

VEER NARMAD SOUTH GUJARAT UNIVERSITY
(With effect from Academic Year 2013-14)
M.Phil (Library and Information Science) (Part time) (2 year)

1st Year

Paper No.	Name of the Paper	Total Marks			Passing Standard			Credits
		Ext.	Int.	Total	Ext.	Int.	Total	
1	Research Methodology	70	30	100	28	12	40	8
2	Information Sources, Services and Management in Academic Library System	70	30	100	28	12	40	8

2nd Year

Paper No.	Name of the Paper	Total Marks			Passing Standard			Credits
		Ext.	Int.	Total	Ext.	Int.	Total	
3	Information Technology Application (Practical)	70	30	100	28	12	40	8
4	Dissertation/Project Report	160 (Diss)	40 (Viva)	200	64	16	80	16

નોંધ :

(૧) વિદ્યાર્થીએ અભ્યાસક્રમ દરમ્યાન ગ્રંથાલય અને માહિતી વિજ્ઞાનને સંબંધિત ૧ સંશોધન લેખ અથવા લેખ જર્નલ્સ/સામયિક/વર્તમાનપત્ર અથવા પુસ્તકમાં પ્રકાશિત કરવો ફરજિયાત છે. પ્રસિધ્ધ થયેલ લેખની નકલ ડિપાર્ટમેન્ટમાં રજૂ કરવાની રહેશે. પ્રસિધ્ધ થયેલ લેખની નકલ ડિપાર્ટમેન્ટને પ્રાપ્ત થશે નહિં તો પરિણામ જાહેર કરવામાં આવશે નહિં.

Veer Narmad South Gujarat University, Surat
Department of Library and Information Science

M.Phil. (Part Time) (2 Year)
(Library and Information Science)

The Master of Philosophy (M.Phil.) Course is designed to widen student's perspective through directed independent study. It lays stress on proper appreciation of the current trends in the field of library and information science. The course is envisaged to enable him/her to organize library and information services in furtherance of the institutional objectives.

OBJECTIVES OF THE COURSE

1. To acquaint the students with the role of information society, information needed for the different kinds of activities and the economics & management of information and knowledge.
2. To acquaint the student with the different modes and pattern in the information seeking behavior of people and method of studying information use patterns and information seeking behaviors.
3. To familiarize the knowledge about the characteristics of the information resources in society.
4. To acquaint the students with the different information Analysis, Repackaging & Consolidation Techniques.
5. To provide the students advanced knowledge of the application of information technology to information systems and services.
6. To provide the students basic knowledge of the Research Methods and Statistical Techniques.
7. To understand the structure and department of the specific subject / discipline and to prepare specialized professional manpower in the subject / discipline for handling information related activities.
8. To enable the students to design and develop information systems and services in emerging disciplines.

1st Year

Paper -1 Research Methodology

Unit	Detailed Syllabus	Teaching Hours	Marks/Weight
Unit-1	Research Concept and Research Design 1.1 Research definition, Need and Process 1.2 Research Characteristics, Origin of Research, Importance of Research 1.3 Types of Research and Interdisciplinary of Research. 1.4 Research Design Meaning, Definitions of Research Design, Characteristics of Research Design. 1.5 Subject matter of Research Design, Guideline for Preparation of good Research Design, Object of Research Design. 1.6 Kind of Research Design, Formulation of Research Problem	12 Hours	14
Unit-2	Hypothesis, Data Collection and Data Analysis 2.1 Meaning of Hypothesis, Definitions of Hypothesis, Characteristics of good Hypothesis. 2.2 Types of Hypotheses, Sources of Hypotheses, Development of Hypotheses Importance of Hypotheses and Difficulties. 2.3 Testing of Hypothesis, Need of Testing and Types of Testing. 2.4 Meaning and Definition of data, Importance of collection data, Adequacy of Data. 2.5 Types of Data (Primary Data and Secondary Data) 2.6 Sources of Data (Primary data Source and Secondary Data Source) 2.7 Meaning of Analysis of Data, Definition and Elements of Analysis. 2.8 Preparation before Analysis of Data.	12 Hours	14
Unit-3	Research Methods 3.1 Definition of Science, Nature of Science, Scientific Method. Characteristics of Scientific method, steps of Scientific Method and Dr. S.R. Rangnathan Spiral of Scientific Method. 3.2 Historical Method 3.3 Experimental Method 3.4 Case study Method 3.5 Sampling Method 3.6 Survey Research Method 3.7 Bibliometrics, Informatics 3.8 Statistical Methods.	12 Hours	14
Unit-4	Research Tools and Techniques 4.1 Important of Tools Research Tools. 4.2 Questionnaire meaning, definition, characteristics, Nature of Questionnaire, Types of Questionnaire, Precautions in preparing Questionnaires, Types of reliability of Questionnaires Advantage and Disadvantages. 4.3 Schedule method, meaning, definition, Elements, Objects, Kinds of Schedules, Essential Process, Advantages and Disadvantages. 4.4 Different Between Questionnaire and Schedule. 4.5 Interview Meaning, definition, Characteristics and Techniques of Interview. 4.6 Observation Techniques meaning, definition Characteristics, Types of observation, Advantage and Disadvantages	12 Hours	14

Unit-5	Current Trends in Library and Information Science Research, Search of Review of literature and Report Writing. 5.1 Current Trends Importance and Characteristics. 5.2 Research in Library and Information Science. 5.3 Types of Research in Library and Information Science. 5.4 Indian Research develop Institute and Organizations. 5.5 Search and Review of literature (Meaning, definition, Needs, Objective of Review literature, Sources of Review of literature, and Function of Review of literature) 5.6 Report Writing	12 Hours	14
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Break up of Continuous Internal Evaluation :

1.	Assignment	10
2.	Class Room Seminar	10
3.	Internal Exam	<u>10</u>
	Total Marks	30

Reference Books

1. M.L.I.Sc. Guid – Prhalad Sharma
2. Research And Statistical Techniques In Library And In Information Science- M.S. Negi
3. Research Methodology for Library Science – B.D. Pandya
4. Research Methodology in Library Science – Intder Mohan Goswami
5. Research Methodology in Library School & Indian Universities- Nirajan
6. Fundamental Concepts of Research (Research Handbook)-Dr.R.S. Patel

Gujarati Reference Books

૧. સશોધન પદ્ધતિ (વાર્તાનિક વિજ્ઞાનમા) – પ્રા. ડો. એલ.આર.યાજ્ઞિક
૨. જ્ઞાન વ્યવસ્થાપન માહિતી પ્રક્રિયા અને પુનઃપ્રાપ્તિ – નવીન બરોડીયા
૩. ૨૧ મી સદી મા ગ્રંથાલય નુ ભાવિ – પ્રજાપતિ મણીભાઈ
૪. માહિતી પ્રક્રિયા અને પદ્ધતિઓ – ડો શિવદાનભાઈ ચારણ
૫. જ્ઞાનવિશ્વ ઉદભવ અને વિકાસ – નવીન બરોડીયા
૬. સશોધન પદ્ધતિઓ અને પ્રવિધિઓ – દેસાઈ હરીભાઈ અને દેસાઈ કૃષ્ણકાન્ત
૭. સશોધન પદ્ધતિઓ – શાહ એન્ડ દવે જે.કે.
૮. સામાજિક સશોધન પદ્ધતિઓ – દેસાઈ અરવિંદભાઈ
૯. શિક્ષણ અને સામાજિક વિજ્ઞાનોમા સશોધનનુ પદ્ધતિશાસ્ત્ર – ડી.એ. ઉચાટ

1st Year

Paper -2 Information Sources, Services and Management in academic Library System

Unit	Detailed Syllabus	Teaching Hours	Marks/Weight
Unit- 1	<p>Information Sources</p> <p>1.1 Information Sources, Division of Documentary Sources, S.R. Ranganathan and Hanson Documentary.</p> <p>1.2 Grogan Documentary Sources, Documents Information Sources and Non Documents Information Sources. (Primary, Secondary, Tertiary and non Book Materials)</p> <p>1.3 Documentary Sources: Print and Non Print Media, Components of Print Media , Multimedia, Non Bo ok Media, Electronic Media and Optical Media.</p> <p>1.4 Aids to Information Sources table of Contents, Indexes list of tables, list of illustrations, Explanatory Notes, Abstracting and Indexing Services.</p>	12 Hours	14
Unit- 2	<p>International and National Information Systems</p> <p>2.1 UNESCO, IFLA, FID, UNISIST, AGRIS, INIS AND MEDALRS.</p> <p>2.2 Institutional Information Sources and Types of Information Institutions. (Library, Documentation Centers, Clearing House, Referral Centers, Data centers and Information Analysis centers)</p> <p>2.3 NISSAT, ENVIS (Environmental Information System), BTIS (Biotechnology Information System), NASSDOC, NISCAIR AND S ENDOC.</p>	12 Hours	14
Unit- 3	<p>Information Institutions Products and Services</p> <p>3.1 Evolution of Information Institutions, Types of Information Institutions. (Libraries, Future Libraries, Information Analysis Centers, Data Centers, Referral Centers)</p> <p>3.2 Information Products. (Information new, letters, House Bulletins and Journals)</p> <p>3.3 Information Analysis and Consolidation Centers (Information Analysis and Consolidation, Nee d, Categories , Activities Users, Types of Products)</p> <p>3.4 Trade and Product Bulletins (Characteristics, Function, Types)</p> <p>3.5 National Trade and Product Bulletin.</p> <p>3.6 Database: Types and Users.</p> <p>3.7 Online Information Systems and Information Networks</p>	12 Hours	14
Unit- 4	<p>Information System Management and Management Systems</p> <p>4.1 Information System Management Concept, Definition, Scope, Charactereristic, Imporance and Levels of Management.</p> <p>4.2 Functions of Management (Henery Feyol, George R. Terry and Lutter Gullick)</p> <p>4.3 Principle of Management. (Henery Feyols)</p> <p>4.4 Principle of Scientific Management.</p> <p>4.5 HRM (Need, Objectives and Human Resource Planning)</p> <p>4.6 Motivation, Chrematistics, Importance and Theories of Motivation (McGregor's, Maslow's 'Z' theory, Herzberg's and Bhoom's Expectancy Theory)</p> <p>4.7 System Analysis and Control</p> <p>4.8 Management By Objective (MBO) OR (Operation Research)</p> <p>4.9 Knowledge Management</p>	12 Hours	14

Unit-5	Management in Academic Library System 5.1 Academic Libraries: Role, Objectives and Functions. Types of Academic Libraries. 5.2 University Library, Management of University library, development of University Library and UGC. 5.3 Library Authority and Library Committee, Academic Library Committee.(Object, Need and Types) 5.4 Financial Management of Academic Libraries (Sources of Library Finance, Budget and Budget Planning) 5.5 Personal Management in Academic Libraries (Definition, Object and Principles) Academic Libraries Collection Development Systems and Management	12 Hours	14
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Break up of Continuous Internal Evaluation :

1.	Assignment	10
2.	Class Room Seminar	10
3.	Internal Exam	<u>10</u>
	Total Marks	30

Reference Books

1. Information and Communication - P.S.G. Kumar
2. Information Technology: Basics - P.S.G. Kumar
3. Information Sources & Services Theory & Practice - P.S.G. Kumar
4. Information Analysis Repackaging Consolidation and Information 5. Retrieval- P.S.G. Kumar
5. Computer and Library Services – Somnath Madhaw
6. Information Needs and Information Seeking Behavior- V.G. Choukhande
7. Library Information System – S.P. Singh
8. High Tech High Touch – Jurewicz / Cutler (ALA)
9. Information Handling in Libraries in 21st Centurey – Sharama R.K.
10. Information Marketing- Chopra
11. Modern Library Strategies – Chaudhary S.K.
12. M.L.I.Sc. Guide – Prhalad Sharma
13. Information Communication Technology Teaching Skills – Srinivas
14. Principal of Information Retrieval – Paliwal P.K.

Gujarati Reference

૧. માહિતી પ્રત્યાયન અને અધતન અવલોધન સેવાઓ – ઉર્મિલા ઠાકર
૨. વાડમયસૂચિ પરિચય – ધીરજલાલ નાનાલાલ શુક્લ
૩. માહિતી પ્રક્રિયા અને પદ્ધતિઓ – ડો શિવદાનભાઈ ચારણ
૪. જ્ઞાનવિશ્વ ઉદભવ અને વિકાસ – નવીન બરોડીયા
૫. ઈન્ફોમેશન ટેકનોલોજી – અતુલ કે. અકબરી
૬. માહિતી પ્રત્યાયન અને અધતન અવલોધન સેવાઓ – ઉર્મિલા ઠાકર
૭. સદર્ભ અને માહિતી સેવાઓ – ચારણ શિવદાનભાઈ

2nd Year

Paper -3 Information Technology Application (Practical)

Unit	Detailed Syllabus	Teaching Hours	Marks/Weight
Unit- 1	<p>Information Technology</p> <p>1.1 IT Meaning Definitions, Importance and Computer Technology.</p> <p>1.2 Communication Technology and Types of Communication Technology.</p> <p>1.3 Telecommunication Technology (Telecom Process, Data Transmissions, Analog Digital Transmission, Band Width, Synchronous and asynchronous communication, Modem, Switching Mechanism. Circuit Switching, Message Switching, Packet Switching, Communication Channels, Multiplexing, Frequency Division Multiplexing, Processor, Fax, Tele text and ISDN)</p> <p>1.4 Computer Network and Types of Network</p> <p>1.5 Wire Technology</p> <p>1.6 Network Topology.</p>	12 Hours	14
Unit- 2	<p>Library Automation and Library Networks</p> <p>2.1 Library Automation (Needs, Requirements, Features and Objectives)</p> <p>2.2 Automation Necessary Hardware and Software.</p> <p>2.3 Computer Application in library Functions and Services. (Administrative and General Works)</p> <p>2.4 Library Automation Works (Acquisition, Classification, Cataloguing, Circulation, Stock Verification and Serial Control)</p> <p>2.5 Management of Computerized Information Services (CAS, SDI, Printed Index, Online Service and CD Rom Service)</p> <p>2.6 Database (Meaning, Definition, Features, Database Architecture and Database management System)</p> <p>2.7 Library Networks and Resource Sharing in India (NICNET, INDONET, CALIBNET, DELNET, INFLIBNET, MYLIBNET, ERNET, INET, SIRNET AND VICRAM)</p> <p>2.8 Important International Library Network. (OCLC, RLIN -Research Information Network, JANET, UKENA and CURL – Consortium of University Research Library)</p>	12 Hours	14
Unit- 3	<p>Internet</p> <p>3.1 Internet History, Process of work of Internet (Client Server, Internet Connection, Dial up, DNS)</p> <p>3.2 Internet Software and Hardware.</p> <p>3.3 Search on Internet, Search Engines. (All Search Engines History, Features advantages disadvantage.)</p> <p>3.4 Internet Tools and Services, Electronic Mail (Mail Providers, Features and mail all types processes)</p> <p>3.5 Internet Service Provider (WWW, Hypertext, Hypermedia, FTP,POP, SMTP, Telnet, Archie, Gopher, Veronica, Wais, Internet Relay Chat)</p> <p>3.6 Internet Online Service. (Teleconferences, Telex, Teletext, Videotext and Fax)</p> <p>3.7 Video Technology (Types of Video Disc, Optical Disc Technology and Satellite Technology)</p>	12 Hours	14

Unit- 4	<p>Digital Libraries and Digitization.</p> <p>4.1 Introduction to digital Libraries, Historical Development of Digital Library, Need, Purpose, Use, Advantages and Disadvantages.</p> <p>4.2 Components of Digital Library, Hardware components required for Digitization, Software components required for digitization.</p> <p>4.3 Digital E-Library Resources, Electronics Publishing Digital Library Services, Internet and Digital library Services.</p> <p>4.4 Digitization of Library Resources understanding requirement for digitization, Human Resources Development Required for digitization process of digitization.</p> <p>4.5 Major problems, issues and challenge in Building Digital Library.</p> <p>4.6 Storage media of Digitization and preservation.</p> <p>4.7 Standards, Protocols and Formats for Digital Library.</p>	12 Hours	14
Unit- 5	<p>Open Sources, Paid Sources and Online Database Services.</p> <p>5.1 Open Sources: Definition, Need, Features, Objects, Importance, Advantage and disadvantages.</p> <p>5.2 Types of Open Sources any Five give Example and Give details.</p> <p>5.3 Paid Sources: Definitions, Need, Features, Objects, Importance, Advantages and disadvantages.</p> <p>5.4 Types of Paid Sources any Five give Example and give details.</p> <p>5.5 Web 1.0 and web 2.0 give the Different and futures.</p> <p>5.6 Information Models, Cyberspace, Dublin Core Meta data, Worldcat.</p> <p>5.7 Paid Source and Services, E- Publishers and online Databases</p> <p>5.8 Types of database and Data warehousing.</p>	12 Hours	14

Reference Books

1. Internet for Libraries and Information Centers- M Paul and Ashok Jambhekar
2. Computer Network- Andrew S.
3. Computer and Library Services – Somnath Madhwar
4. Information Technology: Basics - P.S.G. Kumar
5. Information Sources & Services Theory & Practice - P.S.G. Kumar
6. Metadata in Practice – Hillmann Westbrooks (ALA)
7. Computer in Library and Information Science- Praksah Chandra
8. Computer in Libraries – Jogendrasingh Burman
9. HTML & Web Page – Black Books
10. Inlibnet Soul Manual

2nd Year

Paper – 4 Dissertation/Project Report

Unit	Detailed Syllabus	Teaching Hours	Marks/Weight
Unit-1	Subject Selection	48 Hours	40
Unit-2	Database Management and Using Databases	48 Hours	40
Unit-3	Dissertation: Researcher gives guidance and Education	48 Hours	40
Unit-4	Dissertation: Research Types of Methods and Database Collection and Management guidance and Questioner preparation	48 Hours	40
Unit-5	Dissertation: Reference Books and other Dissertation references, use Non-Books materials, use Periodicals, use Encyclopedias, use Website, use Bibliography and all types using material guidance and education.	48 Hours	40

1. The Marks Allocation out of 200 Marks shall be 160 Marks of Written Dissertation / Project Report and 40 Marks of Viva-Voce.
2. The Dissertation / Project report on any Assigned Topic in the Field of Library and Information Science or Allied Subject.
3. The Dissertation / Project report will be based on a Given topic Individually A Student will select His/Her Topic in Consultation with His/Her Guide.
4. The Dissertation /Project report should be Prepared under the Guidance of a member or the faculty Teaching at M.Phil. Course.
5. The Dissertation / Project report not less then 80 Pages (If Typed) and 70 Pages (If Computer Print out) and size of the Dissertation / Project report shall be A4 size papers and shall have typed in double spaces.
6. The Dissertation / Project report shall embody the original Research and will have to be certified the student and the Guide.
7. Three Copies of the Dissertation / Project report shall be submitted by the student duly Certified by the Guide.
8. The Dissertation / Project report shall be evaluated by one External Examiner.
9. The Dissertation / Project report shall be submitted before the Commencement of the University Examination.
10. Guiding the students for the Dissertation / Project report The Coordinator will arrange guidance / Counseling lectures from the faculty teaching at. M. Phil. Course.

Reference Books

1. Research And Statistical Techniques In Library And In Information Science- M.S. Negi
2. Research Methodology for Library Science – B.D. Pandya
3. Research Methodology in Library Science – Intder Mohan Goswami
4. Research Methodology in Library School & Indian Universities- Nirajan

Gujarati Reference Books.

૧. સંશોધન પદ્ધતિ (વાર્તાનિક વિજ્ઞાનમા) – પ્રા. ડો. એલ.આર.યાજ્ઞિક
૨. જ્ઞાન વ્યવસ્થાપન માહિતી પ્રક્રિયા અને પુનઃપ્રાપ્તિ – નવીન બરોડીયા
૩. ૨૧મી સદીમાં ગ્રંથાલયનુ ભાવિ – પ્રજાપતિ મણીભાઈ
૪. સંશોધન પદ્ધતિઓ અને પ્રવિધિઓ – દેસાઈ હરીભાઈ અને દેસાઈ કૃષ્ણકાન્ત
૫. સંશોધન પદ્ધતિઓ – શાહ એન્ડ દવે જે.કે.
૬. સામાજીક સંશોધન પદ્ધતિઓ – દેસાઈ અરવિંદભાઈ