



## 1.1.2

### List of Employability/ Entrepreneurship/ Skill Development Courses with Course Contents

Colour Codes		
Employability Contents	Green	
Entrepreneurship Contents	Light Blue	
Skill Development Contents	Pink	
Name of the Subjects/Related to all three Components (Employability/ Entrepreneurship/ Skill Development)	Yellow	

List of Courses Focus on Employability / Entrepreneurship/ Skill Development

**Department** :*Library and Information Science*

**ProgrammeName** :*B.Lib.I.Sc.*

**AcademicYear:** *2022-23*

**List of Courses Focus on Employability/Entrepreneurship/Skill Development**

Sr. No.	Course Code	Name of the Course
01.	LIUATT4	Basics of Information and Communication Technology (Theory)
02.	LIUATG1	Statistics for Librarianship
03.	LIUATG2	Digital Library: Fundamental
04.	LIUATG3	Collection Development
05.	LIUBLT4	Basics of Information and Communication Technology (Practice)
06.	LIUBLA1	Soft skill
07.	LIUBPD1	Internship Based-Project Work/ Field work/ Survey Report/ Literature Survey

**PROGRAM OUTCOMES**

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

- (a) 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 types of libraries, types of information sources, library management, reference and information services.
- (b) Demonstrate understanding of rationality and procedures of (i) selection, acquisition, classification, cataloguing and physical processing of documents; (ii) using Information and Communication Technologies in Libraries and Information Centers;
- (c) Demonstrate knowledge, understanding and skills that offer job opportunities as librarians in public libraries and school libraries; as assistant librarians in different types of college libraries, as library assistants / technical assistants in university libraries and other libraries of higher education institutes, as librarians and/or assistant librarians in corporate and industrial libraries, libraries of research institutes, etc.
- (d) Ability to classify simple, compound, and complex documents using standard classification schemes; capability to catalogue all types of documents using standard catalogue codes
- (e) Capable of self-paced and self-directed learning aimed at personal development.
- (f) To train and expose to research problems through Internship -Project work / Field Work / Survey Report / Literature Survey.
- (g) To make students fully aware of various sources of Information.
- (h) To familiarizes students with the role of library and information society.
- (i) Students will develop the professional competencies for LIS and related field.



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First Semester					
Courses Code	Title	Credits (L:T:P)	MARKS DISTRIBUTION		
			Continuous Evaluation	Semester End Examination	Total Marks
LIUATT1	<b>Core Courses (CC)</b> Foundation of Library and Information science	3:1:0	30	70	100
LIUATT2	Knowledge Organization - Classification (Theory)	3:1:0	30	70	100
LIUATT3	Knowledge Organization – Cataloguing (Theory)	3:1:0	30	70	100
LIUATT4	Basics of Information and Communication Technology(Theory)	3:1:0	30	70	100
LIUATT5	Information Sources, Systems and Services(Theory)	3:1:0	30	70	100
LIUATG1 LIUATG2 LIUATG3	<b>Generic Elective (GE)**</b> Statistics for Librarianship Digital Library: Fundamentals Collection Development	3:1:0	30	70	100
<b>TOTAL</b>		<b>24</b>	<b>180</b>	<b>420</b>	<b>600</b>
Second Semester					
LIUBTT1	<b>Core Courses (CC)</b> Library Management (Theory)	3:1:0	30	70	100
LIUBLT2	Knowledge Organization - Classification (Practice)	0:1:3	30	70	100
LIUBLT3	Knowledge Organization – Cataloguing (Practice)	0:1:3	30	70	100
LIUBLT4	Basics of Information and Communication Technology (Practice)	0:1:3	30	70	100
LIUBLA1	<b>Ability Enhancement Compulsory Course (AECC)** #</b> Soft Skill	0:1:1	30	70	100
LIUBLL1	<b>Skill Enhancement Course (SEC) #</b> Information Sources and Services (practice)	0:1:1	30	70	100
LIUBPD1	<b>Discipline Specific Elective (DSE)**</b> Internship Based-Project Work/ Field work/ Survey Report/ Literature Survey	4	30	70	100
<b>TOTAL</b>		<b>24</b>	<b>210</b>	<b>490</b>	<b>700</b>

Note: \*Any One

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

# Value added Courses

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

## LIUATT4

### Basics of Information and Communication Technology (Theory)

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

#### Objectives :

To get the basic knowledge about the Information and Communication Technology and its implication in the Library fields.

#### Learning Outcomes:

After studying this paper, students shall be able to:

1. Understand the structure of computer and functions of its various units
2. Plan and implement automation in library housekeeping operations and services
3. Evaluate various library management software
4. Identify and state the features of telecommunication channels, modes, media, modulation, standards and protocols
5. Highlight the nature and components of computer networks and their protocols and standards
6. Discuss of Internet, search engines and network security
7. Examine the concept of library networks and highlight their types and importance

#### Unit 1: Fundamentals of Computers

- Concept, Generations, Types, Hardware
- Units of Computers: Arithmetic and Logic Unit, Control unit, Input and Output Unit, Memory Unit
- Software: System Software; Application Software
- Introduction to Character Recognition
- Database

#### Unit 2: Library Automation

- Definition, Purpose, Historical Development of Library automation software.
- Library Management Software: Proprietary, Free and Open Source Software (FOSS); Evaluation

#### Unit 3: Telecommunication Technologies

- Transmission Channels, Mode, and Media, ISDN, PSDN, Hubs, Router, Modem
- Wireless Communication: Media, Wi-fi, Li-fi, Satellite Communication, Mobile Communication

#### Unit 4: Computer Networks & Security

- Computer Networks: Concept, Need, Topologies, Types: LAN, MAN, WAN
- Internet: Web Browsers, WWW, E-mail; Search Engines; Web2.0, Web3.0
- Internet Protocols and standard
- Intranet and Extranet, Internet Security

## Reading list:

1. Bharihoke, Deepak (2012). *Fundamentals of Information Technology*. 4<sup>th</sup> ed. New Delhi: Excel Books.
2. Borgman, Christine L. (2017). *Big data, little data, no data: Scholarship in the networked world*. Cambridge: The MIT Press.
3. Haravu, L. J. (2014). *Library automation: Design, principles and practice*. Allied Publishers, New Delhi.
4. Hennig, Nicole. (2017). *Keeping up with emerging technologies: Best practices for information professionals*. Santa Barbara: Libraries Unlimited.
5. Joiner, Ida. (2017). *Emerging library technologies: It's not just for geeks*. Oxford: Chandos Publishing.
6. Leon-Garcia, Alberto & Widjaja, Indra (2006). *Communication networks: Fundamental concepts and key architectures*. 2<sup>nd</sup> ed. New Delhi: McGraw-Hill.
7. Phadke, D. N. (2017). *Library information technology*. Pune: Universal Publications.
8. Rajaraman, V. & Adabala, Neeharika (2014). *Fundamentals of computers*. 6<sup>th</sup> ed. New Delhi: Prentice-Hall of India.
9. Tanenbaum, Andrew S. & Wetherall, David J. (2013). *Computer networks*. 5<sup>th</sup> ed. New Delhi: Prentice Hall.

## Generic Elective (GE)

LIUATG1

### Statistics for Librarianship

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

#### Objectives :

To know the Implication of statistical techniques and methods for the research purpose in Library science discipline.

#### Learning Outcomes :

After studying this paper, students shall be able to:

1. Know the use of statistical tools and techniques for data analysis and interpretation of research findings
2. Aware the methods of presenting and reporting research findings

#### Unit 1: Methods of Data Collection

- Data Collection Techniques: Primary and Secondary Data
- DataCollectionTools:Questionnaires,Schedule,Interview,ObservationScales And Check Lists, and Reports
- Sampling Techniques

#### Unit 2: Data Analysis and Interpretation

- Descriptive Statistics: Measures of Central Tendency; Mean ,Median and Mode
- Measures of dispersion
- Graphical Presentation of Data-Bar, Pie, Line Graphs, Histograms

#### Unit 3: Report Preparation

- Research Reporting: Structure, Style, Contents; Style Manuals-Chicago, MLA, APA etc.
- Codes and Standards
- Selective and Simplified Cataloguing

#### Unit 4: Measuring Techniques for Library Data

- Statistical Librarianship Librametrics,Bibliometrics,Scientometrics,Informetrics.
- Bibliographic Coupling, Co-citation Analysis
- Content Analysis, Citation Studies and Metrics

## **Reading List :**

1. Busha, CH & Harter, SP: Research Methods in Librarianship: Techniques and Interpretation, New York Academic 1980.
2. Mohsin , SM: Research Methods in behavioural Sciences ,Kolkatta Orient Longman, 1984.
3. Sharma , RN & Sharma, RK: Research methods in Social Sciences, Bombay, Media Promoters & Publishers Pvt. Ltd., 1987.
4. Sing, Sadhu: Research Methodology in Social Sciences, Bombay, Himalaya Publishing House, 1980.
5. Stevens , RE . Ed: Research Methods in Librarianship, London, Bingley 1971.
6. Wilson , EB: Introduction to scientific Research , New Delhi, Mc- Graw Hill, 1952.
7. Young, PV: Scientific Social Surveys and research, Ed 4, New Delhi, Prentice Hall, 1982.
8. Charles, H. et.al.: Research methods in librarianship: Techniques and interpretations, New Delhi: Sage, 1993.
9. Fowler, F.J.: Survey research methods. New Delhi: Sage, 1993. 10. Goode, W.J. and Hatt, P.K.: Methods in social Science research. New Delhi: McGraw Hill, 1986.



## Generic Elective (GE)

### LIUATG2

#### Digital Library: Fundamentals

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

#### Objectives :

- To develop skills for handling information sources.
- To provide practical exposure to different information sources.

#### Learning Outcomes :

After studying this paper, students shall be able to:

1. Understand and work on experience with IT products and services.
2. Get knowledge to work with digital library software and management tool Dspace etc.
3. Gain Overall knowledge of Digital Library and the parts of its operations using different types of software
4. Gain knowledge of both system software and application software related to Digital Library and management.

#### Unit 1 : Digital Libraries

- Digital Libraries : Concept and definition
- Historical development of Digital Libraries
- Major Digital Library Initiatives in India

#### Unit 2: Digitization Process

- Digitization: Definition, Purpose and Process,
- Selection of materials for digitization
- Software, hardware and best practices
- Scanners and scanner types
- OCR and OCR software.

#### Unit 3: ICT Application for DLs

- Open source software for Digital Library
- DSpace, GSDL : Features and comparative study of Dspace, Eprints and Fedora
- Open Standards and File formats, harvesting metadata.

#### Unit 4: Digital Library Architecture

- Components of Digital Library, Principles of Design
- Digital Preservation: Persistent identifiers :DOI and CNRI Handles
- User Interface-Principles of design

**Readings list:**

1. Arms, W. Y. (2005). Digital libraries. New Delhi: Ane Books.
2. Bose, Kausik. (1994). Information Networks in India: Problems and Prospects. New Delhi: Ess Ess,
3. Chowdury, G.G. (2003). Introduction to Digital Libraries. London: Facet Publishing,
4. Cohn, John M., Kelsey, Ann L., and Fiels, Ketih Micheal. (1998). Planning for Library Automation: A Practical Handbook. London: Library Association.
5. Papy, F. (2013). Digital Libraries. Somerset: Wiley.
6. Pedley, Paul. (2001). The invisible Web: Searching the hidden parts of the Internet. London: Aslib.
7. Xavier, C. (2000). World Wide Web Design with HTML, New Delhi: TMH.

## Generic Elective (GE)

### LIUATG3

#### Collection Development

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

**Objectives :** To know the importance and policies of collection development in library .

**Learning Outcomes:**

**After studying this paper, students shall be able to:**

1. Understand the various types of collection in library
2. Gain knowledge about different selection procedure ,evaluation techniques ,preservation processes and policies related to collection development

#### Unit 1: Basics of Collection Development

- Definition, Need and Function
- Collection Development Policy
- Collection Development Vs Collection Management

#### Unit 2: Types of Collection

- Collection: Importance of collection in library
- Conventional Documents
- Electronic Resources

#### Unit 3: Document Selections and Acquisition Procedure

- Acquisition Programme: Objectives and Functions
- Allocation of Library Funds: Norms and Standards
- Problems in Acquisition of reading Materials
- Good Office Committee

#### Unit 4: Collection Evaluations and Weeding

- Collection Evaluation: Definition, Need, and Utility
- Techniques/Methods of collection evaluation
- Weeding: Need and Importance

#### Unit 5: Preservation, Its Impact on Collection Development

- Preservation: Need, Methods, Limitations and Remedies
- Causes of deterioration and preventive methods of preservation
- Impact of IT on Collection Development

**Reading List :**

1. Academic Libraries: Role in the National Development, by Dorothy Issac, A.A.N. Raju and L.S. Ramaiah (Ed) (1993). Madras: T.R. Publications. (Section 2 : Collection Development).
2. Advisory Committee for Libraries. (Chairman : K.P. Sinha) (1960). Report. Rev. ed. Manager of Publications p. 63 (Govt. of India); 1961, Delhi, India.
3. American Library Association (1956). Public Library Service: A Guide to Evaluation with Minimum Standard. Chicago, ALA. American Library Association. (1977). Resources and Technical Services Division. Guidelines for the Formulation of Collection Development Policies. In Library Resources & Technical Services, Volume 21. pp. 40-47.
4. Gelfand, M.A. (1974). University Libraries for Developing Countries. Delhi: The University Book.
5. Hingwe, K.S. (1982). Management of University Libraries in India: Principles and Practices. Calcutta: The World Press.
6. India. University Grants Commission (1965). Library Committee (Chairman: S.R. Ranganathan) University and College Libraries: Report. New Delhi: UGC.
7. Indian Library Association. 13th All India Library Conference, Jaipur, January 28- 31, 1985. Building Library Collections and National Policy for Library and Information Services. Seminar Papers. Ed. by P.B. Mangla, Delhi: Indian Library Association.
8. Krishan Kumar (1985). Library Manual, New Delhi: Vikas Publishing House.
9. Mittal, R.L. (1993). Library Administration: Theory and Practice. Ed.5. New Delhi: Metropolitan Book.
10. Ranganathan, S.R. (1989). Library Book Selection. Ed.2. Bangalore: Sarada Ranganathan Endowment for Library Science.

## LIUBLT4

### Basics of Information and Communication Technology (Practice)

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

#### Objectives :

To get the basic practical knowledge about the Information and Communication Technology and its implication in the Library fields.

#### Learning Outcomes:

After studying this paper, students shall be able to:

1. Create, edit and manage files using Word Processing, Spread Sheet and Power Point Presentation software
2. Carry out library housekeeping operations using library management software
3. Generate different types of report using library management software
4. Search information from internet and databases adopting suitable search strategies
5. Get to know about bibliographic information

**Unit1:**Computer Hardware: Computer Structure, Input and Output Devices, Memory Devices and their use, Use of Operating System; Application Software: Use of Word Processing Software, Spread Sheet Management Software and PowerPoint Presentation Software,

**Unit2:**Integrated Library Management Software, Definition, Modules, Open Source ILMS-KOHA, its features and functions.

**Unit3:**Searching and Retrieval: Search Strategy and Techniques, Keyword Search, Phrase Search, Boolean Search, Proximity Search, Field Search, Use of different search filters

**Unit4:**Searching Information from Internet using Different Search Engines; Searching Web OPAC,WorldCat,IndCat, Sodhganga, National Digital Library (NDL), Directory of Open Access Journals (DOAJ), Directory of Open Access Books (DOAB), Google Scholar

#### Reading list:

1. Brown, Christopher & Bell, Suzanne (2018). *Librarian's guide to online searching: cultivating database skills for research and instruction*. 5<sup>th</sup> ed. London: Libraries Unlimited
2. Clayton, Marlene (2018). *Managing library automation*. 2<sup>nd</sup> ed. London: Routledge.
3. Markey, Karen (2019). *Online searching: A guide to finding quality information efficiently and effectively*. 2<sup>nd</sup> ed. Lanham, Maryland: Rowman & Littlefield Publishers.

4. Marmel, Elaine (2015). *Office 2016 Simplified*. Hoboken. New Jersey: John Wiley & Sons.
5. Mishra, Vinod Kumar (2016). *Basics of library automation, Koha library management software and data migration: Challenges with case studies*. New Delhi: EssEss Publications.

## Ability Enhancement Compulsory Course - AECC

### LIUBLA1

#### Soft Skill

#### TM 100(Internal Assessment 30 + Project 70 ) (Credit 2)

#### Objectives:

To increase the communication ability and to improve the skills to become more effective library professionals.

#### Learning Outcomes:

After studying this paper, students shall be able to:

1. Get knowledge about the fundamental of communications .
2. Get to know about the work place skills and overall communications skills.

#### Unit 1 : Communication Fundamentals

- Communication, definition, types and purpose
- Listening Skills
- Speaking Skills
- Writing Skills

#### Unit 2: Preparing for Job Interview

- Resume Writing
- Preparing for an Interview
- Effective Interview Skills
- Group Discussion

#### Unit 3: Workplace Skill

- Inter personal communication
- Working in Teams
- Presentation Skills
- Negotiation Skills

#### Unit 4 : Personality Development

- Time Management
- Stress Management
- Leadership

#### Reading List :

- 1.Gladis, S. D. (1993). Write type, personality types and writing styles. Amherst, Mass.: Human Resource Development Press.
- 2.Gupta, S. (2009). Personality development and communication skills. Jaipur, India: Book Enclave.
3. Karten, N. (2010). Presentation skills for technical professionals achieving excellence.. Ely: IT Governance Publications.
- 4.Masters, L. A., Wallace, H. R., & Harwood, L. (2011). Personal development for life and work (10th ed.). Australia: South-Western Carnage Learning.
- 5.McMurry, J. H. (2002). The etiquette advantage: personal skills for social success. Wilmington, NC:

## Discipline Specific Elective – DSE

### LIUBPD1

#### Internship -Project work / Field Work / Survey Report/ Literature Survey

TM 100 (Internal Assessment 30+ Practice 70) (Credit 04)

#### Objectives :

- To know the impact of different Library and information system toward the society
- how the Library services run in the various library structure along with the importance and implication of Media Centers .
- To get the information about various kind of the libraries.

#### Learning Outcomes:

**After studying this paper, the students shall be able to:**

- To get knowledge how to do internship -project work , field work and different types of perspective.
- Understand the nature and role of different types of Libraries and Information Systems
- To get knowledge how to select , organize , analyze and maintain of reading material in the libraries.

**Themes: Library Services , Classification, Cataloguing , Reference Services, Indexing, abstracting , Library Digitization, E-resources, Collection development, Resource sharing and Library Networking , User Education, Use of Libraries, Library Literacy.**

**Note :** This paper is related to major areas of Project work / Field Work / Survey Report / Literature Survey in the field of library and information science. Every Students has to prepare and submit Project work from any one area related to the topics given below .

- Public Libraries
- School Libraries
- College Libraries
- University Libraries
- National Libraries
- Special Libraries
- Children Libraries
- Libraries for Prisoners
- Private Libraries



- Libraries for Specially-able
- Online Libraries
- Mobile Libraries
- Village Libraries,
- Personal library , etc.

**\*Evaluation Criteria and Distribution of marks:**

(a) Concept Note including the formulation of objectives and hypothesis-	30
(b) Review of Literature-	30
(c) Justification of scope-	10
(d) Presentation skill including ability to answer the questions-	20
(e) Resources used –	10

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Total = 100  
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Bilaspur (C.B.)

List of Courses Focus on Employability / Entrepreneurship/ Skill Development

**Department** : *Library and Information Science*

**ProgrammeName** : *M.Lib.I.Sc.*

**AcademicYear:** *2022-23*

**List of Courses Focus on Employability/Entrepreneurship/Skill Development**

Sr. No.	Course Code	Name of the Course
01.	LIPALT4	Information storage and retrieval (practice )
02.	LIPALT5	Library use and user studies (Practice)
03.	LIPBLT3	Information Communication Technology for Libraries (Practice)
04.	LIPBLA1	Information Analysis, Repackaging and Consolidation
05.	LIPBPF1	Discipline Specific Elective(DSE)** Project work/ Dissertation/ Group Seminar

**GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)**  
(A Central University)  
**MASTER OF LIBRARY AND INFORMATION SCIENCES**  
**ONE YEAR (TWO SEMESTERS) POST GRADUATE DEGREE PROGRAM**  
**CBCS BASED PROGRAMME**  
**Scheme of Examination w.e.f. Session: 2022-2023 Onwards**

**PROGRAM OUTCOMES**

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

- (a) To Provide the students basic knowledge of the of the applications of the information technology and quantitative techniques including statistical methods.
- (b) 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.
- (c) 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.
- (e) To give the students an understanding of application of modern management ideas and techniques.
- (f) Would develop his/her research aptitude and skills in the field of Library and Information Science.
- (g) Develop capacity to apply core ethical principles in professional and everyday practice.
- (h) 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.
- (i) To train and expose to research problems through project works / Dissertation / Group Seminar
- (j) the learner will be able to use Library Automation and Open Source Softwares and design Library Web Page independently.
- (k) find placement in Public, Academic, Corporate and Special Libraries in India and Abroad.

<b>First Semester</b>					
<b>Courses</b>	<b>Title</b>	<b>Credits (L:T:P)</b>	<b>MARKS DISTRIBUTION</b>		
			<b>Continuous Evaluation</b>	<b>Semester End Examination</b>	<b>Total Marks</b>
LIPATT1	<b>Core Courses (CC)</b> Knowledge Society	3:1:0	30	70	100
LIPATT2	Information Storage and Retrieval (Theory)	3:1:0	30	70	100
LIPATT3	Information Communication Technology for Libraries (Theory)	3:1:0	30	70	100
LIPALT4	Information Storage and Retrieval (Practice)	0:1:3	30	70	100
LIPALT5	Library Use and User Studies (Practice)	0:2:2	30	70	100
LIPATG1 LIPATG2 LIPATG3	<b>Generic Elective(GE)*/**</b> Webometrics, Informatics & Scientometrics Preservation and Conservation of Library Materials Media and Information Literacy	3:1:0	30	70	100
<b>TOTAL</b>		<b>24</b>	<b>180</b>	<b>420</b>	<b>600</b>
<b>Second Semester</b>					
LIPBTT1	<b>Core Courses (CC)</b> Information Source, System and Programmes	3:1:0	30	70	100
LIPBTT2	Management of Libraries and Information Centers/ institutions	3:1:0	30	70	100
LIPBTT3	Research Methods and Statistical Techniques	3:1:0	30	70	100
LIPBLT3	Information Communication Technology for Libraries (Practice)	0:1:3	30	70	100
LIPBLA1	<b>Ability Enhancement Compulsory Course(AECC)#</b> Information Analysis, Repackaging and Consolidation	0:1:1	30	70	100
LIPBLL1 LIPBLL2	<b>Skill Enhancement Course(SEC)*#</b> Technical Writing and Content Development Sources of Indian Knowledge System	0:1:1	30	70	100
LIPBPF1	<b>Discipline Specific Elective(DSE)**</b> Project work/ Dissertation/ Group Seminar				
<b>TOTAL</b>		<b>4</b>	<b>30</b>	<b>70</b>	<b>100</b>
<b>TOTAL</b>		<b>24</b>	<b>210</b>	<b>490</b>	<b>700</b>

Note: \* Any one

\*\* Student may opt any one MOOC Course (current/upcoming) available at SWAYAM and

notified by the department.

# Value Added Course

Note: Practical and Viva-voce will be conducted by internal examiner

#### LIPALT4

### 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.

#### Learning Outcomes :

After studying this paper, students shall be able to:

- 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.;

**Unit 1: Preparation of Class Number for Micro-Document using UDC.**

**Unit 2: Preparation of cataloguing entries for Complex Continuing Resources and Non- book Materials.**

**Unit-3: Preparation of Indexes and Abstracts**

#### 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 retrieval Systems. (Library and Information Science). 2nd ed. California: Academic Press
- 4 Chowdhry, 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.

## LIPALT5

### 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.

#### Learning Outcomes :

##### After studying this paper, students shall be able to:

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

#### Unit 1: Information Users & Their information Needs

- Categories of Information needs
- Information needs: Definition & models
- Information Seeking behavior (ISB), Models of ISB

#### Unit2:Techniques of Library & Information Centers Survey

- Questionnaire 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. Maryland: 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 modern 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.

## LIPBLT3

### 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

#### Learning Outcomes :

After studying this paper, students shall be able to:

- Able to understand and work on experience with IT products and services
- Have the knowledge of working with computer hardware, software
- Be trained to work with library automation and management tool
- Overall knowledge of library automation and the parts of its operations using different types of software
- Gain knowledge of both system software and application software related to library automation and management.

#### Unit 1: Integrated Library Management Software

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

WINSHIP (Ian) and McNAB (Alison): The Student's Guide to the Internet (2000), Library Association, London.



## Ability Enhancement Compulsory Course –AECC

### LIPBLA1

#### 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 scenario

#### Learning Outcomes :

After studying this paper, students shall be able to:

- highlight the impediments and difficulties associated with fruitful use of existing information
- explain the concepts of information consolidation and repackaging
- trace the origins of the concepts of information consolidation and repackaging
- assess the need for such service and explain the processes involved in information consolidation
- discuss how the concept of appropriate or consolidated information developed in conjunction with the concept of appropriate technology and technology transfer
- assess the value and benefits of consolidated information to different user communities or groups

#### 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

- Abstracting: Types and guidelines in preparing abstract
- Indexes, Reviews, Digests, Markets Surveys

#### Unit 4: Indexing Practice using PRECIS and KWIC.

## 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 Chowdhry, 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.

Jean Atchison & Alan Gilchrist. (1972). Thesaurus construction: a practical manual. London: Aslib.

## LIPBPF1

### **Project Work/ Dissertation/ Group Seminar**

**TM 100 (Practice 70 + Internal Assessment 30) (Credit 4)**

#### **Objectives:**

- To understand the structure and development of the specific subject/discipline.
- To Prepare specialized professional manpower in the subjects/disciplines for handling information related activities.
- To provide in-depth knowledge and specialized skills in handling documentary and non-documentary sources in specific field of knowledge.
- To enable the students to design and develop information system in new emerging areas / discipline
- To explore feasibility of application of information technology and the related aspects in their implementation.

#### **Learning Outcomes : After studying this paper, students shall be able to:**

- Conduct research independently on library and information sciences.
- Develop analytical and logical thinking in the process of conducting research.
- Apply the implications of library science research in generating new knowledge

#### **Themes For DSE :**

- **Business Information System**
- **Environmental Information System**
- **Biotechnology Information System**
- **Health science Information System**
- **Archival, Museum and Archaeological Information System**
- **Legal Information System**
- **Agricultural Information System**
- **Social Science Information System**
- **Industrial Information System**
- **Rural and Community Information System**

#### **\*Evaluation Criteria and Distribution of marks:**

(f) Concept Note including the formulation of objectives and hypothesis-	30
(g) Review of Literature-	30
(h) Justification of scope-	10
(i) Presentation skill including ability to answer the questions-	20
(j) Resources used –	10

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Total = 100  
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**Department :Library and Information Science**

**Programme Name :Pre-Ph-D Course Work**

**Academic Year: 2023-24**

**List of Courses Focus on Employability/Entrepreneurship/Skill Development**

Sr. No.	Course Code	Name of the Course
01.	LIDATP1	Contemporary Practices in Library and Information Science

**GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)**

(A Central University)

**Pre Ph D Course Work in Library and Information Science**

**One Semester (06 Months)**

**CBCS BASED PROGRAMME**

**Scheme of Examination w.e.f. Session: 2022-2023 Onwards**

Paper	Title	Credits	Total Marks	Pass Marks*
LIDATT1	Research Methodology and Computer Applications	04	100	40
LIDATP1	Areas of Advanced Studies(Elective) (a) Contemporary Practices in Library and Information Science	04	100	40
LIDATP2	(b) Information and Knowledge Society			
LIDATP3	(c) Information Literacy Applications			
LIDAPF1	Survey of Literature and Seminar	04	100	50
<b>Grand Total</b>		12	300	130

**\*Minimum pass marks shall be 55% in aggregate**

# **Contemporary Practices in Library and Information Science**

**4 Credits (100 Marks)**

- Library Classification
- Cataloguing
- Library Networking
- Digital Information Resources
- Information Marketing : Products and Services
- Total Quality Management
- Use of ICT
- Digital Library Services
- Relational Database Management System
- User Studies
- User Education
- Library Science Education