NATIS • Information systems and networks in Sciences: International, Regional and National level (INIS, AGRIS; ASTINFO, PRISM; NISCAIR, DESIDOC, NCSI, NISSAT, ENVIS, NSTMIS, Biotechnology Information System Network, National Informatics Centre)					PSO6 PSO7			
3	**Information Sources and Services in Sciences** • Information sources and services in Sciences: Identification, Understanding and Evaluation (Chemical Abstract Service, BIOSIS, UNESCO- IFAP)	15	25	1, 2	CO3	PSO1 PSO6			
4	**Internet Sources and Services in Sciences** • Internet based sources and services in Sciences - Identification, Understanding and Evaluation (Web of Knowledge, INSPEC, MEDLINE, PubMed, PLoS, Scientific Information Service (from CERN))	15	25	1, 2, 4, 5	CO4	PSO1 PSO3 PSO6			

Reference Books

1. Atherton, Pauline. (1977). *Handbook for information systems and service.* Paris: UNESCO.
2. Babu, Ashok T., Ramaiah, L.S & Bedi, O. S. (2000). *Vision of Future Library and Information Systems*. New Delhi: Viva Books.
3. Bavakutty, Amudhavalli A. (Ed.) (2008). *Dynamics in Digital Information Systems*. New Delhi: Ess Ess Publications.
4. Buckland, Michael. (1991). *Information and information systems: New directions in information management.* New York: Praeger.
5. Bose, K. (1994). *Information networks in India: Problems and prospects*. New Delhi: Ess Ess Publisher.
6. Lazar, Peter. (1985*). Information System Design & Management.* Bangalore: Sarda Ranganthan Endowment For Library Science.
7. Parida, Baman. (1993). Studies *on information systems, services and programs in India and abroad*. Delhi: Ajanta.
8. Raghavan, K. S., & Prasad, K.N. (Eds.). (2009). *Library and Information Systems: From Alexandrian Heritage to Social Networking.* Bangalore: Ess Ess Publications.

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Master's degree in Library and Information Science (MLIS): Regular Programme			
Year	**I**	**Elective 2 (B)** **LIS2206E02: Social Science Information Systems (Theory)**	**Credits / Hours per week**	**04**

Semester	II	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	Maximum Marks / Grade	100
Mode of Transaction		Lecture, Discussion, Seminar, Assignment, Online Presentation		

Course Outcome (CO): LIS2206E02

CO1: To introduce the concept of information systems and understanding different kinds of information systems.
CO2: To learn about planning and designing a National Information System in Social Science field.
CO3: To gain familiarity with Social Science information systems and their sources and services.
CO4: To explore internet based sources and services in social sciences.

Unit No.	Topic/Unit	Contact Hours	Weightage (%)	BT Level	CO	PSO	Elements of Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	Relevance to Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	Relation to Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Information Systems** • Information System: Basic Concepts, Components, Types and Characteristics of an Information System. • Kinds of Information Systems: Libraries, Documentation / Information Centres, Data Banks, Information Analysis Centres, Referral Centres, Clearing Houses, Translation Centres, Archives and Institutional Repositories	15	25	1, 2	CO1	PSO1 PSO5 PSO6 PSO8	EMP, ENT ,SD	N,G	ES

2	**National Information Systems in Social sciences**
	• National Information System -- Concept, Objectives and Functions; Planning and Design of NATIS
	• Information systems and networks in Social Sciences at International, Regional and National level
	  • OECD (Organization for Economic Cooperation and Development)
	  • United Nations Research Institute for 1, 2Social Development (UNRISD)
		15	25	1, 2	CO2	PSO1
						PSO6
						PSO7			

	• Social Science Research Network (SSRN) • APINESS, Asia- Pacific Population Information Network (POPIN) • NASSDOC • Small Enterprise Information & Resource Network (SENET)								
3	**Information sources and services in Social Sciences** • Information sources and services in Social Sciences – Identification, Understanding and Evaluation (UNESCO-IFAP, MOST - Management of Social Transformations Programme, UNECE - United Nations Economic Commission for Europe, Intute: Social Sciences)	15	25	1, 2	CO3	PSO1 PSO6			
4	**Internet Sources and Services in Social Sciences** • Internet based sources and services in Social Sciences - Identification, Understanding and Evaluation (Web of Knowledge, ERIC, DARE - UNESCO Social Sciences Database, United Nations InfoNation)	15	25	1, 2, 4, 5	CO4	PSO1 PSO3 PSO6			

Reference Books

1. Atherton, Pauline. (1977). *Handbook for information systems and service.* Paris: UNESCO.
2. Babu, Ashok T., Ramaiah, L.S & Bedi, O. S. (2000). *Vision of Future Library and Information Systems*. New Delhi: Viva Books.
3. Bavakutty, Amudhavalli A. (Ed.) (2008). *Dynamics in Digital Information Systems*. New Delhi: Ess Ess Publications.
4. Buckland, Michael. (1991). *Information and information systems: New directions in information management.* New York: Praeger.
5. Bose, K. (1994). *Information networks in India: Problems and prospects*. New Delhi: Ess Ess Publisher.
6. Lazar, Peter. (1985*). Information System Design & Management.* Bangalore: Sarda Ranganthan Endowment For Library Science.
7. Parida, Baman. (1993). Studies *on information systems, services and programs in India and abroad*. Delhi: Ajanta.
8. Raghavan, K. S., & Prasad, K.N. (Eds.). (2009). *Library and Information Systems: From Alexandrian Heritage to Social Networking.* Bangalore: Ess Ess Publications.

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**
Master's degree in Library and Information Science (MLIS): Regular Programme			
Year	**I**	**Practical 2** **LIS2207L02: Digital Libraries and Website Designing (Practical)**	**Credits / Hours per week**	**04**

Semester	II	Year of Introduction:2019-20 Year of Syllabus Revision:	Maximum Marks / Grade	100
Mode of Transaction		Instruction, Demonstration, Hands on experience, Online Catalogue visits, Practical Assignments		

Course Outcome (CO): LIS2207L02

CO1: To develop practical skills to build digital libraries using software.
C02: To gain competency to develop institutional repositories.
CO3: To acquaint and apply skill to design web pages.
CO4: To develop practical competency to create library website.

Unit No.	Topic/Unit	Contact Hours	Weightage (%)	BT Level	CO	PSO	Elements of Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	Relevance to Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	Relation to Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
1	**Creation of Digital Library** Hands on experience using any one open source digital library software • Greenstone	15	25	1, 2, 3,4	CO1	PSO3 PSO5 PSO8	EMP, ENT ,SD	N,G	ES,PE
2	**Creation of Institutional Repositories** Hands on experience using • DSpace	15	25	1, 2, 3,4,5,6	CO2	PSO3 PSO5 PSO7 PSO8			
3	**Web Page Design** Hands on training on basics of Web Page design using • MS-Front page or Microsoft Office Publisher	15	25	1, 2, 3,4,5,6	CO3	PSO3 PSO5 PSO7 PSO8			
4	**Designing of Library Website** • Library and Information Centre web page design and creation	15	25	1, 2,3,4,5	CO4	PSO3 PSO5 PSO8			

	The Maharaja Sayajirao University of Baroda **Faculty of Arts** **Department of Library and Information Science**	**Academic Year**	**2019-20**
Master's degree in Library and Information Science (MLIS): Regular Programme			
Year	**I**	**Project 2** **LIS2208P02: : Project Work and Viva Voce (Field Work)**	**Credits / Hours per week**	**02**
Semester	**II**	Year of Introduction:2011-12 Year of Syllabus Revision: 2019	**Maximum Marks / Grade**	**50**
Mode of Transaction		Guidance, Discussion, online demonstration and viva		

Course Outcome (CO): **LIS2208P02**

CO1: To gain ability to conduct a survey.

CO2: To develop skills to write a research report.

No.	**Topic/Unit**	**Contact Hours**	**Weightage (%)**	**BT Level**	**CO**	**PSO**	**Elements of** Employability (Emp)/ Entrepreneurship (Ent)/ Skill Development (SD)	**Relevance to** Local (L)/ National (N)/ Regional (R)/Global (G) developmental needs	**Relation to** Gender (G), Environment and Sustainability (ES), Human Values (HV)and Professional Ethics (PE)
	Students would have the option to choose any one of the following areas for project work: • User Survey	30	100	3,4,5,6	CO1 CO2	PSO6 PSO9 PSO10	EMP, ENT ,SD	L, N,G	G,ES,PE

	• Use Survey • Library Collection Survey • Library Service/Function Survey • Print/Web Resource Evaluation								