

**DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
C.S.S.H., M.L.S. UNIVERSITY
UDAIPUR**

MINUTES OF THE COMMITTEE OF COURSES IN LIBRARY
& INFORMATION SCIENCE HELD ON 29.04.2002 AT 12.00 NOON
IN THE DEPARTMENT OF LIS, CSSH, UDAIPUR.

The following members were present in the meeting:

1. Shri T.D. Tilwani (Convener)
2. Dr. (Mrs.) Sonal Singh (External Member)
3. Dr. U.K. Agrawal (Special Invitee)
4. Sh. S.L. Dave (Special Invitee)
5. Sh. JMS Rathore (Special Invitee)
6. Dr. B.L. Ameta (Special Invitee)

Prof. C.R. Karrisiddappa, External member, *Karnataka University*, Dharwad and *Prof. M.P. Satija*, External member, *GND University, Amritsar* could not attend the meeting .

The convener welcomed all the members in the meeting.

The following decisions and resolution were adopted.

1. The minutes of last meeting of committee of courses were presented and confirmed.
2. The recommendations of *Prof. B.L. Choudhary* Committee regarding formulating the course contents in each theory paper into Five Units in BLISc and MLISc courses is accepted in the committee. Further, the committee also accepted the recommendation of Choudhary Committee that henceforth the questions in theory papers of all courses are to be divided into three Parts-
“**Part A**” will have 10 Objective Type questions, two from each unit (10 marks),
“**Part B**” is to have 10 Short Answer Type Questions, 2 from each units. Five questions are to be attempted by the examinee in about 250 words (50 Marks),
“**Part C**” bears 4 Detailed Questions, from this 2 questions are to be attempted in about 500 words (40 Marks). The model question papers should be prepared by the respective teachers in due course of time. The above scheme of question papers would not apply on practical papers.

3. The committee unanimously resolved to continue the existing truncated courses in LIS, namely B.Lib.I.Sc. and M.Lib.I.Sc. both one year duration till the adequate number of Senior Positions of faculty members are sanctioned and recruited.
4. The committee decided to accept the new nomenclature of Bachelor and Master degrees programmes in LIS as BLISc and MLISc in place of B.Lib.I.Sc and M.Lib. I.Sc. respectively in view of maintaining uniformity as suggested by UGC Model Curriculum. The University Examination Office is asked to make necessary steps to revise mark sheets, degree etc in accordance with the above mentioned decisions.
5. The committee resolved and accepted 'Two Year Integrated Master Degree Programme in LIS' in principle as suggested by UGC Model Curriculum. But, the committee deferred its implementation for few years till the bare minimum core faculty including senior positions be sanctioned and appointed in the department.

The committee also expressed deep concern over the non availability of "Minimum Core Faculty" in such a department having 27 years old standing in the University. The University administration, state Govt. /UGC should take immediate steps to fill up the vacant posts and sanction the new posts in all cadres of teaching to enable this department to run the professional & job oriented courses with quality and excellence.

6. The UGC Model curriculum for truncated BLISc, one year duration programme is placed before the committee. The committee after discussion and comparing it with the existing B.Lib.I.Sc. Syllabus decided to approve the revised & updated examination scheme as per 'Annexure-A' and accepted the revised and updated syllabus after making some changes in papers, units, redesigning and reshuffling some papers after deleting some units keeping in view the present infrastructure, limited faculty and certain other local factors. The revised syllabus is prescribed in 'Annexure B'
7. The syllabus for truncated MLISc Programme of one year duration as suggested by UGC is compared with the existing M.Lib.I.Sc. Syllabus. It was decided to approve the UGC model syllabus after making some necessary changes, modification, reshuffling, deletion, inclusion of certain units/papers for truncated MLISc programme of one year duration.

The revised examination scheme is indicated as per 'Annexure C'. And

the revised & updated syllabus of MLISc one year programme as above is presented as per 'Annexure D'

8. The committee resolved to accept the examination scheme & syllabus for 'Two Year Integrated Programme of MLISc in principle as per 'Annexure E'. For MLISc (Previous), the examination schemes and course contents of various papers will be the same as decided for revised B.LI.Sc programme as per 'Annexure A & B'.

For MLISc (Final), the examination scheme and course contents of various papers are the same as that for revised MLISc truncated one year programme as presented in 'Annexure C &D'

However, the two year programme of MLISc is decided to be deferred for some years till the exclusive IT laboratory, Other related infrastructure and suitable permanent teaching faculty is appointed in the department. Thus, it is resolved that hence forth the MLISc (Previous) is equivalent to the truncated B.LI.Sc one year programme and MLISc (Final) is equivalent to the truncated MLISc programme of one year duration as suggested by UGC Model curriculum.

9. Resolved that the university administration should be approached to sanction sufficient funds for the following infrastructure and activities.
 - i. To purchase practice tools & manuals as per new updated syllabus.
 - ii. To purchase advance & reference books pertaining to introduction of some new papers & topics.
 - iii. To establish exclusive IT Laboratory equipped with sufficient number of computers & their peripherals, software in LIS etc as suggested by UGC model curriculum for imparting practical training in the department.
 - iv. Orientation of teachers in the light of revised and updated courses.
 - v. To prepare Hindi version of course contents on new papers & topics for teachers & students both.
 - vi. Appropriate IT training to the faculty teachers of the department to enable them to teach the papers of IT oriented.
10. The committee resolved to accept the new paper on "Information Technology: Basics" (Theory) as suggested by the UGC model at BLISc level. However , its practical paper is deferred till the IT lab. Facility is made available in the Department. The CSSH Lab is already over burdened with existing computer

application paper is Geography, Economics, Library Science, Sociology. Other P.G. departments are also creating pressure to start this paper in their subject.

11. Resolved that the revised syllabus for B.L.I.Sc and M.L.I.Sc. truncated programmes (both one year duration) be commenced w.e.f. the session 2002-2003. The revised syllabus of BLISc and MLISc should be reprinted immediately and be made available to students in the new session in July 2002.
12. Approximately 80% of the course contents of different papers of BLISc. and MLISc are restructured in accordance with UGC mode curriculum.
13. Resolved that in MLISc. truncated programme, paper VIII is elective in nature. Out of the Four options, students are to offer any one including dissertation.
The dissertation paper should be offered to only those student having 60% marks or above at B.Lib.Sc. Level with good knowledge of English, subject to the availability of the faculty members in the department.
14. Resolved that for teaching theory papers at BLISc. / MLISc. programme, three periods of one Hour duration per week be allotted. Further for papers of practical nature at B.L.I.Sc./M.L.I.Sc. Level, Six periods (one hour duration) be allotted per week in view of their technical intricacies.
15. The committee examined the work load of the department for B.L.I.Sc. and M.L.I.Sc. (Both one year duration) programmes in view of the new revised and updated syllabus. The proposed, work load of the department is enclosed as per 'Annexure F'.

The committee observed that about 80% Extra work load is there with respect to the existing running courses as only **ONE** permanent teacher is presently working in this P.G. department.

The Committee members expressed grave concern on the poor faculty positions in the department. The university authorities should look into the matter and immediate steps be taken to (i) Fill up the present vacant post of Lecturer (ii) Should take up the matter with state Govt. to sanction senior positions in the department for which sufficient justification of 80% extra (uncovered) work load is there.

16. The B.L.I.Sc. & M.L.I.Sc courses are running in the department on self sufficient basis. The present tuition fee structure is quite old and needs to be revised to generate the funds for the development & smooth running of the

department. The following structure of revised tuition fee is decided to charge from the students in view of revised syllabus and to ease its financial burden:

S.No.	Course	Present Tuition Fee	Proposed Tuition Fee.
1.	BLISc	Rs. 2000/- P Year	4000/-P Year
2.	MLISc	Rs. 6000/- P Year	8000/- P Year

If necessary, the above proposed revised structure be got approved by university administration from appropriate body.

17. The committee also resolved to accept the proposal of Sh. T.D.Tilwani, Incharge of the Department in connection with admitting 5 students in professional & job oriented B.L.I.Sc. and M.L.I.Sc. courses on “Payment Bbases”over and above the approved intake capacity in both these courses w.e.f. July 2002.

However, the student offering for ‘Payment Seats’ are required to fulfill the minimum eligibility criteria as approved for B.L.I.Sc. and M.L.I.Sc. Programme by the university .

The structure of Fee decided for ‘Payment Seats’ is as under-

Course	Tuition Fee for Payment Seats
B.L.I.Sc.	Rs. 10,000/- Per Year
M.L.I.Sc.	Rs. 15,000/- Per Years

If will enable the department to improve & develop the infrastructure in the department to run its courses smoothly.

The Meeting ended with the vote of thanks to the chair.

Date: 29.04.2002

CONVENER

Copy to:

1. Prof. C.N. Mathur, Chairman, Faculty of Social Science.
2. The Registrar, ML Sukhadia University, Udaipur

CONVENER

BACHELOR OF LIBRARY AND INFORMATION SCIENCE (BLISc PROGRAMME)

(To be introduced from the Academic year 2002 on words)

Scheme of Examination

To pass the examination, a candidate will have to secure minimum of 40% marks in the aggregate of all papers and 30% marks in each paper. Minimum Number of marks to secure a place in the First Division will be 60% in Second Division 50% and in Third Division 40%.

A Candidate taking admission to the course will be required to offer all theory as well as practical papers. Each paper will be of three hours duration and carry maximum marks as show below against each paper.

Paper	Title of Paper	Duration of Examination	Marks
I	Foundation of Library and Information Science	3 Hours	100
II	Knowledge Organization, Information Processing & Retrieval (Theory)	3 Hours	100
III	Knowledge Organization, Information Processing & Retrieval : Classification of Documents (Practical)	3 Hours	100
IV	Knowledge Organization, Information Processing & Retrieval: Cataloguing of document (Practical)	3 Hours	100
V	Information Technology : (Basic) and Library Automation	3 Hours	100
VI	Management of Library & Information Centers Institution	3 Hours	100
VII	Information Sources & Service (Theory)	3 Hours	100
VIII	Information Sources & Service (Practical)	3 Hours	100

BACHELOR OF LIBRARY AND INFORMATION SCIENCE
SYLLABUS
PAPER-I: FOUNDATION OF LIBRARY AND INFORMATION
SCIENCE

100 Marks

- Unit-I **: Library as a Social Institution**
- Social & Historical foundation of Library
 - Different types of Libraries – Their distinguishing features & functions.
 - Role of Library in formal & informal education.
- Unit-II **Normative Principle of Library & Information Science.**
- Five laws of Library Science.
 - Implications of Five Laws in Library & Information Activities
- Unit-III **Library Development, Public Relation & Extension Activities**
- Development of Library with special reference to India.
 - Resource Sharing and Library Networking
 - Concept of Public Relation & Extension Activities.
 - Facets & Programmes in PR & EA
 - Publicity & Extension, Outreach Activities
- Unit-IV **Laws relating to Libraries & Information**
- Library Legislation- Need & Essential Features.
 - Library Legislation in India.
 - Press and Registration Act, Delivery of Books (Public Libraries) Act.
 - Copy Right Act.
- Unit-V **Library and Information Profession , Promoting Agencies**
- Attributes of profession
 - Librarianship as a Profession, Its ethics.
 - Professional Associations and their Roles.
 - National & International Library Associations
 - Professional Education & Research
 - National Level promoters of L&I Service – RRRLF
 - International Level promoters of L&I Service- UNESCO

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

Paper II- Knowledge Organization, Information Processing & Retrieval (Theory)

100 Marks

- Unit-I **Universe of knowledge:**
- Structure & attributes
 - Modes of formation of subjects
 - Different types of subjects
 - Universe of subjects as mapped in different scheme of classification
- Unit-II **Bibliographic Description**
- Library catalogue: Purpose, Structure, Types, Physical form including OPAC, filing rules.
 - Normative principle & practice in document.
 - Overview of principles of Cataloguing.
 - Current trends in standardization, description and exchange
- Unit-3 **Methods of knowledge organization**
- General theory of Library Classification.
 - Normative Principles of Classification and their Application.
 - Species of Library Classification
- Unit-4 **Standard Classification schemes & Cataloguing codes.**
- Standard Codes of Cataloguing- CCC & AACR-II
 - Standard schemes of Classification-CC, DDC
- Unit-5 **Subject Cataloguing**
- Principle of Subject Cataloguing
 - Subject Heading Lists & Features SL.SH, LC List of SH

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

Paper- III: Knowledge, Organization, Information Processing & Retrieval : Classification of documents (Practical)

100 Marks

Note:

Classification of documents using “Colon classification (6th ed.), Rangavathan, Book Number Formula” and Dewey decimal classification (19th ed.), representing simple compound and complex subjects

The paper will be divided into 2 parts:

Part-I: Colon Classification (6th Ed.)

Part-II: Dewey Decimal Classification (19th Ed.)

In each part, 3 questions will be set as detailed below:

Part-I : Colon Classification (CC)

All question are compulsory

50 Marks

Q.-1 Prepare Class Number & Book Number using Ranganathan Book Number of 5 Titles out of 8

(Simple title with Basic class & facets)

10 Marks

Q.-2 Four title out of eight

(Titles having Rounds & Levels of facets, system & specials)

Q.-3 Prepare class numbers of four titles out of eight

16 Marks

(Titles using Devices, Common Isolates, Phase Relation)

24 Marks

Part-II: DDC

All questions are compulsory

50 Marks

Q.-4 Five titles out of eight to be classified:

(Simple title)

10 Marks

Q.-5 four titles out of eight to be classification:

(Title using standard sub divisions, subject devices etc.)

16 Marks

Q.-6 Four titles out of eight to be classified:

(Title using various tables & devices etc.)

24 Marks

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

Paper- IV: Knowledge Organization, Information Processing & Retrieval: Cataloguing of document (Practical)

100 Marks

Practical Cataloguing of under mentioned types of document for making Classified Catalogue and a Dictionary Catalogue by using Classified Catalogue Code (5th Edition with the Amendments) and the 'Anglo-American Cataloguing Rules' II edition respectively along with 'Sears List of Subject Heading' for getting subject headings.

1. Books involving Personal Authorship.
2. Books involving Corporate Authorship.
3. Books involving Pseudonymous Author.
4. Anonymous work and works requiring titles as Heading.
5. Ordinary composite books.
6. Multivolumed books
7. Periodical Publications (Simple).

Note: Complicated Foreign Personal Names, complicated periodicals and pseudo series are to be omitted. This paper will have 5 titles in 3 sections . All are compulsory to attempt.

First 2 titles will be catalogued according to CCC (Ed 5th with Amendments)
Next two titles will be catalogued according to AACR-II. The last fifth title will be a Simple Periodical to be catalogued either according to CCC or AACR-II.

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

Paper-V: Information Technology and Library Automation.

100 Marks

- Unit-I **Information Technology**
- Definition, Need, Components, scope, Objectives
 - Impact of IT on Society
- Unit –II **Fundamentals of Computers**
- Historical development of computer
 - Generation of computer
 - Classification of computers: Super, Mainframe, Mini & Micro.
 - Basic Components of computer: Input-Output device, CPU, Storage Device.
- Unit-III **Library Automation**
- Concept, Planning and Implementations
 - Inhouse operations: Acquisition, circulation, serial control, OPAC
 - Library Automation Software Packing: Their Study & Features.
- Unit-IV **Digital Libraries**
- Genesis, Definition, Objectives, Scope
 - Characteristics and Nature of Collection of Digital Library
 - Information Organization – Classification Indexing.
 - Bar Code Technology & Tools.
- Unit-V **Library & Information Centers Networking**
- History, Concepts and Methods
 - LAN, WAN & MAN
 - Specialized Networks: NICNET, INDONET, INFLIBNET, DELNET,
 - Internet and Intranet

BACHELOR OF LIBRARY AND INFORMATION SCIENCE
**Paper-VI: Management of Library & Information Centers/
Institutions**

100 Marks

- Unit-I **Management Fundamentals**
- Concept, Definition & Scope
 - Management Styles & Approaches.
 - Function and Principles of Scientific Management
- Unit-II **Human Resource Management**
- Organizational Structure
 - Job description and Analysis, Job evaluation
 - Inter- Personal Relations
 - Training and development
 - Total Quality Management (TQM)
- Unit-III **Budgeting, Library Statistics & Reporting**
- Resource Mobilisation
 - Budgeting: Techniques & methods- Planning Programming Budgeting System (PPBS) & Zero – Based Budgeting
 - Budgeting: Concepts, Definition, Purpose, & Functions
 - Types of Reports, Annual Report – Compilation, Contents & Styles
 - Library Statistics – Types, Limitations & Method of presentation.
- Unit-IV **Library House Keeping Operations**
- Different Sections of Library & Information centre and their functions
 - Collection Development and Management Policies, Procedures.
 - Acquisition of Reading material & their Processing.
 - Serial Control, Circulation, Maintenance etc.
 - Stock verification- Policies and Procedures
- Unit-V **Planning Library & Information Centres**
- Concept, Definition, Need, Purpose, Types
 - Policies, Procedures & Steps in Planning.
 - Building and Space Management
 - Planning of Related infra structure .
 - Library standards

BACHELOR OF LIBRARY AND INFORMATION SCIENCE
Paper-VII: Information Sources & Services (Theory)

100 Marks

- Unit-I **Reference and Information Sources**
- Documentary Sources of Information print and Non Print
 - Nature, Characteristics, Utility and Evaluation of different types of Information Sources.
 - Non Documentary Information Sources
 - Human & Institutional Sources – Nature, Types, Characteristics & Utility
 - Categories – Primary, Secondary & Tertiary Information Sources.
 - Internet as a Source of Information, CD-ROM databases.
- Unit-II **Reference & Information Service and Their Products**
- Reference Service- Concept, Definition, Types, Reference Interview & Search Techniques
 - Information Services- Concept, Definition, Need, Trends and Products.
 - Current Awareness Service (CAS) & Selective, Dissemination of Information (SDI)- Need Techniques
 - Bibliography Compilation and Translation Service.
- Unit-III Information Users, Their Need
- Categories of Information Users
 - Information Needs: Definition, Models.
 - Information Seeking Patterns
 - User Studies: Method, technique & Evaluation
- Unit-IV **Information Systems & Their Services**
- National Information System: INSDOC, DECIDOC, NASSDOC, NISSAT- Their Functions, Services & Products.
 - International Information Systems: AGRIS, MEDLARS, INSPEC- Their Function, Services & Products.
- Unit-V **Users Educations**
- Goals & Objectives
 - Levels & Programmes
 - Techniques and Methods

PAPER VIII : INFORMATION SOURCES & SERVICES
(PRACTICAL)

100 Marks

Note : List of Reference & information tools is to be prepared by the Teacher concerned in consultation with the Head of Department which should be sent to the Controller of Examination for onward transmission to the paper setter.

Course Contents:

Study and Evaluation of Information sources in each of the following categories including National & International reference tools:-

1. Dictionaries.
2. Encyclopedias.
3. Year Books, Almanacs.
4. Directories.
5. Sources of Geographical Information.
6. Sources of Biographical Information.
7. Sources of Statistics.
8. Sources of Bibliography Information – Trade, National & Subject Bibliographies.
9. Indexing & Abstracting Journals.

Paper-I: Foundation of Library & Information Science

Text Books & Reference readings:

1. Ranganathan (SR) : Five laws of Library Science Ed2, Madras, Madras Library Association, 1957.
2. Ranganathan (SR) : Library Development Plan, Thirty Years Programme for India with a Draft Library Bill (University of Delhi, 1950)
3. MC Covin (LR) : Public Library Extension, Paris, UNESCO, 1950
4. Sydney (E) and Ashby : Library in the Community London, British Council, 1953.
5. Simsova (S) and Mokele : Handbook of Comparative Librarianship, London, Clive Bingley, 1970
6. Sahay (SN) : Library and Community (English and Hindi Editions)
7. Landheer (B) : Social functions of Library, Scarecrow Press, 1957.
8. UNESCO : National Libraries, Their Problems and Prospects, Paris, UNESCO, 1960.
9. White (Carl M), Ed. : Basics of Modern Librarianship, New York.
10. Murison (WA) : Public Library : Its Origin and Purposes & significance as Social Institutions, London, Harrap, 1953.

PAPER II, III & IV
(Theory & Practicals)

Text Books & Reference Book

1. Dewey (Melvil) : Dewey Decimal Classification and Relative Index Edition 19, New York, Forest Press, 1979
2. Ranganathan (SR) : Colon Classification, Ed.6, Mumbai, Asia, 1971.
3. Ranganathan (SR) : Elements of Library- Classification, Ed.3, Mumbai, Asia, 1962.
4. Ranganathan (SR) : Descriptive account of the Colon Classification, Mumbai, Asia, 1972
5. Bhargava (GD) : Pustakalaya Vargikarn, Bhopal, M.P. Hindi Granth, Akademi, 1972.
6. Saers (WCB) : Introduction to Library Classification
7. Ranganathan (SR) : Prolegomena to Library Classification, Ed.3, Mumbai, 1967
8. Parkhi (S) : Decimal Classification and Colon Classification in Perspective, Mumbai, Asia, 1964
9. Srivastava (AP) : Theory of Knowledge Classification, Delhi, Laxmi Book Depot, 1972
10. Mills (J) : Modern Outline of Library Classification, London, Chapman and Hall, 1958
11. Sayers (WCB) : Manual of Classification for Librarian, Rev. by Arthur Malt. Ed.4, London, Andre Deutsch, 1967.
12. Palmer (BP) and Wales (AJ) : Fundamentals of Library Classification, 1961.
13. Bliss (HE) : Organisation of Knowledge in Libraries, 1952.
14. Ranganathan (SR) : Classified Catalogue code with Additional rules for Dictionary Catalogue Code, Ed.5 (with amendments), Bombay, Asia, 1964.
15. American Library Association etc. : Anglo American Cataloguing rules, 2 Ed., London, LA,1978.
16. Westby (BM) : Sears List of Subject Headings,Ed.13, New York, Wilson,1977.
17. Girija Kumar And Krishna Kumar : Theory of Catalogue, Ed.2,Delhi, Vikas,1977.

18. Girija Kumar And Krishna Kumar : Suchikaran Ke Sidhant, Delhi, Vikas, 1977
19. Agrawala (Shyam Sunder) : Pustaklaya Suchikaran, Bhopal, M.P. Hindi. Granth Academi, 1971.
20. Ranganathan (SR) : Cataloguing Practice, Banglore, Sarada Ranganathan Endowment for Library Science, Ed.2 1975.
21. Akers (Susan Grey) : Simple Library Cataloguing, Ed.5, Metchen N.J., Scarecrow, 1969.
22. Escreet (PK) : Introduction to the Anglo- American Cataloguing Rules, London, Andra Deitsch, 1971.
23. Jolley (L) : Principles of Cataloguing, London, Lackwood, 1960.
24. Wynar (Bodhan S) : Introduction to Cataloguing and Classification, Ed.3, New ork, Libraries, Unlimited, 1967
25. Ranganathan (SR) : Heading and Canons, 1955

PAPER-V
(Theory & Practical)

Text Books & Reference Book

1. Dowlin, (K) : The Electronic Library, New York: Neal Schuman, 1984
2. Forester, (T),Ed. : The Information technology revolution., Oxford: Blackwell, 1985
3. Lovecy, (Ian) : Automating library procedures: A survivor's handbook. London: Library Association 1984
4. Reynolds, (Dennis) : Library automation: issues and applications. New York , Bowker, 1985
5. Rewley, (J.E.) : Computers for libraries: 2nd ed. London: Bingley, 1985
6. Tedd, (Lucy A.) : An Introduction to computer-based library systems: 2nd ed. London: Pitman, 1985
7. Burns, (A) : New information technology. 1984
8. Collier, (Mel) : Local area networks: the implications for library and information science. London: British Library, 1984.
9. Vervest, (Peter) : Electronic Mail and Message handling. London: Printer, 1985.
10. Zorkoczy, (Peter) and Heap, (Nicholas) : Information technology: An Introduction . 4th ed. London: Pitman, 1995
11. Satyannarayana, (N.R.) : A manual of computerization. : New Dhlhi: Viswa Prakashan, 1995.
12. Gopinath, M.A., and Rama Radd, (E.), Ed. : Information access through network, Hyderabad: Book links, 1996
13. Bose, (Kaushik) : Information Network in India: Problem and Prospects. New Delhi: Ess Ess, 1994.
14. Chadha, (R.K.) and Gupta, (S.R.), Ed. : Information Technology. New Drlhi: Sarita 1995.
15. Page, (A.J.) : Relational database: Concepts, Selection and implementation. New Delhi: Galgotia, 1994.
16. Bandyopadhyay, (S.) : Information Technology for growth and prosperity . New Delhi: TMH, 1994.

17. Basandra, (Suresh K.) : Computers today: New Delhi: Galgotia, 1995
18. Rajaramana, (V) : Fundamental of Computer, New Delhi,
Prentice- Hall of India, 1996.
19. Subramanium, (N) : Introduction to Computer- Fundamentals of
Computer Science, New Delhi, Tata McGraw
Hill, 1990
20. Kaul (H.K.) : Information network: An Indian view- New
Delhi, Virgo, 1992.

PAPER-VI

Management of Library & Information Centres

Text Books & Reference Book

1. Ranganathan (SR) : Library Manual, Ed.2, Mumbai Asia, 1959
2. Tauber (MF), etc. : Technical Service in Libraries, N.Y., Columbia University Press, 1958.
3. Wheeler (JR) & Goldhoy (Herbert) : Practical Administration of Public Libraries, N.Y, Harper, 1962.
4. Cartor (BM) : Building Library Collections, N.Y., Scarcow, 1964.
5. Ranganathan (SR) : Library Book Selection. Mumbai, Asia, 1966.
6. Kaula (PN) : Library Buildings, Planning and Design, Delhi, Vikas, 1971.
7. Ranganathan (SR) : Library Administration on Education, Ed.2, Mumbai, Asia
8. Metcalf (KD) : Planning Academic and Research Library Building, New York, McGraw Hill, 1965.
9. Withers (EN) : Standards for Library Service: An International Survey, Paris, UNESCO.
10. Lyle (GR) : Administration of the College Library ed.3, New York, Wilson, 1961.
11. Indian Standards Institution : Code for Library Buildings etc., 1960
12. Geer (Helen) : Charging Systems, Chicago ALA, 1950.
13. Seetharam, (S) : Guiding for planning of libraries and information centers Calcutta , IASLIC, 1990
14. Mittal (RL) : Library Administration, Delhi Metropolitan Book Co.
15. Srivastava (SN) and Verma (SC) : Pustakalaya Sangathan, Rajasthan Hindi Granth Akedmi

PAPER-VII & VIII

Information Sources & Service (Theory & Practical)

Text Books & Reference Book

1. Ranganathan (SR) : Reference Service, Ed.2, Mumbai, Asia, 1991
2. Collison (RL) : Library Assistance to Readers, Ed.3, London, Lackwood
3. Hutchins (M) : Introduction to Reference Work, Chicago, ALA, 1964.
4. Mukerjee (AK) : Reference Works and its Tools, Calcutta, World Press, 1964.
5. Foskett (DJ) : Information Service in Libraries, Ed.2, London Connecticut, Archon Books 1967.
6. Foskett (DJ) : Readers Advisor Services.
7. Bakewell (KGB) : Library and Information Service for Management: A course for information workers, London, Clive Bingley, 1967.
8. Giria umar & Krishan Kumar : Philosophy of User Education- New Delhi, Vikas,1983
9. Katz (William A) : Introduction to reference work, 2V Reference Services and Reference Processes, New York McGraw Hill, 1974.
10. Rowland (Arthur Ray) : Reference Service, Hamdon, Conneticut, Shop String Press, 1969.
11. Wilson (TD) and Stephenson (J) : Dissemination of information, Ed.2, London, Clive Bingley, 1969.
12. Galin (Saul) and Spialberg (Pater) : Reference Book: How to select and use them. New York, Random House, 1969.
13. Walford (AJ) : Guide to reference books, ed.2-3V, London, Librar Association, 1996-1970
14. Winchell (CM) : Guide to reference books ed.7, Chicago, ALA, 1967 (with supplement)
15. Murphy (RW) : How and where to look it up: a guide to standard sources of information, N.Y., McGraw Hill 1968

**MASTER OF LIBRARY AND INFORMATION SCIENCE
(MLISc PROGRAMME)**

**(To be introduced from the Academic year 2002 onwards)
Scheme of Examination**

The duration of the course will be one academic year (July to April).

A candidate who has completed a regular course of study and has attended atleast 66% of the lectures delivered and has produced a certificate from the competent authority to the effect that he has satisfactorily completed his practical work be entitled to take the examination and no exemption from the minimum attendance will be given on grounds of either sickness or any personal domestic reasons whatsoever.

To pass the examination a candidate shall be required to secure minimum of 40% marks in each paper and 50% marks in the aggregate of all the paper. Successful candidates securing at least 60% marks in the aggregate shall be placed in First Division and the rest in Second Division.

Candidates are required to secure minimum of 40% marks in both the practical paper indicated as Paper VII (A) and Paper VII (B) separately, to pass them.

NOTE: A candidate who appeared at the Master of Library Science Examination in a previous year with Project Report prescribed at that time under Paper-VIII and failed is not required to resubmit the Project Report when he re –appears at the same examination subsequently as ex-student, provided he had obtained atleast the minimum pass marks viz. 40% in the same as his last appearance and in that case the mark obtained b him at the preceding attempt.

Shall be carried forward and taken into account for working out his result.

A candidate for the examination shall be required to offer the paper mentioned below. The maximum marks are shown against each paper and duration of examination.

Paper	Title of Paper	Duration of Examination	Marks
I	Information and Communication	3 Hours	100
II	Information Analysis, Repackaging and Consolidation.	3 Hours	100
III	Information Retrieval	3 Hours	100
IV	Research Methods and Statistical Techniques.	3 Hours	100
V	Information Technology: Basics & Application (Theory)	3 Hours	100
VI	Information Technology: Applications (Practical)	4 Hours	100
VII (A)	Academic Library Systems: Information Procedures (Theory)	3 Hours	50
VII (B)	Academic Library Systems: Information Procedures (Practical)	3 Hours	50
VIII	Any one of the Following:		
VIII (A)	Dissertation	3 Hours	100
VIII (B)	System Analysis, Design and Management	3 Hours	100
VIII (C)	Social Sciences Information Systems	3 Hours	100
VIII (D)	Agricultural Information Systems	3 Hours	100

**MASTER OF LIBRARY AND INFORMATION SCIENCE
SYLLABUS**

PAPER-I: INFORMATION AND COMMUNICATION

100 Marks

- Unit-I **Knowledge and Information:**
- Knowledge: definition, growth of organisation, types and value.
 - Information: Characteristics, Nature and use.
 - Conceptual Difference between Data, Information and Knowledge.
- Unit-II **Communication:**
- Communication of information: Information Generation.
 - Communication Channels, models and Barriers.
 - Scientific Communication.
- Unit-III **Information Science:**
- Definition, Scope and objectives.
 - Information Science as Discipline and its Relationship with other subjects.
- Unit-4 **Library, Information and Society:**
- Genesis, Characteristics and Implication of Information Society.
 - Changing Role of Library & Information Centers in Society.
 - Information Industry: Generators, Providers and Intermediaries.
- Unit-V **Information Acts and Policies:**
- Right to information Act.
 - Intellectual Property Act.
 - Policies Relating to information including Science, Technology & Education.

PAPER-II: INFORMATION ANALYSIS, REPACKAGING AND CONSOLIDATION

100 Marks

- Unit-I **Indexing:**
- Coordinate Indexing- PRECIS, POPSI, SLIC.
 - Citation Index- Science citation Index.
 - Indexing –concept, Principles, Services.
- Unit-II **Abstracting:**
- Abstracting – Concept, Principles, Types, Guidelines in preparing abstract.
 - Abstracting Agencies, Services.
 - Machine Abstracting.
- Unit-III **Repackaging and Consolidation:**
- Information Consolidation- Concept, Definition, Objectives, Benefits, Processes.
 - Content Analysis.
 - Repackaging Information-ways, strategies, Activities.
- Unit-IV **Information Product:**
- Nature, Concept, Need, Types of Information Product.
 - Product Design & Development.
- Unit-V **Marketing of Information:**
- Definition, Need, Benefits.
 - Marketing Ingredients
 - Information Marketing in India.

PAPER-III: INFORMATION RETRIEVAL

100 Marks

- Unit-I **Cataloguing & Subject Indexing:**
- Subject cataloguing –concept, need, principles
 - Assigning subject headings using L C List of subject Headings, SLSH etc.
- Unit-II **Indexing Languages & Vocabulary Control:**
- Indexing Languages – Types & Characteristics.
 - Vocabulary Control
 - Tool of Vocabulary Control.
 - Trends in Automatic Indexing.
- Unit-III **Thesaurus :**
- Concept, Need, Use.
 - Structure and Construction of IR Thesaurus.
- Unit-IV **Information Storage and Retrieval:**
- Concepts, Objectives, components, Techniques.
 - IR- Search Processes, Strategies, Manual & Automated.
 - IR- Criteria for Evaluation.
 - IR From Databases.
- Unit-V **Bibliographic Description:**
- Bibliographic Standards for Information Exchange.
 - Standard Bibliographic formats- ISBD, MARC

PAPER-IV: RESEARCH METHODS & STATISTICAL TECHNIQUES

100 Marks

- Unit-I **Research:**
- Concept, Meaning, Need and Process of Research.
 - Types of Research- fundamental and applied including inter disciplining & Multi Disciplinary approach.
 - Research & Development of Scholarships.
 - Research Hypothesis- Definition.
- Unit-II **Research Methods:**
- Scientific Method.
 - Historical Method
 - Descriptive Method
 - Survey Method, Case Study Method.
 - Experimental Method.
- Unit-III **Research Techniques & Tools:**
- Questionnaire
 - Schedule
 - Interview
 - Observation
 - Sampling Techniques.
 - Library Records & Reports.
- Unit-IV **Data Analysis and Interpretation:**
- Descriptive Statistics, Measures of Central Tendency, Mean, mode, median.
 - Tabulation and Generalization.
 - Standard Deviation.
 - Graphical Presentation of Data- Bar, Pie line Graphs.
- Unit –V **Bibliometrics, Infometrics & Research Reporting:**
- Concept & Definition of Bibliometrics
 - Bibliometric Laws- Bradford, ZIPF, LOTKA.
 - Citation Analysis & Studies.
 - Infometrics- Concept, Definition.
 - Research Reporting- Structure, Guidelines.

**PAPER-V: INFORMATION TECHNOLOGY: BASICS &
APPLICATIONS (Theory)**

100 Marks

- Unit-I **Fundamentals of Computer:**
- Computers- Impact on society, Historical Development, Generation, Characteristics.
 - Input- output Devices- Keyboard, Mouse, MICR, optical Mark Reader, Monitor, Printers.
 - Storage Devices – Floppy Disk Drive, Hard Disk Drive, CD-ROM Drive Cartridge and Tape Derives.
 - Specification of Standard Computer Systems and Peripherals.
 - Computer Software – Operating and Application Softwares, Compiler, Editor & Computer Viruses.
- Unit II **Programming Fundamentals & Operating System Software:**
- Development of Algorithm & Flow Chart.
 - Operating System – MS DOS, Windows 98/ onwards.
 - Internal and External Commands, Batch File, System Files.
- Unit III **Spreadsheets and Database**
- Introduction to spreadsheets, Advantages.
 - Types of Spreadsheet – Electronic, Popular, Worksheet, Editing & Formatting Facilities.
 - Introduction to Database.
 - FoxPro Programming.
 - Database Structure, Field types, Storing & Indexing database files, Multiple Database files etc.
- Unit IV **Networking**
- Planning & Design of Information Network.
 - Types of Networks, Advantages.
 - Network Softwares.
 - Library Networks – INFLIBNET, DELNET, CALIBNET
 - Internet – Email, WWW
- Unit V **Application of Library Softwares**
- Feature, Facilities and Application of Library Softwares – CDS/ISIS, WIN-ISIS, SOUL.

**PAPER-VI: INFORMATION TECHNOLOGY: BASICS &
APPLICATIONS (Practical)**

100 Marks

Note:

1. Practical Training is to be given in CSSH Computer Lab.
2. One Computer per Student must be used for practical training.
3. Students are required to perform one experiment from each section during examination.

- Section-I
- Identification of different hardware devices/components and study of its detailed specifications.
 - DOS commands: Use of Internal and external commands, autoexec and config.sys entries.
 - Windows 98: Getting familiarity with Windows 98 and use of accessories.
 - Preparation of a given document using Word Pad/MS Word.
 - Preparation of Worksheet using MS Excel, and use of various commands, functions and other facilities in MS Excel.
 - Using Internet for Email and Web.
- Section II
- Entering, Running, Modifying given program in BASIC/C
 - Use MS Excel to prepare payroll.
 - Use MS Excel for analyzing statistical data pertaining to economic.
 - Use MS Excel to represent economic data in the form of charts and graphs.
 - Use of FoxPro to prepare economic database files and preparing simple applications.
- Section III
- Database creation and maintenance using CDS/ISIS or WIN-ISIS.

OR

- Use of SOUL Demo

Distribution of Marks:

1. Test Exercise: 60 Marks, Duration four hours.
2. Record Work: 20 Marks.
3. Viva Voce : 20 Marks

**PAPER-VII (A): ACADEMIC LIBRARY SYSTEM AND
INFORMATION PROCEDURES (Theory)**

50 Marks

- Unit-I **Academic Library**
- Concept, Meaning & Role in Academic Institution.
 - Growth & Development in India.
 - Types, Objectives & Functions.
- Unit II **Collection Building & Library Cooperation**
- Nature, characteristics & use of reading material.
 - Selection, Acquisition and organisation of Reading material-Books, Periodicals & NBM.
 - Library Cooperation – Concept, Need and Type.
 - Problems & Prospects of Library Cooperation in developing Library Services in India.
- Unit III **Library Classification Schemes**
- Design, Development & Types of Classification Schemes.
 - Comparative Study of Colon Classification & UDC.
 - Recent Development & Trends in library Classification.
- Unit IV **Library Cataloguing Codes**
- History & Development of Library Cataloguing Codes.
 - Attempts towards International Catalogue Code.
 - Current Trends in Cataloguing
- Unit V **Cataloguing of NBM (Special Material).**
- Nature and characteristics of Special Material.
 - Problems in cataloguing of Special Material.
 - Rules for Cataloguing NBM – Maps, Microfilms, Phonographs, Records, Films etc.

**PAPER-VII (B): ACADEMIC LIBRARY SYSTEM AND
INFORMATION PROCEDURES (Practicals)**

50 Marks

Note: The setting and evaluation of Paper VII (B) is to be done on the same pattern as that of theory papers.

SECTION A: (UDC) 25 Marks

Classification of books, monographs and articles by using Universal Decimal classification (Abridged Edition 1961)

Five Titles out of 8 Titles are to be classified according to UDC (1961) using step by step technique of classification.

Note: UDC (1961) and English Dictionary be made available for practicals.

SECTION B: (AACR-II) 25 Marks

Practical cataloguing is to be done for Dictionary Catalogue by using AACR-II (1978) along with Sears List of subject Headings for getting SH.

Three Title to be catalogued by using AACR-2 22 Marks

Topics:

1. Conflict of Authorship.
2. Ordinary & Artificial composite Books.
3. Multi-volumed Books.
4. Periodical Publications with complexities

For overall neatness and Library Hand 3 Marks

PAPER-VIII : ANY ONE OF THE FOLLOWING

PAPER VIII (A) : DISSERTATION

100 Marks

Note :

1. The Candidate opting for Dissertation must have 60% marks or more in B.Lib.I.Sc with Good knowledge of English Language.
2. The Topic of study is to be decided by the student in consultation with the faculty member & Head of the Department.
3. The Dissertation complete in all respect will be submitted in the department after Annual Examinations as per University rules.
4. This option will be made available to the eligible students subject to the availability of Faculty members in the Department.
5. Other terms & conditions are as per University Rules.

OR

**PAPER VIII (B) : SYSTEM ANALYSI, DESIGN AND
MANAGEMENT**

100 Marks

Unit-I

Library System

- Basic Concept
- Library as a system.
- Planning and conducting a System Study.
- PERT, CPM

Unit-II

System Analysis

- Concept, Meaning, Need, Objectives.
- Role of System Analysis.
- System Description.
- Decision Tables.

Unit-III

System Design & Evaluation

- System Design
- System Implementation.
- Performance Evaluation Standards.
- SWOT (Strength, Weakness Opportunities & Threat)
- Data Flow Diagram (DFD).

- Unit-IV **System Management**
- Concept, Meaning, Objectives, Scope.
 - Management Schools of Thought.
 - Decision Making.
 - Cost-Benefit Analysis.

- Unit-V **Total Quality Management (TQM)**
- Concept, Definition, Elements
 - Application to Library & Information Centers.
 - Quality, Audit, LIS related Standards.
 - Technology Management.

OR

PAPER VIII (C): AGRICULTURAL INFORMATION SYSTEM

100 Marks

- Unit-I **Agriculture Sciences.**
- Definition, Terminology, Branches
 - Structure and Development.
 - Landmarks in the subject / Discipline.

- Unit-II **Agricultural Information System.**
- Planning.
 - Design.
 - Evaluation.

- Unit-III **Database Management.**
- Database Design.
 - Creation and Development.
 - Study of Data Structure.
 - Selection of DBMS and Retrieval Aspects.
 - Content Creation and Development in the Subject

Unit-IV	<p>Information System & Networks.</p> <ul style="list-style-type: none"> • AGRIS - Structure, Objectives, Functions, Products & Services. • Networks in the Discipline.
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Unit-V

Sources of Information in Agriculture

- Primary sources of information – Role, Types, Growth and Development.
- Activities of Research Institution in Agriculture – IARI.
- Activities of Professional Organisation / information centers in Growth & Development of Agriculture.
- Secondary sources of information & services.

OR

PAPER VIII (D): SOCIAL SCIENCES INFORMATION SYSTEMS

100 Marks

Unit-I

Social Sciences.

- Definition, Terminology, Branches.
- Structure, Growth & Development.
- Landmarks in Social Sciences

Unit-II

Social Science Information System.

- Planning.
- Design.
- Evaluation.

Unit-III

Database Management.

- Database Design.
- Creation and Development.
- Study of Data Structure.
- Selection of DBMS and Retrieval Aspects.
- Content Creation and Development in the Subject.

Unit-IV

Information System & Networks.

- NASSDOC- Structure, Objectives, Functions, Products & Services.
- Networks in the Discipline.

Unit-V

Sources of Information in Social Sciences

- Primary sources of information – Role, Types, Growth and Development.
- Activities of Research Institution in social sciences – ICSSR.
- Activities of Professional Organisation / information centers in Growth & Development of Social Science.
- Secondary sources of information & services.

MLISc Programme**Paper-I: Information & Communications**

1. Prasad, (H.N) : Information needs and users, Varanasi: Indian Bibliographic Centre, 1992.
2. Prasher, (R.G) : Information and its Communication, New Delhi: Medallion Press, 1991.
3. Singhal, (Arvind) : India's Information Society, New Delhi: Sage, 1989.
and Rogers, (EM)
4. Cawkell, (A.E), Ed : Evolution of an Information Society: London: ASLIB, 1987
5. McGarr, (K.J) : The changing context of information: an introductory analysis, London: Bingley, 1981.
6. Meadows, (A.J) : Communication in science, London: Butterworth's.
7. Chorafas, (D.N) : Knowledge revolution, 1968.
8. Kochen, (M).Ed. : Information for action from knowledge to Wisdom. 1975
9. McGarry, (K.J) : Communication, Knowledge and the Information, 1975.
10. Machlup, (F) : Knowledge; its creation, distribution and economic significance, VI, 1980,V2, 1982; V31984.
11. Masuda, : The Information Society, 1980.
12. Rozsa, (G). : Scientific Information and Society, 1973
13. Gurnsey, (John) : Information Consultancy, London: Cilve Bnigley , 1989.
and White, (Martin)

PAPER II – INFORMATION ANALYSIS, REPACKAGING, CONSOLIDATION

Text Book & References

1. Bushing, Mary C. : The Library product & excellence. Library trends, Winter 43(3); 1995, 384-400 p.
2. Keiser, Barbie E. & Carol K. Galvin : Marketing Library Services; A Nuts & Bolts Approach (Fourth Edition). Hague, FID, 1995. 139 pp. (FID Occasional paper 9)
3. Perumalsamy, K : Marketing of Library Services. University News, 36(25), June 22, 1998, Pages 11-13
4. Saxena, Sudha : Marketing of Library of information Services. ILA Bulletin Vol. XXX, No.1-2, April-July 1994, pp.8-12
5. Weingand, D.E. : Marketing/ Planning Library & information services, Littleton, Co. Libraries Unlimited 1987 pp.56
6. Sarcevic, Tefko : A course in information consolidation: a handbook for education and training in analysis, synthesis and repackaging of information, Paris UNESCO, 1986, 128 p. (PGI-85/WS/102).
7. Seetharama, S : Information Consolidation and Repackaging framework, methodology, planning, New Delhi, Ess Ess Publications, 1997, 292 p.
8. Sarcevic, T & Wood, J : Consolidation of information: A handbook on Evaluation, Restructuring and Repackaging of Scientific & Technical information, Paris UNESCO, 1981, (PGI-81/WS/16).
9. Seetharama, S : Information Consolidation and Repackaging framework, methodology & planning, New Delhi, Ess Ess Publications, 1997, pp. 138-140

MLISc Programme

Paper-III: Information Retrieval

1. Atchison Jean & Gilchrist Alan : Thesaurus construction: A Practical Manual, London: Aslib, 1972.
2. Foskett. A.C. : The Subject approach to information, 4th Ed. London: Bingley, 1982.
3. Lancaster F.Wilfrid : Information retrieval systems: Characteristic, testing and evaluation. 2nd Ed. New York: Wiley, 1979.
4. Rowledy Jennifer E. : Organizing knowledge: an introduction to information retrieval. Aldershot: Gower: 1987.
5. Rijsbergen C.J. Van : Information retrieval. 2nd ed. London: Butterworths, 1970.
6. Vikery B.C. : Techniques of Information retrieval, London: Butteworths, 1970
7. Atchison, J. : Thesaurus construction, a practical manual, 1972.
Gilchrist, A
8. Chernyi,A.I. : Introduction to information retrieval theory. 1973
9. Dym. E.D. : Subject and information analysis. 1982
10. Kochen, M.ed. : Principle of Information retrieval, 1974.
11. Lancaster, F.W. : Information retrieval system, characteristics, testing and evaluation. 1968.

MLISc Programme

Paper-IV: Research Methods and Statistical Techniques

1. Charles H. Busha & Stephen, P. Harter. : Research Method in Librarianship techniques and interpretation, New York: Academic Press, 1980.
2. Maurice, B. Line : Library Surveys: An introduction to the use, planning procedure and presentation of surveys. 2nd ed. London: Bingley, 1982.
3. Nick Moore & Martin Hesp. : The Basics of writing reports etcetera. London: Bingley, 1985
4. Goode (William J) & Hatt (Paul K) : Methods in Social Research. New York: McGraw-Hill Book Company, INC.1952
5. Gopal (M.H.) : An Introduction to Research Procedure in Social Sciences; New Delhi, Vikas, Pub.House, 1992
6. Simpson, J.L. : Basic Research Methods in Social Science. The Art of empirical investigation, 1969
7. Stevens Rolland E : Research Methods in Librarianship. London, Bingley, 1971
8. Powell, Ronad,R : Basic research methods for liabrarians. Norwood: Ablex, 1985
9. Krishnaswami, O.R. : Methodology of Research in Social Sciences. Bombay: Himalaya, 1993

TEXT BOOKS & REFERENCE BOOK FOR PAPER-V & VI
INFORMATION TECHNOLOGY: APPLICATIONS

(Theory & Practical)

1. Dowlin, K : The Electronic Library, New York: Neal Schuman, 1984
2. Forester, T.,Ed. : The Information technology revolution., Oxford: Blackwell, 1985
3. Lovecy, Ian : Automating library procedures: A survivor's handbook. London: Library Association 1984
4. Renolds, Dennis. : Library automation: issues and applications. New York , Bowker, 1985
5. Rewley, J.E. : Computers for libraries: 2nd ed. London: Bingley, 1985
6. Tedd, Lucy A. : An Introduction to computer-based library systems: 2nd ed. London: Pitman, 1985
7. Burns, A : New information technology. 1984
8. Collier, Mel : Local area networks: the implications for library and information science. London: British Library, 1984.
9. Vervest, Peter : Electronic Mail and Message handling. London: Printer, 1985.
10. Zorkoczy, Peter and Heap, Nicholas : Information technology: An Introduction . 4th ed. London: Pitman, 1995
11. Satyannarayana, N.R. : A manual of computerization. : New Dhlhi: Viswa Prakashan, 1995.
12. Gopinath, M.A., and Rama Reddy, E., ed. : Information access through network, Hyderabad: Book links, 1996
13. Bose, Kaushik : Information Network in India: Problem and Prospects. New Delhi: Ess Ess, 1994.
14. Chadha, R.K. and Gupta, S.R., Ed. : Information Technology. New Delhi: Sarita 1995.

15. Page, A.J. : Relational database: Concepts, Selection and implementation. New Delhi: Galgotia, 1994.
16. Bandyopadhyay, S. : Information Technology for growth and prosperity . New Delhi: TMH, 1994.
17. Basandra, Suresh K. : Computers today: New Delhi: Galgotia, 1995
18. Rajaramana, V : Fundamental of Computer, New Delhi, Prentice- Hall of India, 1996.
19. Subramanium, N : Introduction to Computer- Fundamentals of Computer Science, New Delhi, Tata McGraw Hill, 1990
20. Kaul, HK : Information Network : An Indian View, New Delhi, Virgo, 1992

PAPER VII (A & B) – ACADEMIC LIBRARY SYSTEM;
INFORMATION PROCEDURES

(Theory & Practice)

Text Book & References

- 1 Lyle (GR) : Administration of the College Library, ED.3, N.Y, Wilson, 1968
2. Metcalf (KD) : Planning academic and research library building, N.Y., Mc.Graw Hill, 1965
3. Rogers (RD) & Weber (DC) : University Library Administration, N.Y., H.W. Wilson, 1971
4. Thompson (Jones) : Introduction to University Library Administration, Clive Bingley, 1970
5. Wilson (RL) & Tauber (MF) : University Library
6. Bliss (HE) : Organistion of knowledge in Libraries and Systems of Science, New York, Henry Hold and Co.
7. Ranganathan (SR) : Prolegomena to Library Classification, Ed.3, Asia Publishing House, Bombay
7. Ranganathan (SR) : Philosophy of Library Classification, APH, Bombay
8. Library of Congress : List of Subject – Headings (Latest Ed.) 1957.
9. Osborn (AD) : Serial Publications : Their place and treatment in libraries, Chicago, ALA, 1995.
- 10.Collison (KL) : The treatment of special material in Libraries, New York, Columbia University Press, 1958
11. Strout (RF), Ed : Toward a better cataloguing code, Chicago, University of Chicago, 1956

PAPER VIII (B) – SYSTEM ANALYSIS, DESIGN & MANAGEMENT

Text Book & References

- 1 Bingham (JE) : Handbook of Systems Analysis, 1969
2. Burkhalter (BK) : Case Studies in systems Analysis in a University Library, Methucherr, N.J.,Scare Crow, 1972
3. Chapman (EA) & Others : Library System Analysis Guidelines, New York, Willey Inter Science, 1970
4. Condom (RJ) : Data Processing, System Analysis and Design, 1975
5. Fitzerland (JM) and Fitzerland (AL) : Fundamentals of Systems Analysis, New York, Wiley, 1973
6. Kirk (FG) : Total System development for information system, 1970
7. Meadow (CT) : Analysis of Information System, Ed.2, 1973
8. Rother (YB) & Moilally (A) : Practice of System Analysis Manuals, 1-7; 1970
9. Gupta (CB) : Introduction to Statistical Methods, Ed,3, Agra, Ram Prasad, 1964
10. Gupta (SP) : Statistical Methods, Rev. Ed.4, Delhi, S. Chand, 1977
11. Barnard (SB) : Total Quality Management. In Encyclopedia of Library and information Science. Vol.61, Supplement 24, Edited by Allen Kent. New York, Marcel Dekker, Inc., 1998, pp.311-326.
12. Gupta (DK) & Jain (SL) : TQM in Library and Information Services. Annals of Library Science and Documentation. 43,z, 1996, p 41-47.
13. O'Neil (RM) : Total Quality Management in a Libraries: A source book, Libraries Unlimited. Englewood Co. 1994.
14. Riggs (DR) : Management Quality: TQM in Research Libraries. Libr. Admin. Mgt. 7(2), 1993: 73-78

Paper-VIII (C & D): Information Systems

- 1 Atherton : Handbook of Information System & Services. Paris, Unesco, 1997
2. - : Information Services in India: Seminar papers, 10th IASLIC Conference, Kanpur, 1982
3. Vickery, B.C. : Information Systems, 1973
4. Parida, Baman : Studies on information systems, services and programs in India and Abroad. Delhi: Ajanta, 1993
5. Wiesman, Herman : Information Systems, services and centres. New York: Becker & Hyes, 1972.

MASTER OF LIBRARY AND INFORMATION SCIENCE

(Two Years Integrated M.L.I.Sc. Course)

Scheme of Examination

MLISc (Previous)

Note: The number of papers their nomenclature and maximum marks are the same as indicated for revised B.L.I.Sc. Programme.

MLISc (Final)

Note: The number of papers their Nomenclature, Maximum Marks, Duration of Examination is the same as that for Truncated M.L.I.Sc. revised one year programme.

SYLLABUS

MLISc (Previous)

Note: The course contents of all the papers and their Text/Reference Book are the same as that for Revised BLISc truncated one year programme.

MLISc (Final)

Note: The detailed course contents of all the paper and their Text/Reference Books are the same as Prescribed for Revised truncated MLISc one year Programme.

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE
CCSH, ML SUKHADIA UNIVERSITY
UDAIPUR

WORK LOAD OF THE DEPARTMENT

(As per Revised Syllabus w.e.f. July 2002)

Sr.No.	Name of Course	No. of Papers		Work Load Per week	
		Theory	Practical	Theory	Practical
1.	B.L.I.Sc.	5	3	15 Pds (1 Hour each)	18 Pds (1 Hour each)
2.	M.L.I.Sc.	9	2	27 (1 Hour each)	12 (1 Hour each)
Total work load = 72 Periods of one Hour each					