M.L.I.Sc -Master of Library and Information Science

Syllabus

Course

1. **MLISc**

Semesters	Course No.	Name of the subject	Credits
First year	LS201	**Information society**	4
	LS202	**Information Organization**	4
	LS203	Introduction of Information Technology	4
	LS204	Information Sources	4
	LS205	Management of Information Centers	4
	LS206	Information Services	4
Second Year	LS207	Information Storage and Retrieval	4
	LS208	Research methodology	4
	LS209	Bibliometrics	4
	LS210	Knowledge Management	4
	LS211	Marketing of Information	4
	LS212	Digital Library	4
	LS213	Assignments	2
		Total	**50**

All paper has Credits 4:0:0 and marks: 100

LS201 Evolution of Information Society

UNIT I
Information & Communication- Theories & Models; Characteristics of Information; Communication Channels; Barriers to Communication

UNIT II
Information Transfer; Information Flow, Generation and Diffusion Patterns; Information Transfer Cycle: Emerging trends in Information Transfer

UNIT III

Impact of Information: Social, Economic, Political, Legal, Cultural and Technological Implications; Information Policy

UNIT IV
Information Science as a Discipline

UNIT V
Role of Library Associations and Professional organizations

LS202 Knowledge Organizations

UNIT I
Data, Information and Knowledge- Inter relationship

UNIT II
Classification- Meaning; Definition; Need and Purpose; Knowledge Classification; Modes of formation of subjects; Normative Principles

UNIT III
Classification Schemes – Overview; Facets-Facet analysis

UNIT IV
Cataloguing- Meaning; Definition; Types

UNIT V
Bibliographic standards- ISBDs; Cataloguing Codes - Overview; AACR2 – Overview; MARC and Bibliographic data exchange formats

LS203 Introductions to Information Technology

UNIT I
Overview of Information Technology: Components of Computer – Classification of computers – Analogue & Digital; Micro, Mini, Mainframe & Supercomputers; Stand alone systems including Notebooks & Servers.

UNIT II
Understanding personal Computer – C P U, Storage; and I/O Devices: RAM & ROM; USB, Floppies, Tape Drives, Hand Disks, Scanners, Digital Cameras, Keyboard, Monitors, Mouse &Toy sticks, Printers.

UNIT III
Computer Software –System Software & Application Software: Operating Systems: Windows & Linux/Unix, working with Windows.

UNIT IV

Programming Concepts: Open source and propriety; Overview of Programming Languages.

UNIT V

Data processing and file organization – Data dements, Fields, Records,   Files Working with Word processing, Spreadsheet, DBMS.

LS 204 Information Sources

UNIT I

Types of Information – Documentary – Non Documentary – Characteristics – Scope and Value

UNIT II

Ready Reference Sources – Types and Value; Dictionaries, Encyclopedias –Annuals, Biographical Sources, Handbooks and Manuals – Geographical Directories.

UNIT III

Sources on Books and Periodicals – Bibliographical, Lists of Serials – Union Catalogues – Index and Abstracting sources, News Summaries.

UNIT IV

Electronic Sources – E book – E - Journals – Web resources – Subject gateways.

UNIT V

Evaluation of Information Sources – Print reference Sources – Web Resources.

LS 205 Management of Information Centre

UNIT I

Management: Concept: Definition and Scope – School of Management thought system analysis and design.

UNIT II

Human Resource Management: Organisation models – Job description and Job analysis - Selection, recruitment training development. Leadership – Team- building-motivation.

UNIT III

Financial Management: Planning and Control Resource generation. Budget Budgeting - Budgetary Control techniques – Cost Benefit, effective analysis and accounting.

UNIT IV
Material Management: Collection development and evaluation –Policy, Issue relative to selection acquisition.

UNIT V
Planning and Planning Strategies concept – definite need and steps in planning MBO – Planning techniques – decision making

LS 206 Information Services

UNIT I
Information Systems: Concept and Definition; Need, Purpose and Types.

UNIT II
Information as a resource, as a system and as a service; Information Services – nature, need & types.

UNIT III
Reference & Documentation Services: Reference Service - need & types; Referral Service; Online Reference Service; Virtual Reference Desk. Current Awareness Service (CAS); E-CAS Abstracting Service – Techniques, types of abstract, SDI –Manual and Computerised Bibliographical Services.

UNIT IV
Alerting Services – News paper clipping Services; List scors (E- groups) FAQs, Blogs, Information Literacy

UNIT V
Information users and user studies: Historical prospectus & Importance. Need for user studies Objectives & types of user studies. Types of users, nature of Information needs, Techniques of user studies.

LS 207 Information Storage and Retrieval

UNIT I
Information System; Information Retrieval System - Components of an IRS

UNIT II
Vocabulary Control – Meaning and Importance; Vocabulary Control tool – Subject Headings Lists; Thesauri

UNIT III

Indexing Systems – Indexing: Pre coordination Vs Post Coordination; Citation Indexing; Keyword Indexing.

UNIT IV
Information Retrieval Models – Search Statement; Search Process, Search Techniques

UNIT V
Evaluation of IRS – Purpose; Criteria and steps in evaluation; Major Evaluation studies

LS 208 Research Methodology

UNIT I
Introduction- Concepts, Definition, Objectives and Significance of research. Types of Research and Research Problems**.**

UNIT II
Research Design -Definition, Need Sampling Fundamentals and Techniques, Hypothesis: Definition, Formulation, Types and Testing.

UNIT III
Methods of data collection

UNIT IV
Processing and Analysis of Data; Measures and Scaling Techniques. Interpretation, inferences, Presentation of data

UNIT V
Report Writing; Components of a research report; Steps; Mechanics

LS 209 Bibliometrics

UNIT I
Concept, Evolution & Definitions – Librametry, Bibliometrics, Scientometrics, Informetrics and Webometrics

UNIT II
Growth of Scientific Literature – Information Explosion/Publication Explosion

UNIT III
Scatter of Scientific Literature – Bibliometrics Laws – Bradford, Zipf, Lotka

UNIT IV
Citation Analysis

UNIT V
Evaluation of Databases – Print, Online and Web

LS 210 Knowledge Management

UNIT I
Knowledge Management: Concept and definitions – Need for Knowledge Management in the emerging and changing business environment – Understanding knowledge; Types of knowledge - explicit and tacit knowledge – Knowledge works changing role of Library and Information professionals.

UNIT II
Knowledge creation and capturing Knowledge creation model – Capturing tacit Knowledge

UNIT III
Knowledge codification and organization: Knowledge base-Knowledge mapping, decision trees, decision tables a frames etc.

UNIT IV
Knowledge transfer and sharing steps in knowledge transfer. Knowledge transfer in E-World, role of Internet E-Business / E-Commerce.

UNIT V
Tools for knowledge Management - Neural network Data mining – Legal and ethical issues in Knowledge Management

LS 211 Marketing of Information

UNIT I
Marketing Concepts; - Marketing of Information- Corporate Mission; Marketing Strategies

UNIT II
Portfolio Management BCG Matrix Model; Product Market Matrix; Product Life Cycle

UNIT III
Marketing Mix; Kotler's Four C's; McCarthy's Four P's

UNIT IV
Market Segmentation and Targeting; Geographic and Demographic Segmentation; Behavioral and Psychographics Segmentation;User Behavior and Adoption

UNIT V
Marketing Plan & Research; Corporate Identity Marketing Plan; Marketing Research

LS 212 Digital Libraries

UNIT I
Digital Libraries: Definitions, Fundamentals and Theoretical Aspects; Characteristics of DLs and nature of DL collections

UNIT II
Design and Organisation of Digital Libraries; Architecture, Interoperability, Protocols and Standards; User Interfaces

UNIT III
Major DL Initiatives, Open Archives Initiative (OAI) and similar Developments

UNIT IV
Digital Libraries Technology

UNIT V
Digital Resources Management; Access to and Use of DLs; Storage, Archiving and Preserving Digital Collections