GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

(A Central University)

MASTER OF LIBRARY AND INFORMATION SCIENCE

ONE YEAR (TWO SEMESTERS) POST GRADUATE DEGREE PROGRAM

Scheme of Examination w.e.f. Session: 2021-2022 Onwards

PROGRAM OUTCOMES

The programme learning outcomes relating to Master's degree in Library and Information Science include the following:

PO1: To Provide the students basic knowledge of the of the applications of the information technology and quantitative techniques including statistical methods.

PO2: Demonstrate in depth knowledge of the basic concepts, principles, theories and laws related with the broad field of Library and Information Science and its sub-fields such as Knowledge Society, Information Storage and Retrieval System, library management, Information Source, System and Programmes, Research Methods and Statistical Techniques, Information Analysis, Repackaging and Consolidation.

PO3: Apply skills in carrying out professional activities such as (i) Technical writing (ii) housekeeping operations using library management software and Information and Communication Technologies;(iii) Repackaging and consolidation (iv) user studies. (V) Internet and database searching.

PO4 : the learner will be able to use Library Automation and Open Source Softwares and design Library Web Page independently.

PO5: Would develop his/her research aptitude and skills in the field of Library and Information Science.

PO6: To train and expose to research problems through project works / Dissertation / Group Seminar

PO7 : Ability to seek job opportunities as library professionals capable of self-paced and self-directed learning.

PROGRAM SPECIFIC OUTCOMES

PSO1: Develop capacity to apply core ethical principles in professional and everyday practice.

PSO2 : To give the students an understanding of application of modern management ideas and techniques.

PSO3 : professional development for improving knowledge and skills and for re-skilling through continuing educational opportunities.

First Semester					
Courses	**Title**	**Credits (L:T:P)**	**MARKS DISTRIBUTION**		
			Continuous Evaluation	**Semester End Examination**	**Total Marks**
C1	**Core Courses (CC)** Knowledge Society	3:1:0	30	70	100
C2	Information Storage and Retrieval (Theory)	3:1:0	30	70	100
C3	Information Communication Technology for Libraries (Theory)	3:1:0	30	70	100
C4	Information Storage and Retrieval (Practice)	0:1:3	30	70	100
C5	Library Use and User Studies (Practice)	0:2:2	30	70	100
GE1 **GE2** **GE3**	**Generic Elective(GE)*** Webometrics, Informatics & Scientometrics Preservation and Conservation of Library Materials Media and Information Literacy	3:1:0	30	70	100
TOTAL		**24**	**180**	**420**	**600**
Second Semester					
C6	**Core Courses (CC)** Information Source, System and Programmes	3:1:0	30	70	100
C7	Management of Libraries and Information Centers/ institutions	3:1:0	30	70	100
C8	Research Methods and StatisticalTechniques	3:1:0	30	70	100
C9	Information Communication Technology for Libraries (Practice)	0:1:3	30	70	100
AECC1	**Ability Enhancement Compulsory Course(AECC)** Information Analysis, Repackaging and Consolidation	0:1:1	30	70	100
SEC1	**Skill Enhancement Course(SEC)** Technical Writing and Content Development	0:1:1	30	70	100
DSE1 **DSE2** **DSE3** **DSE4**	**Discipline Specific Elective(DSE)*** 1. Academic Information System 2. Agricultural Information System 3. Legal Information System 4. Industrial Information System	3:1:0	30	70	100
Project Work/Dissertation (In Lieu of DSE)		4	---	---	100
TOTAL		**24**	**210**	**490**	**700**

Note: * Any one

*** * Student may opt any one Course/opt any one Course (current/upcoming) available at SWAYAM and notified by the department.**

Note: *Practical and Viva-voce will be conducted by internal examiners.*

First Semester

Core Course – C1
Knowledge Society
TM 100(Internal Assessment 30+Theory 70) (Credit-04)

Objectives:

- This unit will introduce the notions of information and knowledge societies and examine in some detail their basic traits and characteristics.
  The principal differences between knowledge societies and pre-knowledge societies are explained and the major issues that need to be addressed in becoming a knowledge society are outlined.

Course Outcomes :

After studying this paper, students shall be able to:

CO1: An understanding of the differences among the notions of Data, Information and Knowledge**.**
CO2 : An understanding of different Acts and Laws related to information society
CO3 : The conceptual difference between information society and knowledge society .
CO4 : To get knowledge about the principal differences between knowledge societies and pre- knowledge societies.

CO5 : To get knowledge about the how to use the information in to the society.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	2	3	2	3	3	2	3	3
CO2	2	3	3	3	3	3	3	3	3	3
CO3	3	3	3	3	3	3	3	3	3	2
CO4	3	3	3	3	2	3	2	3	3	3
CO5	2	3	3	3	3	3	3	2	3	3

Unit 1: Data, Information and Knowledge

- Data, Information and Knowledge & Wisdom : concepts and differences
- information generation
- Communication channels, modes and barriers

Unit 2: Information Society

- Information Society: Genesis, characteristics and Implications
- Policies Programme Related to Information.
- Information Industries.
- Concepts of Freedom, Censorship, Fair Use. Creative Commons.
- Right to Information Act; Intellectual Property Rights; Information Technology Act; Plagiarism

Unit 3: Information Science

- Information Science: Definition, Scope, objectives
- Information Science as a Discipline & its relationship with other subjects
- Information communication Models

Unit 4: Economics of information

- Information as an Economic Resource
- E- Commerce and E-Governance
- Marketing of Information.

Unit 5: Information & Knowledge Management

- Information Management
- Knowledge Management
- Information Society Vs Knowledge Society

Reading List :

1. Abell Angela and Nigel Oxbrow, Competing with Knowledge: The Information Professional in the Knowledge Management Age. London: Facet Publishing, 2001.
2. Blaise Cronin. ed. Information Management: from strategies to action London Aslib,1985.
3. Bikowrtx W. R.: Knowledge Management Delhi PHI. 2000
4. Chorafas D. N. Knowledge Revolution. 1968.
5. Crawford, Marshali Jean: Information Broking: a new career in information work, London: L. A. 1988
6. Dhiman A.K.: Knowledge Management for Librarians. New Delhi: Ess Ess, 2009
7. Galatin, Malcolm & Laiter, Robert D eds. Economics of Information London : Nijhoff ,1981
8. Gurnsey, John and White Martin. Information Consultancy London Clive Binglev 1989.
9. Koenig Michael E.D. and Shrikantaiah(Ed): Knowledge Management: lessons learned what works and what doesn't, New Delhi: Ess Ess, 2008
10. Koenig Michael E.D. and Shrikantaiah T.K.(Ed): Knowledge Management in Practice : connection & context, New Delhi: Ess Ess, 2008
11. Kumar (PSG) A Student's Manual of Library &Information Science Delhi : BR Publishing

12 Cawkell, A.E., Ed. (1987). Evolution of an Information society. London: ASLIB.
13. Cronin, B (1981). Marketing of Library and Information services. London: ASLIB.
14. Eileen, E. D.S. (2002). Marketing concepts for Libraries and Information services. 2ndEd. London: Facet Publishing.
15. Jain, A.K and others Ed. (1995). Marketing of Information products and services. Ahmedabad: IIM.
16. Kotler, P. (1975). Marketing for non-profit organization. Prentice-Hall

Core Course –C2

Information Storage and Retrieval (Theory)

TM 100 (Internal Assessment 30 + Theory 70) (Credit - 04)

Objectives:

- To study various methods and techniques of information retrieval and search strategies
- To understand the perspectives and significance of Information retrieval in the present– context
- To develop skills in information processing, organization, and retrieval
- To familiarize students with information retrieval techniques
  To understand indexing concepts, theories, methods, and importance
- To familiarize students with current trends in information retrieval–

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Understand the objectives, components, and functions of information processing and retrieval systems

CO2: Gain the knowledge of information search, search techniques; search strategies; and other search formations

CO3: Clear understand the concepts, theories, methods and importance indexing languages, thesauri, and different subject headings

CO4: Understand the different kinds of indexing systems like Pre-Coordinate and Post coordinate, PRECIS, Chain Indexing, POPSI, KWIC, UNITERM Indexing, Citation indexing, etc.;

CO5 : To familiarize students with current trends in information Retrieval.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	2	3	3	3	3	2	3	3
CO2	2	3	3	3	3	2	3	3	3	2
CO3	3	3	3	2	3	3	3	3	3	3
CO4	3	2	3	3	2	3	2	3	2	3
CO5	3	3	2	3	3	3	3	3	3	2

Unit 1: Information Storage and Retrieval Systems

- Concepts, Objectives, Functions and component of ISAR system
- ISAR System: Operation Design
- Evaluation of ISAR System

- IR Models

Unit 2: Subjects Indexing: Principle and practices

- Indexing: Concept, Theories and Methods, Historical Development
- Pre coordinate Indexing system, Citation Indexing
- Post coordinates Indexing System- Keyword, Uniterm etc.
- Trends in Automatic Indexing

Unit 3: Vocabulary Control & Indexing Language

- Indexing Language: Type and Characteristics,
- Vocabulary Control: Tools, Need and Scope
- Thesaurus: Structure, Function and Construction

Unit 4: Searching Technique and Information Retrieval

- Man and Machine Retrieval System
- Search Strategies: Boolean Operations, Proximity Search, Heuristic Search, Navigational Search etc., Federated Search and Multimedia Databases Search
- Data Mining, Data Harvesting,: Dublin Core, OAI/PMH, Semantic Web

Unit 5: Advanced IR Techniques

- Cross-language retrieval
- Image retrieval
- Multimedia retrieval

Reading List :

1 Alberico, R. & Micco M.(1990). Expert systems for reference and information retrieval. West Port : Meckler. Aslib Atchison, J. & Alan G. A. (1972). Thesaurus construction: a practical manual. London: Aslib.
2 Atchison, J. & Gilchrist, A. (1972). Thesaurus construction: a practical manual. London: Aslib.
3 Austin, D. (1984). PRECIS: A manual of concept analysis and subject Indexing. 2nded.
4 Chowdhruy, G. G. (2003). Introduction to modern Information retrieval. 2nd Ed. London: Facet Publishing.
5 Cleaveland, D. B. (2001). Introduction to indexing and abstracting. 3rd Ed. Englewood Colo. : Libraries Unlimited
6 Crawford, M. J. (1988). Information broking: a new career in information work. London: Facet publishing.
7 Ford, N. (1991). Expert systems and artificial intelligence: An information manager's guide. London: LA. Page 45 of 73
8 Ghosh, S. B., & Biswas, S.C. (1998). Subject indexing systems: Concepts, methods and techniques. Rev. ed. Calcutta: IASLIC.
9 Lancaster, F. W. (1968). Information retrieval systems, characteristics, testing and evaluation. London: Facet publishing.
10 Lancaster, F.W. (2003). Indexing and abstracting in theory and practice. London: Facet publishing.
11 Pandey , S.K. (2000). Library information retrieval. New Delhi: Anmol.
12 Seetharama, S. (1997). Information consolidation and repackaging. New Delhi: Ess Ess publications.

13 Van, R.C.J.(1970). Information retrieval, 2nd ed. London: Butterworths.
14 Vickery, B.C. (1970). Techniques of information retrieval. London: Butterworths.

Core Course – C3

Information Communication Technology for Libraries (Theory)

TM 100(Internal Assessment 30 + Theory 70) (Credit-04)

Objectives:

- To introduce the students to the basics of IT and related issues
- To train students in using information technology tools and techniques in information access, service, management, and archival activities
- To be familiar with applications of computers and information Technology in libraries.

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Knowledge of automation software's and its application in .the library

CO2 : Knowledge about a basic features of internet and its various tools.

CO3: Knowledge of designing of webpage and content management.

CO4: Understand about the Concepts of digital library.

CO5 **:** To be familiar with applications of computers and information Technology in libraries.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	2	3	3	3	3	2	3	3
CO2	3	2	3	3	3	2	3	3	2	3
CO3	3	3	3	2	2	3	2	3	3	3
CO4	2	3	3	3	3	3	3	2	3	2
CO5	3	2	3	2	3	3	3	3	3	2

Unit 1: Library Automation

- Standards of automation
- Planning and Implementation of Library Automation.
- Housekeeping Operation of Library.
- Evaluation of Library Automation Software

Unit 2: Internet Basics Features and Tools

- Internet: Definition, application and Tools
- Internet Connectivity
- E-mail
- Internet Protocol:
- OSI Network Model and TCP/IP Reference Model
- Z39.50, and Z39.85
- Network Based Information Services

Unit 3: Web Page Designing &Content Management

- Hypertext and Hyperlink, Hypermedia
- Basic Code of HTML5.
- Web Based Content Development, Content Development software: JOOMALA /Word Press etc

Unit 4: Open Access to Scholarly Communication

- Scholarly Communication: Concept and Meaning
- Open Access: Overview, Definitions. Open access publishing (full, hybrids, library aspublisher, OA policies)
- People, Organizations (PLOS, SPRAC ,Budapest Open Access Initiative), and resourcesof Open Access
- Open Source Software :Identification ,Types and Use,

Unit 5: Digital Libraries

- Genesis ,Definition, Objectives ,Scope of Digital Libraries
- Study of digital Library Software: Greenstone, D-Space
- File Format :Text, Audio, Video and Image
- Software and Hardware for Digital libraries: OCR, Image editingsoftware,
- Input Capture Devices: Scanners, Digital Movie Cameras

Reading List :

1 Ahsan, N. (2002). Computer hardware guide. Delhi: Educational publishing house.
2 Allen, T., & Robert, N. (2002). Programming languages. New Delhi: Tata McGraw-Hill.
3 Balakrishnan, S. (2000). Networking and the future of libraries. New Delhi: Ess Ess publications.
4 Bansal, S. K. (2005). Information technology and globalisation. New Delhi: A.P.H. publishing.
5 Basandra , S. K. (2002). Computers today. New Delhi: Golgotia.
6 Clements, A. (2004). The principles of computer hardware. New York: Oxford publications.
7 Dhiman, A. K. (2003). Basics of information technology for librarians and information scientists. New Delhi: Ess Ess publications.
8 Gill, N. S. (2016). Handbook of computer fundamentals. New Delhi: Khanna book publishing Co.
9 Gupta, V. (2005). Rapidex computer course. New Delhi: Pustak mahal.
10 Hunt, R., & Shelley, J. (2002). Computers and common sense. New Delhi: Prentice-Hall.
11 James, K. L. (2013). Computer hardware. Delhi: PHI Learning Pvt. Ltd.
12 Jeanne, F. M. (2006). A librarian's guide to the internet: A guide to searching and evaluating information. Oxford: Chandos publishing.

Core Course – C4
Information Storage and Retrieval (practice)
TM 100(Internal Assessment 30 + Practice 70) (credit 04)

Objectives:

- Practical implication of Information Storage and Retrieval systems with special reference to UDC , Cataloguing, Indexing and so on.

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Understand the classification with special reference to UDC and different kinds of indexing systems like Pre-Coordinate and Post coordinate, PRECIS, Chain Indexing, POPSI, KWIC, UNITERM Indexing, Citation indexing, etc.;
CO2 : To get knowledge about the micro-documents.
CO3 : Understand about the cataloguing for various documents.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	2	3	3	2	3	2
CO2	3	3	3	3	3	2	3	3	2	3
CO3	2	3	3	2	3	3	2	3	3	2

Unit 1: Preparation of Class Number for Micro-Document using UDC.
Unit 2: Preparation of cataloguing entries for Complex Continuing Resources andNon- book Materials.

Unit 3: Indexing Practice using PRECIS and KWIC.

Reading List :

1 Alberico, R. and Micco M. (1990). Expert systems for reference and information retrieval. West Port:Meckler.
2 Atchison, J. and Gilchrist, A. (1972). Thesaurus construction: a practical manual. London: ASLIB.
3 Charles, T., Boyce, Bert R. and Kraft, Donald H. 2000. Text Information retrival Systems. (Library and Information Science). 2nd ed. California: Academic Press
4 Chowdhruy, G.G. (2003). Introduction to modern Information retrieval. 2nd ed. London: Facet Publishing.
5 Cleaveland, D. B. (2001). Introduction to Indexing and Abstracting. 3rd ed. Englewood, Colo: Libraries Unlimited.
6 Lancaster, F Wilfred. (2003). Indexing and abstracting in theory and practice.3rd ed. Urbana: University of Illinois.
7 Lancaster, F. W. (1968). Information retrieval systems, characteristics, testing and evaluation. London: Facet Publishing.
8 Neelameghan, A. (1995). Online Database searching and Retrieval: Strategies, Procedures,Commands and Problems – A brief guide. Bangalore: Sarada Ranganathan

Endowment for Library Science.

9 Pandey, S.K. Ed. (2000). Library Information retrieval. New Delhi: Anmol.

10 Van Rijsbergen, C.J. (2004). The Geometry of Information Retrieval. Cambridge: Cambridge University Press.

Core Course – C5
Library Use and User Studies
TM 100(Internal Assessment 30 + Practice 70) (Credit-04)

Objectives:

- Get to know about the importance and implication library use, user study and user education.

Course Outcomes :

After studying this paper, students shall be able to:

CO1 : Understand the basics of user studies, enumerate the scope of user studies,
CO2 : Discuss the importance of user studies,
CO3 : Know the various direct and indirect methods of Information Seeking Behavior with the practical implication

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	2	3	3	2	3	2	3	2	3
CO2	2	3	3	3	3	3	3	3	3	2
CO3	3	3	3	2	2	3	2	3	2	3

Unit 1: Information Users & Their information Needs

- Categories of Information needs
- Information needs: Definition & models
- Information Seeking behavior

Unit2:Techniques of Library & Information Centers Survey

- Proforma method
- Interview Method
- Records analysis method
- Survey of Libraries and Information Centers

Unit 3: User Educations & User Studies

- User Education : Concepts, Definition and Needs
- Methods and Techniques of User Studies
- Evaluation of User Studies
- Survey of Group of Users

Reading List :

1 Alvite, L. and Barrionuevo, L. (2011). Libraries for Users: Services in Academic Libraries. Oxford: Chandos Publishing.

2 Biblarz, D., Bosch, S. and Sugnet, C. (2001). Guide to Library User Needs Assessment for Integrated Information Resource Management and Collection

Management. Maryaland: Scarecrow Press, Inc.
3 Ford, N. (2015). Introduction to Information Behaviour. London: Facet Publishing.
4 Ford, N. (2015). Introduction to Information Behaviour. London: Facet Publishing.
5 Henry, M. and Morgan,S.(2002). Practical strategies for modem academic library. London: Aslib-IMI. Kawatra, P. S. (1997). Library user studies: Manual for librarians and information scientists. Mumbai, Jaico.
6 Kumar, P. S. G. (2004). Library and Users: Theory and Practice. Delhi: B. R. Publishing Corporation.

Generic Elective – GE1
Webometrics, Informatics & Scientometrics
TM 100 (Internal Assessment 30 + Theory 70) (Credit 4)

Objectives:

To provide an understanding of need for library and information service support to different types of Libraries. To help students to understand the nature of information sources, Web metrics, Informatrics & Scientometrics

Course Outcomes:

After studying this paper, students shall be able to:

CO1 :To get knowledge about the basic concepts of Webometrics, Informetrics, Scientometrics.

CO2: Get knowledge about application of Classical Bibliometric Laws.

CO3 : Get knowledge of Growth and obsolescence of literature & Science Indicators and Policy.

CO4 : To help students to understand the nature of information sources.

CO5 : Understand about the various types of literatures.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	2	3	3	2	2	3	3	2
CO2	3	3	3	3	3	3	3	3	3	3
CO3	2	3	2	2	2	3	2	3	2	2
CO4	3	3	3	3	3	3	3	2	3	3
CO5	2	3	2	3	3	2	3	3	3	3

Unit 1: Basic concepts of Webometrics

- Basic concepts: Webometrics, Informetrics, Scientometrics – Meaning, definitions and scope.
- Historical development.

Unit 2: Study and application of Classical Bibliometric Laws

- Study and application of Classical Bibliometric Laws –
- Lotka's law of scientific productivity,
- Bradford's law of scatter, and
- Zipf's law of word occurrence.

Unit 3: Study of the citation concepts

- citation analysis,
- citation network,
- citation matrix,
- bibliographic coupling,
- co-citation analysis,
- Journal Citation Reports,

Unit 4: Growth and obsolescence of literature

- Growth and obsolescence of literature.

- Various growth models,
- The half-life analogy,
- Determination of aging factor and half life

Unit 5: Science Indicators and Policy

- Science Indicators and Policy. Science Indicators.
- Science Policy Development.
- Web Impact Assessment.
- Link Analysis.
- Trends in informetrics

Reading List:

1 Egghe, L. and Rousseau, R. (2001). Elementary statistics for effective Library and Information services management. London: Aslib,

2 Garfield, E. (1979). Citation Indexing: Its theory and applications in Science, technology and humanities. New York: John Wiley.

3 Meadows, A.J. (1974). Communication in Science. London: Butterworths.

4 Neuendorf, K. (2002). The content analysis guidebook. London: Sage.

5 Nicholas D. and Ritchi, M. (1979). Literature & bibliometrics. London: Clive Bingley.

6 Ravichandra Rao, I.K. (1985). Quantitative methods for Library and Information Science. New Delhi: Wiley Eastern.

7 Thelwall, M. (2009). Introduction to webometrics: Quantitative web research for the social Sciences. Morgan and Claypool Publishers

Generic Elective – GE2
Preservation and Conservation of Library Materials
TM 100 (Internal Assessment 30 + Theory 70) (Credit 4)

Objectives:

- To familiarize students with the preservation and conservation of information sources;
- To know evolution of writing materials
- To understand different types of library materials, their preservation
- To study various National Archival Initiatives of different countries
- To know Digital Preservation;
- To study record management concepts and issues;
- To understand hazards to library materials and their preservation

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Educating students on tools and techniques of preserving information sources making them are of legal issues while digitizing and digital preservation/archives;
CO2: Familiarise with methods and process practiced to preserve important documents in libraries.
CO3: Knowledge of evolution of storage devices and materials used to record and preserve knowledge through ages till modern times;
CO4 :Awareness of hazards of library materials and modes used for their preservation;
CO5: Aware of Open Archive initiatives (OAI) and nature of information accessible through those open repositories;.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	2	3	3	2	3	3	2	3	3
CO2	3	3	2	3	3	3	3	3	2	3
CO3	2	3	3	3	2	3	3	3	3	2
CO4	3	3	3	2	3	3	3	3	3	3
CO5	3	2	3	3	3	2	3	2	3	2

Unit 1: Library Materials: Preservation and Conservation

- Need for Preservation and Conservation
- Evolution of Writing Materials
- Palm leaves and Birch Bark: Their Nature and Preservation
- Manuscripts, books, Periodicals, Newspapers, Pamphlets etc
- Non-Book Materials

Unit 2 : Hazards to Library Materials and Control Measures

- Environmental Factors
- Biological Factors
- Chemical Factors
- Disaster Management

Unit 3: Binding

- Different Types of Binding for Library Documents
- Binding Materials

- Binding Process
- Standards for Library Binding

Unit 4: Restoration and Reformatting

- Material Repair
- Microfilming and Digitization
- Preservation of digital documents

Reading List :

1 BALLOFFET (N) and HILLE (J).Preservation and Conservation for libraries and archives. 2009. EssEss.

2 CAPLE (C). Conservation skills: judgement, method and decision making. 2000.

3 HENLERSON (K L).Ed. Conservating and preservating library materials. 1983. University Graduate school of library and information science; Ithirois.

4 KATHPALIA (Y P).Conservationand restoration of archive materials.UNESCO manual of libraries;UNESCO. PLUMBE (W J).The preservation of books in tropical and subtropical countries. 1956. OUP; London.

Generic Elective –GE3
Media and Information Literacy
TM 50(Internal Assessment30 + Theory 70) (Credit 4)

Objectives:

Understanding of media and information literacy for providing better library services.

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Define media literacy;
CO2: Describe the process of media literacy;
CO3: Outline the core concepts of media literacy;
CO4: Evaluate the credibility of information;

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	2	2	3	2	3	3
CO2	3	3	3	3	3	3	3	3	2	3
CO3	2	3	3	2	2	3	2	3	3	2
CO4	3	3	2	3	3	3	3	2	3	2

Unit 1: Media and Information Literacy

- Media and Information literacy (MIL) definition, need and purpose,
- Role of MIL in the Society
- Theories and models of MIL
- MIL policies and strategies

Unit 2: Information Literacy

- Information Literacy Standards: Foundations & Implications
- Information Literacy Guideline :UNESCO, IFLA and ALA
- Data Literacy: Definition, Importance and scope
- Digital Literacy: emerging wed service

Unit 3: Ethics and Laws

- Media and information ethics: cyber laws and ethics
- Social Media Platforms and Tools
- Media Ethics

Unit 4: Understanding media and Society

- Defining Society and Mass Media
- Media and Public Opinion
- New Media and its Impact on Society

Reading List :

1 Media Now: Communication Media in the Information Age, By Joseph Straubhaar, Robert LaRose, Wadsworth Thomson Learning, 2000.
2 Media and Society: Challenges and Opportunities, Edited by Vir Bala Aggarwal, Concept Publishing Company, New Delhi, 2002.
3 Media in Society: Readings in Mass Communication, Caren J Deming, Samuel L Becker, Scott, Foresman and Company, Glenview, Illinois, 1988.
4 Introduction to Mass Communication: Media Literacy and Culture by Stanley J Baran , Edition 4 , McGraw Hill New York 2007.
5 Grassian, E. S., Kaplowitz J. R. (2009). Information Literacy Instruction: Theory and Practice. Chicago: Neal-Schuman Publishers, Inc.
6 Grassian, E. S., Kaplowitz J. R. (2009). Information Literacy Instruction: Theory and Practice. Chicago: Neal-Schuman Publishers, Inc.
7

Second Semester

Core Course – C6

Information Sources, Systems and Programmes

TM 100(Internal Assessment 30 + Theory 70) (Credit 4)

Objectives:

Get to know about the importance and form of information source and to know difference types of information systems and program.

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Know that information sources can be categorized by type, content and media.
CO2 : Get an idea about the contents of various categories of information sources.
CO3: Gather adequate knowledge about non-print media, their types and uses in libraries and information centers
CO4 : Get an idea of information used in various disciplines.
CO5 : Understand about the form of information

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	2	3	2	3	3	3	2
CO2	2	3	2	3	2	3	3	3	2	2
CO3	2	2	3	2	3	3	2	3	3	3
CO4	3	3	3	2	3	3	2	3	3	3
CO5	3	2	3	3	3	3	3	3	2	3

Unit 1: Information Sources

- Physical medium of information
- Print Media, Multimedia (Hypermedia) and Hypertext
- Non– Print Media: Microform, Electronic and Optical Media
- Evaluation of information sources- Print and electronic

Unit 2: Information Sources for Users

- Content Analysis and its Correlation to Clientele
- Customized Organization of Information Sources
- Citation Analysis of Information Sources and their Use
- Aid to information

Unit 3: Information Sources, Systems and Programmes

- Humanities
- Social Science
- Science and Technology
- Non Disciplinary Studies

Unit 4: Information Experts as Resource Persons

- Library and Information Personnel
- Science and Technology Information Intermediaries
- Database Designers and Managers
- Media Personnel as Sources of Information

Unit 5: Information Systems and Organizations

- Information Organization as a System: Basic Concepts, Types and Characteristics of an Information System
- Kinds of Information System: Libraries, Documentation Centers and Information Centers Data Centers, Information Analysis Centers, Referral Centers and Clearing Houses Archives and Translation Pools: Functions and Services

Reading List :

1 ATHERTON (Pauline): Handbook for information system and services (1997), UNESCO, Paris.

2 BAMAN (P): Studies on information systems, services and programs in India and abroad (1993) Ajanta, Delhi.

3 BARUA (B P): National policy on library and information systems and services for India: perspectives and projections. 1992. Popular Prakash an, New Delhi.

4 KOCHTANEK (TR) and MATTHEWS (JR): Library information systems: from library automation to distributed information access solutions (2002) Libraries Unlimited, West Westport.

5 NEELAMEGHAN (A) and PRASAD (K N), Eds. Information systems, networks and services in India (2 vols. 1998) Ranganathan Centre for Information Studies, Chennai.

6 VICKERY (BC): Information systems (1973) Butterworths, Washington

Core Course – C7
Management of Library and Information Centers/Institutions
TM 100(Internal Assessment 30 + Theory 70) (Credit 4)

Objectives:

- To train the student in the techniques of librarianship and management of library
- To understand the application of management theories in library and information area
- To study organizational structure of library and information centers.

Course Outcomes :

After studying this paper, students shall be able to:

CO1 : Familiarizing students with basic principles, practices, procedures to manage different types of libraries
CO2: Be able to understand concepts of management, functions, and principles of scientific management
CO3: Gain the knowledge of organizational structure
CO4: Experience the application of management theories in library management, organization or administration.
CO5 : To study organizational structure of library and information centers.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	2	3
CO2	3	3	2	3	3	3	3	2	3	3
CO3	3	2	3	2	3	2	3	3	3	2
CO4	2	3	3	2	2	3	3	3	2	3
CO5	2	3	3	2	3	3	2	3	3	3

Unit 1: Advanced Management Perspectives

- Concepts and schools of Management thoughts
- Management Information Science
- Functions and Principles of Scientific Management
- Change Management: concept and need

Unit 2: Human Resource Management

- Human Resource Management: Selection, Recruitment, Training, Development, Performance Appraisal
- Organizational Behavior
- Managerial Quality and Leadership

Unit 3: Financial Management

- Budgetary Control and Techniques
- Costing Techniques
- Cost Analysis
- Resource Mobilization and Outsourcing

Unit 4: System Analysis and Design

- Library Planning: Basic Concepts, Types and Procedures,

- System Approach
- Work Flow and Organizational Routine
- Monitoring and Control Techniques,

Unit 5: Collection management in electronic environment

- Electronic resources
- E-consortia

Reading List :

1 Bakewell, K. G. B. (1997). Managing user-centred libraries and information services. 2nd ed. London: Maxwell.
2 Bryson, J. (1996). Effective library and information management. Bombay: Jaico Pub.House
3 Chatterjee, A.K. (1982). Introduction to management: Its principles and techniques. Kolkatta: World Press.
4 Crawford, J. (1997). Evaluation of library and information services effectively. 2nd ed, London: Aslib.
5 Evans, G. E. (1983). Management techniques for librarians. 2nd ed. New York: Academic Press.
6 Evans, G. E. & Layzell, P. (2007). Management basics for information professionals. 2nd ed. London: Libraries Unlimited.
7 Gautam, J. N. (1991). Library and information management. New Delhi: Prentice Hall India.
8 Georgi, C., Bellanti, R., & Holbrook, F. K. (2013). Excellence in library management. Hoboken: Taylor & Francis.
9 Gupta, K. D. (2001). Library practice for effective management, New Delhi: Indian Library Association.
10 Hayes, R. M. (2001). Models for library management, decision-making, and planning. San Diego: Calif: Academic Press.
11 Hernon, P., & Altman, E. (1998). Assessing service quality: Satisfying the expectations of library customers. Chicago: American Library Association.
12 Hendry, J. D., & Batchelor, B. (1997). How to market your library services effectively. London: Aslib.
13 Jain, A. K. (1999). Marketing information products and services: a primer for library and information professionals. New Delhi: Tata McGraw-Hill

Core Course - C8

Research Methods and Statistical Techniques
TM 100(Internal Assessment 30+ Theory 70) (Credit 4)

Objectives:

- To familiarize students with concepts and types of research
- To know the research techniques and tools
- To understand the research methods and process
- To understand data analysis and interpretation

Course **Outcomes :**

After studying this paper, students shall be able to:

CO1: Familiar with theory of research and its methodology.
CO2: Familiar with identifying research problems and doing subject literature
CO3: Sample size and research instrument for data collection
CO4 : Understanding the mode of data collection and data analysis
CO5 : Knowledge use of statistical tools and techniques for data analysis and interpretation of research findings.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	3	2
CO2	3	2	3	2	3	3	2	3	2	3
CO3	3	2	3	3	2	3	3	2	3	3
CO4	2	3	3	2	2	3	3	3	3	3
CO5	3	2	3	3	2	3	3	2	3	2

Unit 1:Research Methods

- Research: Definition, Nature, characteristics, purpose and types
- Research Methods: types
- Hypothesis: Concept, Types, Research Question
- Scientific Methods: Features, Spiral of Scientific Method.

Unit 2: Research Design

- Research design: definition, purpose, types
- Characteristics & advantages of a good research design

Unit 3: Research technique and tools

- Data Collection: Meaning, Need, Purpose & Types
- Sampling technique and sampling error
- Scale and check list

Unit 4: Data analysis and interpretation

- Statistical methods: Concepts, definition and basic steps and factors involved.
- Measures central tendency: Mean, Median and Mode;
- Measures of Dispersion: Range, Mean Deviation and Standard Deviation;
- Measures of Variability and Correlation , t-test , z-test , ANOVA

Unit 5: Research Reporting

- Structure, Style, Contents

- Guidelines for research reporting
- Style manuals – Chicago – MLA- APA etc
- E-citation and methods of research evaluation

Reading List :

1 Bhandarkar. P.L, & Wilkinson. T. S. (1992). Methodology & techniques of social research Ed.9. Bombay: Himalaya.
2 Busha, C H & Harter, SP. (1980). Research methods in librarianship: Techniques and interpretation. New York: Academic.
3 Charles, H. et.al. (1993). Research methods in librarianship: Techniques and interpretations. New Delhi: Sage.
4 Fowler, F.J. (1993). Survey research methods. New Delhi: Sage.
5 Goode, W.J. & Hatt, P.K. (1980). Methods in social science research. New Delhi: McGraw Hill.
6 Gopal, M.H. (1990). An introduction to research procedudre in social sciences. Bombay: Asia,
7 Kothari. C.R. (1990). Research methodology. New Delhi: Wishwa prakashan.
8 Krishna Kumar (1992). Research methods in library in social science. New Delhi:Vikas.
9 Krishna, S. O. R. (1993). Methodology of research in social sciences. Bombay: Himalaya.
10 Krishnaswami, O.R.(1993). Methodology of research in social sciences. Bombay: Himalaya.
11 Leddy, P. D. (1980). Practical research: Planning design. London: Clive-Bingley.
12 Line, M.B. (1967). Library surveys. London: Clive Bingley

Core Course - C9
Information Communication Technology for Libraries (Practice)
TM 100 (Internal Assessment 30 + Practice 70) (Credit 4)

Objectives:

- To give practical training in the use of library automation software
- To familiarize students with open source library software
- To familiarize the students with various operating systems
- To familiarize the students about information technology and its application to Library and– Information work
- To give basic knowledge about the software aspects and library automation packages

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Able to understand and work on experience with IT products and services
CO2: Have the knowledge of working with computer hardware, software
CO3: Be trained to work with library automation and management tool
CO4: Overall knowledge of library automation and the parts of its operations using different types of software

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	2	3
CO2	3	2	3	2	3	3	2	3	2	3
CO3	3	3	2	3	2	3	3	3	3	2
CO4	3	3	3	3	3	3	3	2	3	3

Unit 1: Integrated Library Management Software

- Integrated Library Software packages: SOUL/ Koha
- Modules such as Acquisitions, Cataloguing, Circulation, Serial Control, Administration and OPAC
- Installation of ILMS Software

Unit 2: Digital Library Software

- Overview of Digital Library Software: D-Space, Greenstone, e-prints,
- Creation of Digital Repository through D-Space and/or Greenstone

Unit 3: Web designing

- Creation of web page using HTML
- Creation of blogs

Unit 4: Content Management Software

- Function and use of any Content Management Software: Joomla / Drupal / Wordpress

Note : This is only a broad outline, the coverage of topics in this paper will be elaborated by the concerned teacher.

Reading List :

1 CHOWDHURY (GG)and CHOWDHURY (Sudatta): Searching CD-ROM and Online Information Sources (2000) Library Association, London.
2 CHOWDHURY (G G) and CHOWDHURY (Sudatta): Organizing Information - from the shelf to the web (2007), Facet Publishing, London.
3 COOPER (Michael D): Design of Library Automation Systems: File Structures, Data Structures and Tools (1996), John Wiley, New York.
4 INFLIBNET: Software for University Libraries User Manual (2003), INFLIBNET, Ahmedabad.
5 NEELAMEGHAN (A) and LALITHA (SK): Tutor +: A Learning and Teaching Package on Hypertext Link Commands in WINISIS (2001), Sarada Ranganathan Endowment for Library Science, Bangalore.
6 NEGUS (Christopher): Linux Bible. (2005), John Wiley, New York.
7 SIMPSON (Alan): Windows XP Bible. (2004), John Wiley, New York.
8 UNESCO. CDS/ISIS for windows: reference manual (vo1.5, 2004), UNESCO, Paris.
9 WALKENBACH (John): et al. Office 2007 Bible (2007) John Wiley, New York.
10 WINSHIP (Ian) and McNAB (Alison): The Student's Guide to the Internet (2000), Library Association, London.

Ability Enhancement Compulsory Course -AECC1

Information Analysis, Repackaging and Consolidation

TM 100(Internal Assessment +Practice 70) (Credit 2)

Objectives:

- To know about the repackaging, consolidation and analysis of information and their use and importance.
- This paper focuses to enhanced the ability of the students to know difference tools and products of IAR and how to prepare and used in practical cynario

Course Outcomes :

After studying this paper, students shall be able to:

CO1: highlight the impediments and difficulties associated with fruitful use of existing information
CO2: explain the concepts of information consolidation and repackaging
CO3: trace the origins of the concepts of information consolidation and repackaging
CO4: assess the need for such service and explain the processes involved in information consolidation.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	3	2
CO2	2	3	2	3	3	2	3	3	3	2
CO3	3	3	2	3	3	3	3	2	3	3
CO4	3	3	2	3	3	2	3	3	3	3

Unit 1: Repackaging and Consolidation

- Packaging and Re-Packaging: Concept, Need, Purpose and Criteria
- Content Analysis
- Information Intermediaries

Unit 2: Information Analysis and Consolidation Centre's

- Genesis of Information Analysis and Consolidation(IAC) centre's
- IAC Centre's in India

Unit 3: Tools for IAR

- Indexes, Abstracts, Reviews, Digests, Markets Surveys
- Different Types of Abstracts

Unit 4: Information Products

- Nature Concept and Type
- Information Newsletter, House Bulletin, In-House communications,
- Trade Reports, Technical Digest, and Trend Reports, state-of- the –art- reports
- Electronic Content Creation

Reading List :

1 Alberico, Ralph and Micco Mary. (1990). Expert Systems for reference and information retrieval. West port : Meckler.
2 Austin, D. Precis, (1984). A manual of concept analysis and subject indexing. 2nd ed.
3 Baeza-Yates, R. A. and Ribeiro-Neto, B. (2010). Modern Information Retrieval (2nd ed.).Reading, Massachusetts: Addison-Wesley.
4 Barbara Allan. (2002). E-learning and Teaching in library and Information Services. London : Facet Publishing.
5 Bikowitz, W. R. (2000). Knowledge Management. Delhi: PHI.
6 Chowdhruy, G. G. (2003). Introduction to Modern Information Retrieval. 2nd edn. London, Facet Publishing.
7 Cleaveland, D. B., Cleveland, A. D. (1988). Introduction to Indexing and Abstracting. 1983. Crawford, Marshall Jean. Information broking: a new career in information work. London: LA.
8 Ford, Nigel. (1991). Expert Systems and artificial intelligence : An information manager's guide London: LA.
9 James Dearnley and John Feather (2001).The Wired World: An introduction to the theory and practice of the information society. London : Facet Publishing.
10 Jean Atchison & Alan Gilchrist. (1972). Thesaurus construction: a practical manual. London: Aslib.

Skill Enhancement Course - SEC1
Technical Writing and Content Development
TM 100 (Internal Assessment 30 + Practice 70) (Credit 2)

Objectives:

To understand the Structure and Functions of Technical Communication, Content Analysis, Content Developments.

Course Outcomes :

After studying this paper, students shall be able to:

CO1 : To know the technicalities of technical writing and technical communication,
CO2: Get to know the process of content development techniques and strategies through software.
CO3: Define about the content development software and their uses.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	2	3	2	3	3	2	3	3	2
CO2	3	3	2	3	3	3	2	3	2	3
CO3	2	3	3	2	3	3	3	2	3	3

Unit 1: Structure and Functions of Technical Communication

- Structure : Definition, Purpose, Characteristics and Functions
- Collection, Organization and Presentation of Data including Illustration
- Characteristic Features of Technical Writing
- Linguistic as medium of Expression of Thought

Unit 2: Content Analysis

- Concept and Scope
- Technical Quantitative and Qualitative
- Content Analysis-Applications (generation of Information Services and products)

Unit 3: Content Developments

- Content Development: Context setting, Norms and Guidelines
- Content Development software: JOOMALA, DRUPAL etc.
- Abstract Development, Citation styles

Reading List :

1 ALRED (G J), BRUSAW (C T) and OLIU (W E), Ed. Handbook of technical writing.2003.
2 Martin's Press. BALAKRISHNAN (S) and PALIWAL (P K). Abstracting Practices in Libraries. 2001.
3 Anmol ELANEGHAN (A). Technical writing, presentation of ideas. 1975.
4 GUHA (B). Documentation and Information. 1978. World Press; Calcuuta.
5 HARRIS (J S) & BLACKE (R H). Technical writing for social scientists. 1976.
6 ICASTER (F W). Indexing and abstructing in theory and practice 1991. University of Illinois.
7 KWARTA (P S). Fundamentals of documentation. 1989. Sterling.
8 LTHA (D J). Technical literature search and the written report. 1976.
9 MAHAPATRA (P K) and CHAKRABARTY (B). Organising information in Libraries. 1999. Ess Ess.
10 NEELAMEGHAN (A). Technical writing, presentation of ideas. 1975.
11 RANGANATH (S R). Documentation and its facets. 1963. Asia.
12 SAMSON (D C Jr.). Editing technical writing. 1993.OUP; New York.
13 SAMSON (D C Jr.). Editing technical writing.1993. OUP; New York. Editing problems in technical writing. 1988.
14 SEETHARAMA (s). Information consolidation and repackaging. 1997.
15 ESS Solving problems in technical writing. 1988

Discipline Specific Elective - DSE1
Academic Information System

TM 100(Theory 70+InternalAssessment30) (Credit 4)

Objectives:

- To encourage life-long learning among students to make them more knowledgeable in academic library system;
- To understand the concept, importance, functions, services and different types of– academic libraries;
- To know the background of development of higher education in India.

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Define the basic objectives of academic libraries

CO2: Identify the differences in school, college and university libraries

CO3: Explain the services and extension activities of academic libraries

CO4: Understanding the historical development of higher education in India.

CO5: Gain the knowledge of library finance and Infrastructure

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	3	2	3
CO2	3	3	2	3	3	3	3	2	3	2
CO3	3	2	3	2	3	3	3	2	2	3
CO4	2	3	3	3	2	3	3	3	3	2
CO5	2	3	3	2	3	3	3	3	3	2

Unit 1: Academic Libraries:

- Meaning, definition, importance, functions, services and types of– academic libraries;
- Users of academic libraries: types of users and their needs.

Unit 2: Higher Education and Libraries:

- History and development of higher education in India;
- Role of UGC in the development of higher education;– Monitoring / accreditation agencies in India - NAAC, NBA;– Role of knowledge commission in higher education

Unit 3: Library Finance and Infrastructure:

- Academic library finance and budgeting;
- Human resource management;
- Library buildings and equipments.

Unit 4: Planning and management of higher education

- Structure and organization of higher education in India ;
- Curriculum planning for higher education ;
- Universities and its structure

Unit 5: Collection Development in Academic Libraries:

- Types and character of academic library collection;–

- Acquisition of documents: selection, policy, and procedures, maintenance;–
- Problems of collection development

Reading List :

1 Adiseshaiah, M. S. (1992). Role of the library in the university. University News. 30(35),13.

2 Applegate, Rachel (2010). Managing the small college library. Englewood, CO: Libraries Unlimited.

3 Bhatta, R.K. (1995). History and development of libraries in India, New Delhi: Mittal. Brophy, P. (2005). The academic library. 2nd rev. ed. London: Facet publishing. Budd, J. (1998). The academic library: its context, its purposes, and its operation. Englewood, CO: Libraries Unlimited.

4 Cohen, L. B. (2008). Library 2.0 initiatives in academic libraries. Chicago: ALA. Page 36 of 73

5 Dale, P., Beard, J. & Holland, M. (2011). University libraries and digital learning environments. Aldershot (GB): Ashgate Publishing..

6 Datta, N. (1986). Academic Status for University and College Libraries in India. Delhi: IBB.

Discipline Specific Elective – DSE2

Agricultural Information System
TM 100(Theory 70+InternalAssessment30) (Credit 4)

Objectives:

To know how the information system runs in an agricultural institutional environment**.**

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Get to know the structure of agriculture Education and Agriculture Libraries, Information Source and Services in Agriculture, Agriculture Information System and Networks

CO2: To understand and analyze the current events and issues that are occurring in agriculture and how they affect futuristic agriculture.

CO3: Understand the impact of the professional agricultural solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.

CO4 : To demonstrate the ability to analyze data and draw appropriate statistical conclusions. To demonstrate the ability to communicate effectively both orally and in writing.

CO5 : This programme will also help students to enhance their employability for jobs in different sectors

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	2	3	3	3	3	2
CO2	3	2	3	2	3	3	2	3	2	3
CO3	3	2	3	3	2	3	3	2	3	2
CO4	2	3	3	2	2	3	3	3	3	3
CO5	3	2	3	3	2	3	3	2	3	2

Unit 1: Agriculture Education and Agriculture Libraries

- Growth and development of Agriculture education and research in India
- Role of Library in Agricultural education, research and Extension
- Development of Agriculture Library in India

Unit 2: Information Source and Services in Agriculture

- Specialized Collection and Information Sources
- Information Service and products in Agricultural Science and Technology with Special reference to India
- Agriculture Information Centers-National and International

Unit 3: Organization and Management of Resources

- General Principle of Information Management
- Information Organization, Processing and Dissemination
- Developing need based and on Demand Specialized Services

Unit 4: Information Needs

- Identifying special need of Agricultural faculty& research Staff
- User Studies of Local Agriculture Libraries

Unit 5: Agriculture Information System and Networks

- Current Trends in agricultural System and Networks
- Resource Sharing and Networking in Agricultural Libraries in India
- International Agricultural Database
- Professional Associations.

Reading List :

1 ALANCHARD (J R) and FARREL (Lois). Guide to sources for Agricultural and Biological Research. 1981.University of California Press; Bareley .p.735.

2 ALL INDIA Seminar on Agricultural Librarianship and Documentation Papers.1977. Ludhiana.

3 BANERJEE (S R) and MOITRA (S). Agricultural Documentation Services in India. ICAR Library; New Delhi.

4 BURKETT (J). Agricultural Research Index. 6th ed. Hariow, Longman.1978. pp.13-15.

5 DESMUKH(P P). Indian Council of Agricultural Research (Delhi). Agricultural University Libraries committee. Final Report. 1969. ICAR; New Delhi.

6 FAO: E-Agriculture in Action: Drones for Agriculture. 2018

7 FAO: The State of Food Security & Nutrition in the World. 2017

8 FAO:E –Agriculture Strategy Guide.2016 Free E-Learning Course materials of GODAN LILLEY (G P). Information sources in agricultural and Food Science. 1981.Butterworth;London.

Discipline Specific Elective – DSE3
Legal Information System
TM 100(Theory 70+InternalAssessment30) (Credit 4)

Objectives:

To know how the information system runs in Legal Information System

Course Outcomes :

After studying this paper, students shall be able to:

CO1: Be able to distinguish between the major kinds of law, legal systems and institutions.
CO2: Define, distinguish and apply the basic concepts and terminology of the law of contract.
CO3: Understand the structure of the legal institutions and the hierarchy of courts in India
CO4: Identify the relevant legal issues that arise on a given set of facts in the area of contract law
CO5: Develop an overview on various functions and processes of human resource Management

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	3	3	3	3	3	2	3	3
CO2	3	3	3	3	3	3	3	3	3	3
CO3	3	3	3	3	3	3	3	3	3	2
CO4	3	3	3	3	2	3	2	3	3	3
CO5	2	3	3	3	3	3	3	2	3	3

Unit 1: Law Librarianship

- Growth and Development of legal Institutional in India
- Nature Principle and Characteristics of legal Information and Law Libraries
- Type of Law Library

Unit 2: Information Source Collections

- Special Information Sources: Bills, Acts, Books, Serials, Law Court notice, Law case amendments
- Tribunal Report, Law Digests, Legal Judgment, Delegation Legislation
- Rules and orders, Legal information Sources and Lexicons

Unit 3: Organizations and Management of Resources

- Information Processing: Classification, Cataloguing and Indexing
- Developing special skills and Techniques to handle legal information (personnel)
- Managing finance: Funds & Fund Generation

Unit 4: Information need and services

- Special needs of lawyers and legal Professionals
- Study of Law Information Centers (Local)

- Special Services, Planning and design
- Preparation of rapports on Law Libraries (Local)
- Dissemination methods and techniques

Unit 5: Legal Information System & Networks

- Legal information System: National and International
- Structure and their services
- Legal Database and Digital Libraries
- Resource and Networks of Legal Information

Reading List :

1 BERRING(R). Cyberspace and traditional: legal information transmogrified. 2008. University of California.
2 BUTTERWORTHS Legal Research Guide. 2nd ed. 2001. OUP.
3 CLINCH (P). Using a Law library: a student's guide to legal research skills. 1992. Blackstone Press.
4 INSTITUTE OF Developing Economics and Japan External Trade Organization. Doing legal researches in -Asian countries. 2002. IDE-JETRO.2.Information resource centre. 1984-85.

Discipline Specific Elective – DSE4
Industrial Information System
TM 100(Theory 70+Internal Assessment30) (Credit 4)

Objectives:

To know how the information system runs in Industrial Information System.

Learning Outcomes :

After studying this paper, students shall be able to:

CO1: The Industrial Information System furnishes the information about the existing External and Internal Infrastructure such as road, air, rail and port connectivity and other common facilities in the manufacturing clusters.

CO2 : Recognition of the need for continued interest in maintaining and updating technical skills required by business and industry.

CO3: An ability to analyze problems and use appropriate skills and technology to reach solutions.

CO4: Enhance the learning environment to optimize student success.

CO5 : Maintain a solid foundation in business content, general education, and professional education.

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2	PSO3
CO1	3	3	2	3	3	2	2	3	3	2
CO2	3	3	3	3	3	3	3	3	3	3
CO3	2	3	2	2	2	3	2	3	2	2
CO4	3	3	3	3	3	3	3	2	3	3
CO5	2	3	2	3	3	2	3	3	3	3

Unit 1: Growth and Development of Industries& Industrialization Libraries

- Industrial Growth in India
- Type of Industries: Government and Non-Government.
- Role of Libraries and Information Center in Industries
- Categories of Industrial Libraries

Unit 2: Industrial Information Resource Collections

- Tread Literature
- Patents
- Standards
- Technical Reports Bulletins

Unit 3: Organizations and Management of Industrial Information

- Special Classification Scheme and Indexing System
- Planning and Designing Specialized information services and Products
- System approach to Planning and Design and Implementation
- Managing personal Skills and Finance

Unit 4: Information needs and Services of Industrial Libraries

- Special Classification Schemes and Indexing System
- Case Studies and field Experience of local Industries
- Preparation of Report of an Industrial Library Survey (Local)
- Marketing of Information
- Computerized Information Service

Unit 5: Industrial Information System and Network

- Industrial Information Centers and Networks National and International (SENDOC)
- Structure and their services
- Industrial Databases
- Resource Sharing and Networking of Industrial Information Centers in India

Reading List :

1 BURKETT (Jack). Industrial and related library and information services in the United Kingdom, 3rd Ed.1972.The Library Association; London.

2 CARTER (L F), ed, etc. National documents handling systems for Science and Technology.1967.John Wiely;New York.

3 DRTC: Rendering of names of Corporate bodies subject analysis with special references to Social Science. Documentation systems for industry. DRTC Annual Seminar,8 .DRTC,Bangalore, DRTC, 1970, pp 201-418.

4 EVANS (G E): Management techniques for libraries.1976. Academic Press; New York.

5 GOPINATH (M A) and SEETARAMA (S). Industrial Information systems and services. DRTC Annual Seminar ,17.DRTC, Bangalore, 1979.

6 GROGAN (D).Science and technology: an introduction to the literature. 4th ed. 1982. Clive Bingley; London.

7 HAMBURG (M). Library planning and decision making system. 1974.

8 HIUGHTON (Bemard). Technical information sources. 2nd ed , London, Clive Bingley, 1972.

9 JACKSON (E B) and JACKSON (R L). Industrial information systems: a manual for higher management and their information officer/Librarian Associates. 1978.Dowen Huchenson and Ross; .Strousberg.

10 MANLEY (Marian C). Library services to business: its place in the small city.1946.American Library Association; Chicago.

11 NEELAMEGHAN (A). Guide lines for policy on information manpower development.1978.UNESCO; ParIS.

12 RAVICHANDRARAO (I K). Planning and costing of a local abstracting Periodical. Annual Seminar DRTC,11.1974.

13 SEETARAMA(S). Budgeting in special libraries. Annual seminar DRTC, 11.1974

14 SINGER (T E R), Ed. Information and communication practice in industry.1958.Reinhold; New York.