

Syllabus

**Master of Library & Information Science
(M.L.I.Sc)
(Semester-1)**

Implemented from Academic year 2023-2024

**Department of Library & Information
Science**

**Veer Narmad South Gujarat University,
Surat**

**Udhna Magdalla Road,
Surat – 395007, Gujarat (India)**



Master of Library and Information Science - SEM-I

Course Code	Title of the paper	Duration of Exam.	Examination Marks			Course Credit	Total Teaching Hours
			External Marks	Internal Marks	Total Marks		
301	Information & Communication	2 Hours	50	20	70	4	40
302	Research Methodology	2 Hours	50	20	70	4	40
303	Information Analysis Repackaging	2 Hours	50	20	70	4	40
304	Information Technology- Application & Theory	2 Hours	50	20	70	4	40
305	Applied Statistics for Library and Information Science	2 Hours	50	20	70	4	40
306	Information Technology Application – Practical	2 Hours	50	20	70	4	40
			300	120		24	

Note :

(1) Paper 306: Information Technology Application – Practical (SOUL, KOHA, Open Source Software-- Practical) is on practical base which is taken in computer laboratory and evaluation by paper setter or chairman of the paper.


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Department of Library and Information Science
Veer Narmad South Gujarat University, Surat
Master of Library and Information Science (M.L.I.Sc)

Name of Program	Master of Library and Information Science
Abbreviation	M.L.I.Sc
Duration	2-Semester (1 Year)
Eligibility Criteria	B.L.I.Sc
Medium of Instruction	Gujarati
Program Structure	Semester 1
Objective of Programme	<p>To equip the students with the advanced professional skills for the management of information knowledge, libraries and information centres, so that they can serve the society through an institution of library and information centre or through consultancy of the institutional objectives. To achieve the above objectives of the Programme, it needs to realize the following:</p> <ul style="list-style-type: none">(a) To educate the students to respond to the changing information needs of society.(b) To give the students an understanding of the basic principles and theories of Library and Information Science.(c) To develop proficiencies and abilities of students essential for management of libraries and information systems.(d) To enable the students to understand the role of libraries and information centres in socio-economic development of the society.(e) To acquaint the students with information and communication technology and its applications in libraries and information centres.
The Programme Outcome	<p>PO1: Fundamental Knowledge Enrichment of Library Science To aware students with various libraries, its services and rules of various libraries.</p> <p>PO2: Critical Thinking Development</p>



	<p>To develops critical thinking, problem-solving, evaluative learning of various techniques in libraries, and understanding the essence of the problem. PO3: Awareness of the Information and Technology and e-resources To familiarise students with methodologies for the identification, analysis, organization, evaluation, presentation and dissemination of information in the context of different types of information services and for the different user groups.</p> <p>PO4: Awareness of Research Work</p> <p>To help students to have a better understanding of the ideas of research.</p>
<p>Program Specific Outcomes</p>	<p>PSO1: Integrate theory with practice</p> <p>PSO2: Analysed information needs to create solutions by applying a variety of tools and technologies</p> <p>PSO3: Ensure the organization, accessibility, and management of library and information resources</p> <p>PSO4: Create dynamic ways for a variety of users to interact with resources</p>





Course Code	301
Course Title	Information and Communication
Credit	4
Total Teaching hours	40 Hrs.
Purpose of Course	<p>This empowers the departments of LIS to maintain their curriculum dynamic and perpetuating by interpolating the subjects of interest to professionals needs.</p> <p>The LIS being an interdisciplinary subject is finding applications in different subject fields like Commerce, business, industries, health science and technology social studies and so on. The library should also provide for a good collection of reference sources and tools (both in print and electronics media) of all varieties to acquaint streams students with sufficient knowledge of their needs.</p>
Course Objective	To understand the structure and department of the specific subjects/discipline and to prepare specialized professional manpower in the subject/discipline for handing information communication related activities.
Course Outcomes	<p>CO1: To introduce students to information and communication</p> <p>CO2: To make students familiar with the information and communication.</p> <p>CO3: To develop students' critical comprehension of any kind of information. As well as communication work.</p>
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	<p>Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5 Marks = 20 Marks</p> <p>University Exam - 50 Marks</p> <p>Total 70 Marks.</p>

Department of Library and Information Science

Veer Narmad South Gujarat University, Surat

Master of Library and Information Science (M.L.I.Sc)

Course (Subject): 301 : Information and Communication

301	Information and Communication	Total 40 hrs
Unit – 1	Information and Communication ➤ Information: characteristics, Nature, Value and Use of Information ➤ Conceptual difference between data, Information and Knowledge ➤ Communication of Information: Information generation ➤ Communication Channels, models and barriers ➤ Trends in Scientific Communication ➤ Introduction of Blog Literature Information Science ➤ Definition, Scope and Objectives ➤ Information Science as a disciplines and its relationship with other subjects	10 hrs.
Unit-2	Library, Information and Society ➤ Genesis and Characteristics and Implications of Information Society ➤ Changing Role of Library and Information Centres in Society ➤ Information Industry-Generators, Providers and Intermediaries ➤ Concept of Freedom, Censorship, data Security and Fair use ➤ International and National Programmes and Policies (NAPLIS) IT and Library UAP, UBC ➤ Identification of Information needs and Information Use.	10 hrs.
Unit-3	Economics of Information ➤ Information as an Economic Resource: Information Economics ➤ Economics Information: Micro and Macro ➤ Information Economy ➤ Knowledge Economy : Characteristics of Knowledge Economy ➤ Indian Economy and Workforce ➤ Economics of Information System and Services ➤ Economics of Information in Library and Information Science ➤ Information Marketing ➤ Economic Models: Machkup's Analysis, Emaseo's Analysis and Porat's Analysis	10 hrs.
Unit-4	Information Management ➤ Acquisition and Creation of Information ➤ Analysis and Interpretation of Information ➤ Organization and storage of Information ➤ Information Access and Dissemination Knowledge Management ➤ Knowledge Management: Origin, Definition, Need, Types, Classes, Categories, Application, Skill, Characteristics, Elements. ➤ Modes of Knowledge Conversion ➤ Process of Knowledge Management ➤ Knowledge Management Versus Information Management ➤ Knowledge Management and Library Information Science ➤ The Knowledge Sharing Process and Barriers	10 hrs.

References and Further Reading

- 1) કાનડિયા પ્રયત્કર કે.અને રાવત, ઉર્મિલાબેન પી. માહિતી અને પ્રત્યાયન. અમદાવાદ: પાર્શ્વપબ્લિકેશન, ૨૦૧૩.
- 2) ચારણ, શિવદાનભાઈ. માહિતીપ્રક્રિયા અને પધ્ધતિઓ. અમદાવાદ: પાર્શ્વપ્રકાશન, ૧૯૮૭.
- 3) ચૌધરી, ભરત એમ. માહિતીનું અર્થશાસ્ત્ર : ગ્રંથાલય અને માહિતી કેન્દ્રોના પરિપ્રેક્ષમાં. અમદાવાદ : પાર્શ્વપબ્લિકેશન. ૨૦૧૦.
- 4) માહિતી પ્રત્યાયન અને સમાજ. (MLI-101 part-1). ડો.બાબાસાહેબ ઓપન યુનિવર્સિટી, ૨૦૦૬.
- 5) માહિતી પ્રત્યાયન અને સમાજ. (MLI-101 part-૨). ડો.બાબાસાહેબ ઓપન યુનિવર્સિટી ૨૦૦૬.
- 6) માહિતી સ્ત્રોતો, પધ્ધતિઓ અને સેવાઓ. MLISC-MLII-101. (part-1). ડો.બાબાસાહેબ ઓપન યુનિવર્સિટી, ૨૦૦૬.
- 7) માહિતી સ્ત્રોતો, પધ્ધતિઓ અને સેવાઓ. MLISC-MLII-101. (part-2). ડો.બાબાસાહેબ ઓપન યુનિવર્સિટી, ૨૦૦૬.
- 8) માહિતી પ્રક્રિયા અને પુનઃપ્રાપ્તિ. (MLISC-ML-II-102) ડો.બાબાસાહેબ ઓપન યુનિવર્સિટી, ૨૦૦૬.
- 9) માહિતી પ્રક્રિયા અને પુનઃપ્રાપ્તિ. (MLISC-102 part-II) ડો.બાબાસાહેબ ઓપન યુનિવર્સિટી, ૨૦૦૬.
- 10) પટેલ, મનુભાઈ જી.(સંપા.) ગ્રંથાલયોમાં માહિતી પ્રત્યાયન ટેકનોલોજી. અમદાવાદ: પાર્શ્વ પબ્લિકેશન, ૧૦૧૧.
- 11) શર્મા, બી.કે. એવમ ઠાકુર, યુ.એમ. પુસ્તકાલય, સુચના વિજ્ઞાન એવમ સુચના પ્રોદ્યોગિકી: વિવેચનાત્મક અધ્યાયન. ભાગ ૧ અને ૨. આગરા: વાઈ.કે. પબ્લીશર્સ, ૨૦૦૮.
- 12) શર્મા, અરવિંદકુમાર. સુચન, સંપ્રેક્ષણ એવમ સુચના સમાજ. નથી દિલ્લી: એસ.એસ.પબ્લિકેશન, ૨૦૦૮.
- 13) P.S.G.kumar. Information and communication. New Delhi: B.R. publishing, 2004.



Course Code	302
Course Title	Research Methodology
Credit	4
Total Teaching hours	40 Hrs.
Purpose of Course	To make students familiar with the use of research methods for research work.
Course Objective	To understand and articulate the role and importance of research in Library and Information Science. To introduce the different methods and techniques of research. To develop research reporting skills. To identify and discuss ethical issues related to research.
Course Outcomes	CO1: To familiarise students with use of research methods and statistical techniques. CO2: To make students understand how to provide research information. CO3: To acquaint students with Knowledge research work.
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5 Marks = 20 Marks University Exam - 50 Marks Total 70 Marks.

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Department of Library and Information Science
Veer Narmad South Gujarat University, Surat
Master of Library and Information Science (M.L.I.Sc)
Course (Subject): 302 : Research Methodology

302	Research Methodology	Total 40 hrs
UNIT 1	NATURE AND SCOPE SOCIAL SCIENCE RESEARCH Nature and scope of Social Science research, Types of research, Steps of research process, Criteria in Social Research, Research Design, Review of Literature	10 hrs
UNIT 2	TYPE OF DATA AND SCALE OF MEASUREMENTS Types of Data: Primary and Secondary Data, Source of Secondary data in India, Cross sectional data, Time series data, Panel data, Quantitative data and Qualitative data, Scale of Measurement: Ratio scale, Interval scale, Nominal scale, Ordinal scale (Likert scale)	10 hrs
UNIT 3	QUALITATIVE & QUANTITATIVE DATA COLLECTION Methods for primary data collection: Interview methods (personal interview, long interview, in-depth interview), Observation method (Direct observation, Indirect observation), Group discussion (focus group, peer group) method, Questionnaire method (Steps for preparing questionnaire)	10 hrs
UNIT 4	SAMPLING TECHNIQUES & WRITING A RESEARCH REPORT Population and sample, Probabilistic sample: (a) Simple random sample (b) Systematic random sample (c) Stratified sample (d) Cluster sample (e) Multistage cluster, Non-probabilistic sample: (a) Quota sample (b) Convenience sample (c) Judgmental sample (d) Snow-ball sample, Steps of writing a good research report, Writing a research proposal, Preparing a bibliography (APA style and MLA style): Citation, foot-note, end-note	10 hrs

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References:

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- 2) Beri G.C. (2004), Marketing Research (3rd Ed.); Tata McGraw-Hill Publishing Company Ltd, New Delhi.
- 3) Bryman Alan (2012), Social Research Methods (4th Ed), Oxford University, Press, New York
- 4) Bryman Alan; Bell Emma (2007), Business Research Methods (2nd Ed.); Oxford University Press, New York.
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- 10) Nargundkar Rajendra (2010), Marketing Research (3rd Ed.); Tata McGraw Hill Education Pvt. Ltd, New Delhi.
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- 13) Popper, K.R. (1972) Objective Knowledge, Oxford, U.K.: Clarendon.
- 14) Sekaran Uma (2006), Research Methods for Business; Wiley India Pvt. Ltd, New Delhi.
- 15) Shah A G and Dave J K (2007), *Samajik Sansodhan Padhhatio* (Social Research Methods), Anada Prakashan, Ahmedabad
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- 17) Sharma K.R (2002), Research Methodology; National Publishing House, Jaipur.
- 18) Shukla Gajendra B and Naik R K (2013), *Sansodhan Paddhatio* (Research Methodology), Popular Prakashan Surat
- 19) Tripathi P.C.(2003), A Textbook of Research Methodology in social sciences (4th Ed.); Sultan Chand & Sons, New Delhi.
- 20) Uchat D A (2012), *Shikshan ane Samajik Vigyanoma Sansodhannu Paddhatishastra* (Research Methodology in Education and Social Sciences), Paras Prakashan, Rajkot
- 21) William M.K. (2003), Research Methodology (2nd Ed.); Biztantra, New Delhi.
- 22) Zikmund William G. (2004), Business Research Methods (7th Ed.); Thomson Asia Pvt. Ltd, Singapore.



Course Code	303
Course Title	Information Analysis and Repackaging
Credit	4
Total Teaching Hours	40 Hrs.
Purpose of Course	To familiarise with advanced information processing techniques. To develop capability in retrieving information by applying different search technique.
Course Objective	The stored data may be required for filtering for specific information, retrieval of information and other necessary manipulations as and when required.
Course Outcomes	CO1: To make students understand the theoretical an idea for the information analysis, repackaging and consolidation and retrieval CO2: To familiarise students with the information retrieval CO3: To develop students for analysis, repackaging, consolidation and retrieval of information
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5 Marks = 20 Marks University Exam - 50 Marks Total 70 Marks.





Department of Library and Information Science
Veer Narmad South Gujarat University, Surat
Master of Library and Information Science (M.L.I.Sc)
Course (Subject): 303 : Information Analysis Repackaging

303	Information Analysis and Repackaging	40 Hrs.
Unit 1	Repackaging and Consolidation <ul style="list-style-type: none"> ➤ History, Definition and meaning of Information Analysis Repackaging and Consociation ➤ Objective, Importance, and Use of Repackaging ➤ User's study – Methods including Digital Users ➤ User study of Information Consolidation – products (Portion to be covered to be products, tube content and alike products) 	10Hrs.
Unit 2	Methodology for the preparation of Information Product <ul style="list-style-type: none"> ➤ Methodology for Information Consolidation ➤ Understanding of subjects, Information Requirement Abstracting – Types and guidelines in Preparing abstract <ul style="list-style-type: none"> ➤ Method and stage of Abstracting ➤ Types of Abstracting ➤ Characteristics and Qualities of Good Abstracts 	10 Hrs.
Unit 3	Preparation of Information Product <ul style="list-style-type: none"> ➤ Methodology for Information Product ➤ Handbook, News Letter, Review : State of Art Report ➤ Trend Report , Technical Digest 	10 Hrs.
Unit 4	Principles and Practice of Indexing System <ul style="list-style-type: none"> ➤ Types and Characterises of Indexing Language ➤ Vocabulary Control and Tools of Vocabulary Control ➤ Structure and Construction of an IR Thesaurus ➤ Trends in Automatic Indexing 	10 Hrs.



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- 1) शर्मा, बी.के.ओएम हाकुर, यु.ओएम.पुस्तकालय,सूचना विज्ञान ओमव सूचना प्रौद्योगिकी:विवेचनात्मक अध्ययन.भाग 1 अने 2 आगरा: वाई.के.पब्लिशर्स
 - 2) Doyle ,R.B Information Retrieval and Processing.California:Melville
 - 3) Goyal, P.K.Information Retrieval,. Delhi : Vista Pub.House,2005
 - 4) Shukla,Shiva. Information Retrieval,. Delhi :
 - 5) Kumar,P.S.G Knowledge Organization, Information Processing and Retrieval Delhi: V.R.Publishing Corporation,2003



Course Code	304
Course Title	Information Technology: Application & Theory
Credit	4
Total Teaching hours	40 Hrs.
Purpose of Course	<p>Library is a social organization. To give the knowledge of different types of libraries and laws of libraries. To provide the information of UGC and role of the library in the society.</p> <p>The course emphasizes intensive as well as extensive practical knowledge on the use of IT applied to library and information science.</p>
Course Objective	<p>To acquaint the students with the basic concept of computers and networks.</p> <p>To understand various aspects of library automation.</p> <p>To develop skills in using computers and communication technologies.</p> <p>To identify major issues in development of new technology in libraries, such as the digital virtual libraries, and discuss their implications.</p> <p>To identify major applications of technology in libraries and information centre and issues affecting their implementation.</p> <p>To familiarise with the standard with library networking.</p> <p>Students get themselves acquainted with the various data security and networking protocols required in library.</p>
Course Outcomes	<p>CO1: To understand the issues and technology involved in Library automation.</p> <p>CO2: To plan and design automated Library systems.</p> <p>CO3: To Plan and implement Online and CD-ROM based library services.</p> <p>CO4: This course helps in understanding the various working and functions of computer systems at an advanced level along with the required tools necessary for library.</p> <p>CO5: automation and dealing with various multimedia data that are commonly used.</p> <p>CO6: The hands-on approach so that students do not face any issues in Library automation.</p>
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	<p>Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5 Marks = 20 Marks</p> <p>University Exam - 50 Marks</p> <p>Total 70 Marks.</p>

Department of Library and Information Science

Veer Narmad South Gujarat University, Surat

Master of Library and Information Science (M.L.I.Sc)

Course (Subject): 304 : Information Technology- Application & Theory

304	Information Technology Application & Theory	40 Hrs.
Unit 1	Information Technology <ul style="list-style-type: none">➤ Definition, Needs, scope and Objectives➤ Historical Development of Computers➤ Generation of Computer Communication Technology <ul style="list-style-type: none">➤ Fundamental of Telecommunication Technology : Media, Mode and➤ Components Internet and Intranet <ul style="list-style-type: none">➤ Basic features and tools➤ Network base Information service➤ Internet Security	10 Hrs.
Unit 2	Library Automation <ul style="list-style-type: none">➤ Planning of Implementation of library automation➤ Concept of Library Automation➤ Networks – Definition, Need Library Software <ul style="list-style-type: none">➤ Overview of SOUL and KOHAHousekeeping Functions- Acquisition Processing, Circulation, Serial Control, OPAC, Library Management Artificial Intelligence and Expert Systems (With reference to Library and Information Science)	10 Hrs.
Unit 3	Digital Libraries <ul style="list-style-type: none">➤ Genesis, Definition, Objectives and Scope➤ Meta Data, Data Mining and Data Warehousing World Wide Web Consortium E- Document <ul style="list-style-type: none">➤ Concept of E-Books➤ Concept of E-Journals Government Digital Information Management Impact of Libraries and Information Centres and Users	10 Hrs.
Unit 4	Web Applications <ul style="list-style-type: none">➤ Web 1.0, Web 2.0, Sematic Web➤ Web 2.0 – Tools and Applications – Blogs, Wiki, YouTube etc. Designing of Websites & Portals <ul style="list-style-type: none">➤ Application and Tools of Website/Portal Design➤ CMS - Joomla/Drupal/Wardress etc.➤ CMS – Features, Advantages and Comparison	10 Hrs.



Reference:

- 1) Barbara, Kasser. Using the Internet. New Delhi: Prentice Hall of India, 1999.
- 2) Bavakutty M. Yeern M.C.K. & Muhammed Salih I.K. ,Library Cooperation in a Networked Wrold, New Delhi: EssEss Publication, 2002
- 3) Bayross.Web Enable Commercial Application Development Using HTML,,DHTML,JavaScript,Pearl CGI,BPB Publication,2000
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- 15) Shankar Sinh, Information Technology and Library, New Delhi: EssEss Publications, 2003.
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- 20) માહિતી પ્રત્યાયન ટેકનોલોજી: પ્રયોજનત્તાઓ,(MLII-104,Part-I) અમદાવાદ: ડૉ.બાબાસાહેબ આંબેડકર ઓપન યુનિવર્સિટી,2006
- 21) સી. લાલ, ગ્રંથાલય એવમ આધુનિક પ્રૌઘોગિકી. નર્ઈ દિલ્હી : એસ. એસ. પબ્લિકેશન, 2009



Course Code	305
Course Title	Applied Statistics for Library and Information Science
Credit	4
Total Teaching hours	40 Hrs.
Purpose of Course	To make students familiar with the use of research methods for research work.
Course Objective	To understand and articulate the role and importance of research in Library and Information Science. To introduce the different methods and techniques of research. To develop research reporting skills. To identify and discuss ethical issues related to research.
Course Outcomes	CO1: To familiarise students with use of research methods and statistical techniques. CO2: To make students understand how to provide research information. CO3: To acquaint students with Knowledge research work.
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5 Marks = 20 Marks University Exam - 50 Marks Total 70 Marks.





Department of Library and Information Science
Veer Narmad South Gujarat University, Surat
Master of Library and Information Science (M.L.I.Sc)

Course (Subject): 305 : Applied Statistics for Library and Information Science

305	Applied Statistics for Library and Information Science	Total 40 hrs
UNIT 1	Nature and Scope of Statistics Meaning and definition of statistics, use of statistics, Limitation of statistics - Data, Frequency Distribution,	10 hrs
UNIT 2	Measure of Central Tendency & Graphs Measures of Central Tendency : Mean Median, Mode - Their Merits and Demerits. Various types of graphs : Bar Chart, Line Chart, Spider Chart etc.	10 hrs
UNIT 3	Dispersion and Skewness Range; Mean Deviation, Variance, Standard Deviation, Properties and their merits and Demerits - Coefficient of Variation its uses. Skewness & its Types	10 hrs
UNIT 4	Correlation and Regression Scatter diagram - Pearson's product moment formula for correlation coefficient - its properties. Linear Regression - estimation of parameters - Interpretation.	10 hrs

References:

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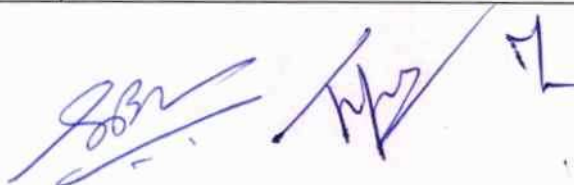
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 - 10) Patel R.K. & Patel L.B.; Business Statistic, C. Jamanadas Co. Ahmedabad. (Gujarati)
R H Hooda (2000): Statistics For Business and Economics, Macmillan India Pvt.Ltd., New Delhi.
 - 11) Richard I Levin & David S Rubin (2000) Statistics For Management, Prentice Hall of India Ltd, 7th Ed.
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Course Code	306
Course Title	Information Technology Application – Practical
Credit	4
Total Teaching Hours	40 Hrs.
Purpose of Course	Library is a social organization. To give the knowledge of different types of libraries and laws of libraries. To provide the information of UGC and role of the library in the society.
Course Objective	<p>To acquaint the students with the basic concept of computers and networks.</p> <p>To provide introduction and difference of Digital Library</p> <p>Knowhow of hardware and software of Digital Library</p> <p>To understand various aspects of library automation.</p> <p>To develop skills in using computers and communication technologies.</p> <p>To identify major issues in development of new technology in libraries, such as the digital virtual libraries, and discuss their implications.</p> <p>To identify major applications of technology in libraries and information centre and issues affecting their implementation.</p> <p>To familiarise with the standard with library networking.</p>
Course Outcome	<p>CO1: To understand the issues and technology involved in Library Automation.</p> <p>CO2: To plan and design automated Library systems.</p> <p>CO3: To Plan and implement Online software based library services.</p>
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	<p>Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5</p> <p>Marks = 20 Marks</p> <p>University Exam - 50 Marks</p> <p>Total 70 Marks.</p>



Department of Library and Information Science
Veer Narmad South Gujarat University, Surat
Master of Library and Information Science (M.L.I.Sc)

Course (Subject): 306 : Information Technology Application – Practical

306	Information Technology Application – Practical	40 hrs.
Unit - 1	Application of Data Communication <ul style="list-style-type: none">➤ Information Search and Retrieval➤ Information Transmission and Multimedia➤ Plagiarism	10 hrs.
Unit - 2	Networking Types, Topology and Techniques <ul style="list-style-type: none">➤ Types of Network: LAN, MAN, WAN, Internet, VPN➤ Network Topologies: BUS, RING, STAR, MESH and Hybrid➤ Switching Technology: Circuit, Message and Packet	10 hrs.
Unit - 3	Library Automation and Networking <ul style="list-style-type: none">➤ Housekeeping function – Acquisition, Processing, Circulation and Serial Control➤ OPAC, WEBOPAC and Library Management➤ Overview of SOUL and KOHA	10 hrs.
Unit - 4	Overview of Tools And Technics <ul style="list-style-type: none">➤ ZOTERO, MENDELIY and Web Application➤ WEB 1.0, WEB 2.0, Semantic WEB➤ Networking Sites➤ Website Design Mark-up Language <ul style="list-style-type: none">➤ HTML, DHTML, XML, Syntax and Common Text	10 hrs.

Reference:

- 1) માહિતી પ્રત્યાયન ટેકનોલોજી: પ્રયોજીતતાઓ અમદાવાદ: ડૉ.બાબાસાહેબ આંબેડકર ઓપન યુનિવર્સિટી,2006
- 2) માહિતી પ્રત્યાયન ટેકનોલોજી : પ્રયોજીતતાઓ અમદાવાદ: ડૉ.બાબાસાહેબ આંબેડકર ઓપન યુનિવર્સિટી,2006
- 3) સી.વાલ ગ્રંથાલય એવમ આધુનિક પ્રૌઘોગિકી નઈ દિલ્હી:એસએસ.પબ્લિકેશન 2009
- 4) G.Devrajan and Ravindra Asari k Asari k. Information Technology and Library Automation. New Delhi: Ess Ess Publication,2014.
- 5) Khan,Javed.Information and Communication Technology .New De3lhi : Ess Ess Publication,2014
- 6) Kumar, P.S.G Information Technology Application: Theory and Practice. New Delhi : BR Publishing Corporation,2004
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 - 11) Tiwari, purushotham.digital library. new Delhi: A.P.P. publication,1996
 - 12) Verma,kusum.digital library and information development.delhi : vista international publication,2000
 - 13) Malcum.deana,B. Digital Library Development.London:Unlimited Libraries,2006
 - 14) Barbara,Kasser.Using the Interent.New Delhi:Prentice Hall of Indian,1999
 - 15) Bayross.web enable commercial application development using HTML.DHTML,Javascript,PER CGI,BPB Publications,2000
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 - 17) E.V.Kumar and subramanyam.web Services. New Delhi: Tata Mc Graw Hill,2004
 - 18) G.Buczek.ASP.NET Developers guide, TMH ,2002
 - 19) Gopalan, N.P and Akliandeswari J. Web Technology: Developer's Perspective. New Delhi:Prentice Hall,2007
 - 20) J.Jaworski.Mastering Javascript,BPB Publication,1999



Syllabus

**Master of Library & Information Science (M.L.I.Sc)
(2 Semester)**

Implemented from Academic year 2023-2024

**Department of Library & Information
Science**

**Veer Narmad South Gujarat University,
Surat**

Udhna Magdalla Road,

Surat – 395007, Gujarat (India)

Master of Library and Information Science - SEM-II



Course Code	Title of the paper	Duration of Exam.	Examination Marks			Course Credit	Total Teaching Hours
			External Marks	Internal Marks	Total Marks		
401	Statistics analyses for Library and Information Science using software	2 Hours (practical)	50	20	70	4	40
402	Academic Library System	2 Hours	50	20	70	4	40
403	Professional Ethics & Legal Issues	2 Hours	50	20	70	4	40
404	Resource Consortia	2 Hours	50	20	70	4	40
405	Information Storage & Retrieval	2 Hours	50	20	70	4	40
406	Dissertation	2 Hours	50	20	70	4	
			300	120		24	

Note :

(1) Paper 401 (Statistics analyses for Library and Information Science using software) is based on practical (100%). practical exam will be conducted by university. For which university has to appoint chairman, paper setter and examiner for examination and evaluation. (practical base which is taken in computer laboratory)

(2) Paper 406 (Dissertation) is on research base paper. Where mark allocation 30 marks Dissertation, 20 marks viva-voce of the dissertation and 20 is internal marks. This paper distribute in all permanent or visiting faculty take class in B.L.I.Sc and M.L.I.Sc. Class.

(3) Internship : After final examination of Second semester student has to undergo 4 week / 120 hours internship. After completion of internship student will get the result of the final semester.

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Master of Library and Information Science – Semester: II

Course Code	401
Course Title	Statistics analyses for Library and Information Science using software
Credit	4
Total Teaching hours	40 Hrs.
Purpose of Course	To make students familiar with the use of various software in research work.
Course Objective	To understand and articulate the role and importance of various statistical software in Library and Information Science research.
Course Outcomes	CO1: To familiarise students with use of various statistical analyses software. CO2: To make students understand how to use various statistical techniques in research through Excel, SPSS etc.
Teaching Methodology	Classwork, Discussion, Assignment and Practical Work.
Evaluation Method	Internal Test - 10 Marks, Assignment -5 Marks, Attendants - 5 Marks = 20 Marks University Exam - 50 Marks Total 70 Marks.



Department of Library and Information Science

Veer Narmad South Gujarat University, Surat

Master of Library and Information Science (M.L.I.Sc)

Course (Subject): 401 : Statistics analyses for Library and Information Science
using software

401	Statistics analyses for Library and Information Science using software	Total 40 hrs
UNIT 1	Introduction ; MS-EXCEL Introduction to MS-Excel - Some basic commands - Graphs in MS-Excel- Functions in MS-Excel - Statistical Analysis with MS-Excel ; Measure of Central Tendency - Measures of Dispersion – Skewness - Linear Correlation (Bivariate) - Linear Regression (Bivariate)	10 hrs
UNIT 2	Introduction of SPSS Data file – Data entry – Modification of data – Variable – Coding, Decoding, Editing, Data file -Scale of Measurement – Output file – Functions – Charts and Graphs -	10 hrs
UNIT 3	Statistical Analysis with SPSS -1 Frequency Distribution - Descriptive Statistics including measures of central tendency and dispersion - Cross table and Chi-Square Test - Multiple Response Analysis	10 hrs
UNIT 4	Statistical Analysis with SPSS -2 t-test – One sample t-test – Independent sample t-test – Paired sample t- test - Correlation and Regression	10 hrs



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- 1) Bharihoke Deepak, 'Fundamental of Information Technology', Excel books, New Delhi
- 2) Bhatt Asmita, 'The internet and E-mail', Navneet Publications (India) Limited, Ahmedabad.
- 3) Blattner & Ulrich, 'Using Microsoft Excel 2000', Printice Hall of India (P) Ltd, New Delhi.
- 4) Chauhan Bhavesh, 'A complete guide to Internet', Venus publication, Ahmedabad.
- 5) Coakes Sheridan, Steed Lyndall and Dzidic Peta (2007), 'SPSS 13.0 for Windows: Analysis without Anguish', Wiley student edition, Wily and sons Australia Ltd, Wiley India (P) Ltd, New Delhi.
- 6) Craver and Nash (2006), 'Doing data analysis with SPSS 14', Brooks/Cole, Cengage learning India Private Limited, New Delhi.
- 7) George Darren (2007), 'SPSS for Windows Step by Step: A simple guide and reference', 6th Ed, Pearson Education Inc. Delhi, India.
- 8) Gookin Dan, 'Dos for Dummies', Comdex Computer publishing, New Delhi
Gupta Vikas, 'Comdex Linux and Open office course kit', Dream tech press, New Delhi.
- 9) Hunt Roger & Shelly John (1999), 'Computer and Commonsense', Prentice Hall of India, New Delhi.
- 10) Levin, Stephen, Krehbiel and Berenson (2007), 'Statistics for Managers using Microsoft Excel', Person Education Inc, New Delhi.
- 11) Murthy C S V, 'Fundamentals of Computers', Himalaya Publishing House, Mumbai.
- 12) Pandya Kiran & Bulsari Smruti (2009), 'SPSS for beginners', Popular Prakashan, Surat.
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- 15) Pandya Vimal, 'Office 2000', Computer world, Ahmedabad.
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- 18) Salvator Dominick (2008), VIth Edi (adapted version) 'Managerial Economics: Principles and worldwide applications', Oxford University Press, New Delhi.
- 19) Shah Sonal, 'MS-Office (Gujarati)', Popular Prakashan, Surat.
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- 21) Sheshasaayee Ananthi (2002), 'Computer Application in Business and Management', Margham Publications, Chennai.
- 22) Srengan K, 'Understanding Unix', Prentice Hall of India (P) Ltd, New Delh.



Course Title	Academic Library System
Course Code	402
Credit	4
Effective From	June 2022
Purpose of Course	To make students familiarise with work and services of Management of Academic Libraries and Library System.
Course Objective	To make the students aware about academic library system and their functions. To acquaint the students with the academic library services and user education.
Course Outcomes	CO1: To familiarise students with the various genres for the management of libraries. CO2: To make students understand the theories of management and information centre. CO3: To develop students critical comprehension of library and information centre for its category



Master of Library and Information Science: Semester – 2

Paper No.	Title	Hours
402	Academic Library System	40 Hours
Unit 1	<p>Academic Libraries</p> <ul style="list-style-type: none"> ➤ Academic Libraries: Definition, Meaning, Importance, Functions, Services and types of Academic Libraries ➤ Recommendations of Committees and Commissions for Development of Academic Libraries ➤ University Education Commission 1948-49 (Radhakrishnan Commission) ➤ UGC Library Committee, 1957 ➤ Education Commission 1964-66 (Kothari Commission) <p>Library Authority and Library Committee</p> <ul style="list-style-type: none"> ➤ Academic Library Authority ➤ Academic Library Committee 	10 Hrs
Unit 2	<p>Collection Development in Academic Libraries</p> <ul style="list-style-type: none"> ➤ Collection Development ➤ Collection Development Policy ➤ Collection Development Programmes <p>General Principles of Document Selection:</p> <ol style="list-style-type: none"> 1. Drury's Principles 2. Dewey's Principles 3. Mc, Colvin's Demand Theory, 4. Dr.S.R.Ranganathan's Principle 	10 Hrs
Unit 3	<ul style="list-style-type: none"> ➤ Sources For Document Selection: 1. Book Selection Source for "Indian Publication 2. Various Publishers Catalogues, 3. Book Selection Sources For Foreign Publication <ul style="list-style-type: none"> ➤ Selection of Non-Print Reading Material ➤ Purchase <p>Library Services</p> <ol style="list-style-type: none"> 1. Circulation Services 2. Inter-Library Loan Service, 3. Orientation Service 4. Reference Service 5. Documentation Service 6. Bibliographical Service 7. Reprographic Service 8. Document Delivery Service 	10 Hrs
Unit 4	<p>Extension Activities</p> <ul style="list-style-type: none"> ➤ Seminars, Exhibitions, Book Talks ➤ Academic Libraries and Continuing/ Distance Education Programme 	10 Hrs



References and Further Reading		
<p>1) शर्मा, बी.के.ओवम डी.वी.सिंह. शैक्षणिक पुस्तकालय प्रणाली. आग्रा: वाय.के.पब्लिशर्स, २००६.</p> <p>2) चौधरी, रायसिंह बी. भारतीय शिक्षणनी व्यवस्था. अमदावाद युनिवर्सिटी ग्रंथनिर्माण बोर्ड, १९९९.</p> <p>3) पटेल, मोतीबाई. भारतीय शिक्षण पंथ : अेक दृष्टिपात. अमदावाद : प्रकाश डार्कस्कूव, १९९१</p> <p>4) पटेल, मोतीबाई. भारतीय शिक्षण पंथोनी अेक जवक. वेपक : १९९९</p> <p>5) भाव, जयंतीबाई डी. भारतनी शिक्षण व्यवस्था. अमदावाद : युनिवर्सिटी ग्रंथनिर्माण बोर्ड, २०१०.</p> <p>6) शर्मा, बी.के.ओवम डाकुर, यु.ओम. पुस्तकालय, सुयना विज्ञान ओवम सुयना प्रौद्योगिकी : विवेचनात्मक अध्ययन. भाग १ अने २. आगरा : वार्ड. के. पब्लिशर्स, २००९.</p> <p>7) Ramana, V.V. Pattern and Development of University Libraries. New Delhi: Ess Ess Publication, 1995.</p> <p>8) Issa, Dorothy and others. Academic Libraries: Role in the National Development. New Delhi: T.R. Publication, 1993.</p> <p>9) Vyas, S.D Academic Library System. Jaipur : Panchsheel Prakashan, 1993</p> <p>10) Dayal, Bateshwar. Managing Academic Libraries: Principles and Practice. New Delhi: Isha Books, 2011.</p> <p>11) Higham, Norman. The Library in the University: Observation on a service. London: Andre Deutsch Limited, 1980.</p>		





Course Title	Professional Ethics and Legal Issues
Course Code	403
Effective From	June 2022
Purpose of Course	Students identify and define influential ethical theories and theorists and assess the challenges and opportunities of ethical issues that are relevant to the information professions
Course Objectives	<ol style="list-style-type: none"> 1. Understand and managed ethical and legal dilemmas relating to information creations, use and supply. 2. Able to discriminate between the key ethical issues involved in professional life 3. Able to critically analysed detailed implications of key legislation 4. Able to discuss various ethical standards for LIS professionals. 5. Can understand vocabulary related to ethical and legal issues
Course Outcomes	<p>CO1: To recognize the utility of ethical decision-making models and codes of conduct</p> <p>CO2: To develop the basic skills needed to create and apply ethical decision-making models and professional codes to real-world issues facing librarians and information professionals.</p> <p>CO3: To describe the relevance of ethics to issues of diversity and inclusion and examine how ethical issues impact individuals and groups.</p>

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Master of Library and Information Science: Semester - 2		
Paper No.	Title	40 Hrs.
403	Professional Ethics and Legal Issues	
Unit 1	Professional Ethics <ul style="list-style-type: none"> ➤ Introduction to professional ethics, Objectives, Importance and Professional Ethics for Librarianship. ➤ Ethics: Definition, moral philosophy, nature of moral judgments and reactions. ➤ Code of professional ethics: National and International ➤ Responsibilities in Librarianship as a service profession. ➤ Scholarly communication, Professional Aptitude and Library philosophy as guide for values and ethics 	10 Hrs
Unit 2	Professional Issues, Supports and Problems <ul style="list-style-type: none"> ➤ Academic issues ➤ Administrative issues ➤ Recruitment rules ➤ Service issues ➤ Professional Standards ➤ Research and publication ➤ Resource sharing ➤ Financial support: scholarship, fellowship, awards and reward ➤ Professional Quality and New Entrants 	10 Hrs
Unit 3	Professional ethics and technology <ul style="list-style-type: none"> ➤ Awareness of IT in library service environment ➤ Personnel training ➤ Internet and telecommunication skills ➤ Scholarly information sources – OA ➤ Quality issues and liabilities of information provider 	10 Hrs
Unit 4	Legal Issues <ul style="list-style-type: none"> ➤ Freedom of information and privacy ➤ Intellectual property rights in media, Licensing IPR and legal issues- categories, conventions, Treaties, Laws. ➤ Database rights ➤ Patents and Tread Marks ➤ Legal aspects of e-resources ➤ Plagiarism concept and types , RTI; Information Technology Act 	10 Hrs

References Books:	
1)	AALL Ethical Principles- http://cool.conservationus.org/bytopic/ethics/asiseth.htm
2)	chopra, Hans Raj. Librarianship: as a profession in India, Jodhpur: Jain Brothers, 1989
3)	Coblans, Herbert. Librarianship and documentation: an international perspectives. London: Andre Deutsch Limited, 1974
4)	Code of Ethics for Information Scientists - http://cool.conservation-us.org/bytopic/ethics/asiseth.html
5)	Code of Ethics of the American Library Association –
6)	http://www.ala.org/ala/aboutala/offices/oif/statementspols/codeofethics/codeethics.cfm
7)	Codes of Ethics Online – http://ethics.iit.edu/index1.php/Programs/Code of Ethics
8)	Mac Intyre, Alasdair (1967). A short history of ethics. London.
9)	MLA Code of Ethics – http://www.mlanet.org/about/ethics.html
10)	Professional Codes of Ethics/Conduct - http://archive.ifla.org/faife/ethics/code.htm
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12)	Ranganathan, S. R. (1931). The five laws of library science. Madras Library Association (Madras, India) and Edward Goldston (London, UK).
13)	Ranganathan, S. R. (1951). Documentation Genesis and Development. Vikas Publishing House (Delhi, India).
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16)	Smith, M. M. (1997). Information ethics. Annual Review of Information Science and Technology (ARIST). Vol. 32 (pp. 339-366). Medford, NJ: Information Today for the American Society for Information Science (ASIS).
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Course Title	Resource Consortia
Course Code	404
Credit	4
Effective From	June 2022
Purpose of Course	Students will be able to: define the term 'library consortia' and understand the meaning of consortium, understand the evolution of library consortia.
Course Objectives	<ol style="list-style-type: none"> 1. Students will learn various networks for resource sharing, various library networks 2. Students able to know about bibliographic utility networks.
Course Outcomes	<p>CO1: Develop skills to provide consortia based services.</p> <p>CO2: Familiarise yourself with the consortia available in other countries also</p> <p>CO3: To make students understand the factors that led to the development of library consortia; and functions and services of select library consortia.</p> <p>CO4: Introduce the functions and services of select library and information networks;</p>

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Paper No.	Title	
404	Resource Consortia	
Unit 1	Library and Information Networks <ul style="list-style-type: none"> ➤ Definition, Need, History and evolution Library Networks ➤ Data networks ,Introduction and activates of data Networks in Indian (ITES (INDONEWT), ERNET,NICNET,INET,SIRENT,BITSNET) ➤ Library and Information Networks in India ➤ Role of international agencies in the development of Library Networks: IFLA and UNESCO 	
Unit 2	Library Networks at International Level <ul style="list-style-type: none"> ➤ Online Computer Library Centre (OCLC) ➤ Research Library Group (RLG) RLIN ➤ Joint Academic Network (JANET) ➤ Consortium of University Research Libraries (CURL) ➤ China Academic Library and Information System(CALIS) ➤ Australian Academic and Research Library Network (AARLIN) ➤ Recently come up Library Networks 	
Unit 3	Bibliographic Utility Networks <ul style="list-style-type: none"> ➤ Objectives, Definition, History, Need and Benefits ➤ Working style (how it Works): Centralised, Processing, Shared Processing ➤ Bibliographic Standards :MARC ➤ Tools for Bibliographic Utility Networks ➤ LOC services, CIP,MARC Alert Services ➤ Major Bibliographic Utility Networks: International OCLC, RLG, NBS, Kinetic web, CALIS, HBZ. National INFLIBNET,CALIBENT,ADINET,MYLIBNET, PUNENET, ➤ Major Initiatives Related to bibliographic Utilities: NCCP,PCC (NACO,SACO,BIBCO,CONSER),LSP 	
Unit 4	Services of Library Consortia <ul style="list-style-type: none"> ➤ Subject Gateways ➤ Database Service ➤ Document Delivery Service ➤ Shared Electronic / reference/ Real Time Reference Service ➤ Collective acquisition of resources ➤ Consortium purchase ➤ Joint archives and cooperative storage facility ➤ Shared Digital Library Project Development ➤ Training :Personnel and Clientele ➤ Technology support from member institute ➤ Communication service among members 	

Reference:

- 1) Balakrishnan, Shyam Networking and Future of Libraries. New Delhi : Ess Ess, 2000.
- 2) Basandra, Suresh K. Computer Today. New Delhi : Galgotiya, 1999
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- 4) <http://www.angelfire.com/in/malibnet>
- 5) <http://www.inflibnet.ac.in>
- 6) <http://www.mylibnet.org>
- 7) Jha, Pavankumar. Library Networks and Network and Network based Information Services in India at <http://pavankumarijha.prepod.com/dissertation/chapter3.html>
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- 10) Ramamurthy, Globalisation and Library Information Networking. New Delhi: Author Press 2003.
- 11) Ramannair, R Information Technology for participatory Development. New Delhi: Kaveri, 2003.
- 12) www.alibnet.org
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Course Title	Information Storage & Retrieval
Course Code	405
Credit	4
Effective From	June 2022
Purpose of Course	Students will be able to know that information sources can be categorised by type, content, and media and learn the impact of computer and communication technologies in delivering and improving the efficiency of these information services.
Course Objectives	<ol style="list-style-type: none"> 1. Students will be able to make out the difference between information sources and resources. 2. Students will be able to learn the significance of responsive information services such as literature search, document delivery service and translation service and other services offered by libraries in response to user's demand;
Course Outcomes	<p>CO1: Library Professionals will be able to tap the information sources while answering a query and develop confidence and expertise in handling information sources.</p> <p>CO: 2 Library Professionals explain the need and importance of Document Delivery Service and identify different types of systems through which DDS can be offered.</p>





Paper No.	Title	40 Hrs.
405	Information Storage & Retrieval	
Unit 1	Information Sources <ul style="list-style-type: none"> ➤ Meaning, definition, nature, characteristics & utility Documentary information : Prints and electronic ; primary ,secondary and tertiary ➤ Non documentary information sources: Human and institutional Internet as a source of information Reference source: <ul style="list-style-type: none"> ➤ Meaning, definition ,need and purpose ➤ Criteria of evaluation 	10 Hrs
Unit 2	Kinds of Reference tools <ul style="list-style-type: none"> ➤ Encyclopaedias ➤ Dictionaries ➤ Directories ➤ Yearbooks ➤ Handbooks ➤ Manuals ➤ Almanacs ➤ Geographical sources ➤ Bibliographical sources ➤ biographical sources ➤ Current reference sources ➤ online sources Types of reference queries <ul style="list-style-type: none"> ➤ Techniques of answering reference queries 	10 Hrs
Unit 3	Reference & information services: <ul style="list-style-type: none"> ➤ Concept, definition, need ➤ Reference services : Long range reference service and ready reference service ➤ Difference between information service and reference service Information users: <ul style="list-style-type: none"> ➤ Categories of users and their information need User's studies ➤ Reference interview & search techniques 	10 Hrs
Unit 4	User education: <ul style="list-style-type: none"> ➤ Definition, need, purpose, techniques and methods ➤ User's education programme Information services: <ul style="list-style-type: none"> ➤ Literature search ➤ Bibliographical service ➤ Reprographic services ➤ Translation ➤ Current Awareness Service (CAS) 	10 Hrs



	<ul style="list-style-type: none"> ➤ Selective Dissemination Of Information (SDI) ➤ Document Delivery Service ➤ Indexing services ➤ Abstracting services <p>Recent trends of information services:</p> <ul style="list-style-type: none"> ➤ Virtual / Digital Reference Services; E-alerts, web alerts, web 2.0 ➤ tools ➤ Google Search Strategies 	
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References

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- 2) Bopp, R. E. and Smith, L C. (2011). Reference and information services: an introduction. 4th ed. Santa Barbara, California: Libraries Unlimited
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Course Title	Dissertation
Course Code	406
Credit	4
Effective From	June 2022
Purpose of Course	The Dissertation on any assigned topic in the field of Library and Information Science or allied subjects. This is the fundamental concept of research for the Ph.D. research work in Library and Information Science.
Course Objective	To develop idea of research work in library and information science
Course Outcome	CO1: Understand the Nature, Concept and types of research. CO2: Understand the methods of data collection, data analysis and preparation of research report CO3: Prepare the dissertation independently

Course Content	<ul style="list-style-type: none"> ➤ The marks allocation out of 70 marks shall be 50 marks of written dissertation and 20 marks of viva-voce. ➤ The Dissertation on any assigned topic in the field of Library and Information Science or allied subjects. ➤ The Dissertation will be based on a given topic individually. A Student will select his/her topic in consultation with H. O. D. and his/her guide. ➤ The Dissertation should be prepared under the guidance of a member of the faculty at M.L.I.Sc. course ➤ The Dissertation not less than 100 pages (Typed Computer printout) and size of the Dissertation shall be A4 size papers and shall have typed in double spaces. ➤ The Dissertation shall embody the original research and will have to be certified by the student and the guide ➤ Two copies of The Dissertation shall be submitted by the student duly certified by the guide. ➤ The Dissertation shall be evaluated by Two examiners ➤ Guiding the students for the dissertation the coordinator will arrange guidance / counselling lectures from the faculty teaching at M.L.I.Sc. Course.
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