

# PROGRAMME GUIDE

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## MASTER OF LIBRARY & INFORMATION SCIENCE (M.Lib.)

\*Scheme of Examination (CBCS/ELECTIVE)

\*Detailed Structure of Syllabus



**DR. C.V.RAMAN UNIVERSITY**  
KARGI ROAD, KOTA, BILASPUR, CHATTISGARH(C.G.)  
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# MASTER OF LIBRARY AND INFORMATION SCIENCE

Duration: 12 Months (1 Year)

Eligibility: B.Lib Pass

COURSE STRUCTURE OF M.LIB SEMESTER Ist													
Course Details				External Assessment		Internal Assessment				Credit Distribution			Allotted Credits
Course Code	Course Type	Course Title	Total Marks	Major		Minor		Sessional		L	T	P	Subject wise Distribution
				Max Marks	Min Marks	Max Marks	Min Marks	Max Marks	Min Marks				
<b>Theory Group</b>													
6HMLS101	<b>Core Course</b>	Information, Communication And Society	100	50	17	20	08	30	12	4	-	-	4
6HMLS102	<b>Core Course</b>	Management of Library And Information Centres	100	50	17	20	08	30	12	4	-	-	4
6HMLS103	<b>Core Course</b>	Information Processing and Retrieval	100	50	17	20	08	30	12	4	-	-	4
6HMLS104	<b>Core Course</b>	Fundamentals of Information Communication Technologies	100	50	17	20	08	30	12	4	-	-	4
6HMLS105	<b>Core Course</b>	Information Retrieval & Network Centers	100	50	17	20	08	30	12	4	-	-	4
	<b>Grand Total</b>		<b>500</b>							<b>20</b>	<b>-</b>	<b>-</b>	<b>20</b>

Minimum Passing Marks are equivalent to Grade D

L- Lectures T- Tutorials P- Practical

Major- Term End Theory Exam

Minor- Pre University Test

Sessional weightage – Attendance 50%, Three Class Tests/Assignments 50%

# MASTER OF LIBRARY AND INFORMATION SCIENCE

Duration: 12 Months (1 Year)

Eligibility: B.Lib Pass

COURSE STRUCTURE OF M.LIB SEMESTER IInd													
Course Details				External Assessment		Internal Assessment				Credit Distribution			Allotted Credits
Course Code	Course Type	Course Title	Total Marks	Major		Minor		Sessional		L	T	P	Subject wise Distribution
				Max Marks	Min Marks	Max Marks	Min Marks	Max Marks	Min Marks				
<b>Theory Group</b>													
6HMLS201	Core Course	Preservation and Conservation of Library Material	100	50	17	20	08	30	12	4	-	-	4
6HMLS202	Core Course	Research Methodology	100	50	17	20	08	30	12	4	-	-	4
6HMLS203	Core Course	Academic Library System & Services	100	50	17	20	08	30	12	4	-	-	4
6HMLS204	Core Course	Public Library System & Services	100	50	17	20	08	30	12	4	-	-	4
6HMLS205	Core Course	Universe of Knowledge, Information and Communication	100	50	17	20	08	30	12	4	-	-	4
<b>Practical Group</b>				<b>Term End Practical Exam</b>				<b>Sectional</b>					
	Project/Dissertation/Internships & Viva Voce	Project/Dissertation/Internship & Viva Voce	200	100	33	-	-	100	40	-	-	8	8
<b>Skill Courses</b>								<b>Sectional</b>					
SCIT201	Skill Enhancement	Skill Enhancement Elective Course-1	50	-	-	-	-	50	20	1	-	1	2
<b>Grand Total</b>			<b>750</b>							<b>21</b>	<b>09</b>	<b>30</b>	

Minimum Passing Marks are equivalent to Grade D L- Lectures T- Tutorials P- Practical

Major- Term End Theory Exam/ Practical Exam Minor- Pre University Test

Sessional weightage – Attendance 50%, Three Class Tests/Assignments 50%

Skill Elective I – Any other course being offered in this semester as per the list given at the end of course structure.

Compulsory Project/Dissertation with choice in any Disciplinary specific elective. Compulsory Project report along with one paper presentation certificate to be attached in report in related discipline.

**SKILL ENHANCEMENT ELECTIVE COURSES**

<b>Non-Technical</b>			
<b>Elective No.</b>	<b>Department/ Faculty Name</b>		
	<b>Faculty of Information Technology</b>		
I	SCIT 201	Data Entry Operation	2(1+0+1)
II	SCIT 301	Multimedia	2(1+0+1)
III	SCIT 501	Web Designing with HTML	2(1+0+1)
IV	SCMIT 201	Web Development	2(1+0+1)
V	SCMIT 301	LINUX	2(1+0+1)
	<b>Faculty of Management</b>		
I	SMGT 201	Briefing and Presentation Skills	2(1+0+1)
II	SMGT 301	Resolving Conflicts and Negotiation Skills	2(1+0+1)
III	SMGT 802	Entrepreneurship Development	2(1+0+1)
	<b>Faculty of Commerce</b>		
I	SCOM 201	Tally ERP 9	2(1+0+1)
II	SCOM 302	Multimedia	2(1+0+1)
III	SCOM 803	Data Analyst	2(1+0+1)
	<b>Faculty of Humanities</b>		
I	SHBA 301	Pursuing Happiness	2(1+0+1)
II	SHBA302	Communication Skill and Personality Development	2(1+0+1)
III	SHMA301	Tourism in M.P	2(1+0+1)
	<b>Faculty of Science</b>		
I	SSBI 301	Mushroom Cultivation	2(1+0+1)
II	SSPH 301	House Hold Wiring	2(1+0+1)
III	SSPH 301	Basic Instrumentation	2(1+0+1)
IV	SSPH 301	DTP Operator	2(1+0+1)
V	SSCH 301	Graphic Designing	2(1+0+1)
	<b>Faculty of Education</b>		
I	SCBE 403	Understanding of ICTC (Information Communication Technology)	2(1+0+1)
II	SCPE 201	Yoga Education	2(1+0+1)

**Vision**

To be valued as a coveted centre for nurturing talent, imparting skill based quality education and promoting research driven advancement of knowledge for creating responsible professionals who will build a programme nation.

**Mission**

- To foster research oriented culture in the university.
- To provide education through extensive and innovative use of technology.
- To nurture talent, stimulate thinking, impart skills and create competent and inspired professionals for the industry.
- To forge collaborations with academic and corporate bodies across the world.
- To be recognized as a premium national university providing dedicated services for the social and economic development of the nation.

**BACHELOR OF LIBRARY AND INFORMATION SCIENCE****PROGRAMME OBJECTIVES:**

- Make him/her alert and sharp about Surrounding Library Activity
- To be able to understand the different kinds of Library Problems
- Complete Development about Library.
- Making Research in mind and approach.
- To be able to understanding The Library.
- Complete Knowledge about Library.
- Preparing him/her for national level competitive examination

**PROGRAMME OUTCOME :**

- Student's expected capabilities in this area at the end of semester
- Students should be able to identify the problems and capable to decide the application for future development.
- Demonstrate a broad and coherent body of knowledge with depth in the underlying principles and concepts;
- Integrate knowledge of the diversity of cultures and people;
- Apply critical thinking , independent judgment, intercultural sensitivity and regional, national and global perspectives to identify and solve problems in the discipline of the Arts, Languages and Social Sciences;
- Demonstrate capacity for reflection, planning, ethical decision- making and inter- disciplinary team work in diverse contexts of community engagement.



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**SEMESTER- 1<sup>st</sup>**

**Course: M. LIB**

**SUBJECT: INFORMATION, COMMUNICATION AND SOCIETY**

**Subject Code: 6HMLS101**

**Theory Max. Marks: 50**

**Theory Min. Marks17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding Information & Communication
- To be able to understand the different kinds of Information & Communication
- Complete Development about Information & Communication.
- Making Research in mind and approach.
- To be able to understanding The Information & Communication
- Complete Knowledge about Information & Communication
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Information: Nature, Property and Scope, Data Information and Knowledge : Intellectual Assets, Data: Definition, Types, Nature, Properties and scope, Information: Definition, Types, Nature, Properties and Scope, Knowledge: Definition, Types, Nature, Properties and Scope,	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Information Generation and Communication, Information, Communication Process, Media and Diffusion	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Generation of Information: Modes and Forms, Information Theory: Measure and Contents Evaluation, Digital Information,	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Information and society, Social Implications of Information, Information as an Economic Resource, Information Policies: National and International, Information Infrastructure – National and Global, Information Society,	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Knowledge and Society, Knowledge Society, Knowledge Management: Concept and tools,	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Students should be able to identify the problems and capable to decide the application for future development.
- Apply critical thinking , independent judgment, intercultural sensitivity and regional, national and global perspectives to identify and solve problems in the discipline of the Arts, Languages and Social Sciences;
- Demonstrate capacity for reflection, planning, ethical decision- making and inter-disciplinary team work in diverse contexts of community engagement.

**REFERENCE BOOKS:**

- Information Communication and Society - - Ajay Pratap Singh ESS ESS Publications
- PustakalaytathaSuchnaSeva ka Vikash (H) –Nupur Jhanji - Ajay Publishers Bhopal
- Thesaurus construction and use: a practical manual Aitchison, J., Gilchrist,&Bawden, D-. 4th ed. London:
- Guidelines for indexes and related information retrieval devices: a technical report. National Information Standard Organization. Baeza-Yates, RBethesda, Maryland:
- Modern information retrieval. Bawden, D. ACM Press; Harlow, Addison-Wesley England
- Information seeking and information retrieval: the core of the information curriculum. Journal of Education for Library and Information Science, 48 (2), pp.125-138.
- Web information retrieval. Ceri, S., Bozzon, A., Brambilla, M., Della Valle, E., Fraternali, P. &Quarteroni Heidelberg: Springer.

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant	To get knowledge about ancient Library System & Services	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library Reference services



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**SEMESTER- 1<sup>st</sup>**

**Course: M. LIB**

**SUBJECT: MANAGEMENT OF LIBRARY AND INFORMATION CENTRES**

**Subject Code: 6HMLS102**

**Theory Max. Marks: 50**

**Theory Min. Marks : 17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding Library Management
- To be able to understand the different kinds of Library Management
- Complete Development about Library Management
- Making Research in mind and approach.
- To be able to understanding The Library Management
- Complete Knowledge about Library Management
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Management Perspectives, Concepts and school of Management Thought, Management functions, Total Quality Management, Change Management,	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Systems Analysis and Control, Systems Approach, Work Flow and Organisation Routines, Monitoring and. Control Techniques, Performance Measurement and Evaluation Techniques.	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Human Resource Management, Organisational Behaviour, Managerial Quality and Leadership, Human Resource Planning and Development,	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Financial Management, Unit 11: Budgeting and Types, Budgetary Control System, Costing Techniques, Cost Analysis,	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Marketing of Information Products and Services, Information as a Marketable Community, Marketing: Approach and Techniques, E-Marketing.	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student's expected capabilities in this area at the end of semester.
- Students should be able to identify the problems and capable to decide the application for future development.

**REFERENCE BOOKS:**

- Library Building And Furniture Design And Planning - Suresh C Sinha - ESS ESS Publications.
- Library Managements Manual For Effective Management - Anil Kumar Dhiman - ESS ESS Publications
- Foundations of information science. Bell, D. Facet Publishing. London:
- The social framework of the information society. M C & Moses, L. (eds), In Derrouzos
- Communication: concept and contexts. Dearnley, J. & Feather, J New York: Harper & Row.
- The wired world: an introduction to the theory and practice of the information society. Debons, Anthony and Larson, Arvid G London: Library Association.
- Information science in action: system design. Delanty, G2 vols. Boston: MartinusNijhoff Publishers.
- Challenging knowledge: the university in the knowledge society. Open University Press.

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant	Student can develop Technical skills which are required for running Technical services in the Library.	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a library services



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**SEMESTER- 1<sup>st</sup>**

**Course: M. LIB**

**SUBJECT: INFORMATION PROCESSING AND RETRIEVAL**

**Subject Code: 6HMLS103**

**Theory Max. Marks: 50**

**Theory Min. Marks : 17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding Information Processing and Retrieval
- To be able to understand the different kinds of Information Processing and Retrieval
- Complete Development about Information Processing and Retrieval
- Making Research in mind and approach.
- To be able to understanding The Information Processing and Retrieval
- Complete Knowledge about Information Processing and Retrieval
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Organizations of Information, Intellectual Organization of Information, Indexing Languages Part-I – Concepts and Types, Indexing Languages, Classification Systems, Indexing Systems and Techniques, Evaluation of IR Systems,	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Bibliographic Description, Principles and Evaluation of Bibliographic Description, Rules for Bibliographic Description, Standards for Bibliographic Record Format, Metadata,	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Content Development, Norms and Guidelines of Content Development, Introduction to HTML and XML, Web-based Content Development, Multilingual Content Development,	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Information Storage and Retrieval Systems, ISAR Systems: Objectives and Types, Compatibility ISAR Systems, Intelligent IR Systems,	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Information Retrieval, Information Retrieval – Processes and Techniques, Information Retrieval – Models and their Applications, Search Strategy, Processes and Techniques.	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student's expected capabilities in this area at the end of semester.
- Students should be able to identify the problems and capable to decide the application for future development.

**REFERENCE BOOKS:**

- Information Technology For Librarians, Information Managers - J K Khanna - Y.K. Publishers New Delhi
- Introduction to modern information retrieval. 3rd ed. Chowdhury, G. G. Facet Publishing. London,
- Subject approach to information.: The Library Association. Fugmann, R.: Subject analysis and indexing: theoretical foundation and practical advice. Frankfurt: Verlag, 5th Ed. London
- Introduction to information retrieval. Salton, G. and McGill, Michael J McGraw- Hill. . New York
- Information analysis in theory and practice Sarkhel, Juran Krishna. Classique Books, Kolkata:
- Information retrieval experiment Sparck Jones, Karen London,

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant	Student can develop Classification/ Indexing skills which are required for running in the Library.	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library services



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**SEMESTER- 1<sup>st</sup>**  
**Course: M. LIB**  
**SUBJECT: FUNDAMENTALS OF INFORMATION**  
**COMMUNICATION TECHNOLOGIES**

**Subject Code: 6HMLS104**  
**Theory Max. Marks: 50**  
**Theory Min. Marks : 17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding IT & Library
- To be able to understand the different kinds of IT & Library
- Complete Development about IT & Library
- Making Research in mind and approach.
- To be able to understanding The IT & Library
- Complete Knowledge about IT & Library
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Computer Technology, Architecture and Technology, Software, Programming.	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Communication Technology, Fundamentals of Communication Technology, Networks and Networking, Data Networks, Convergence Technology and Applications.	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Communication media network technology, BMS.	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Media and Publishing Technology, Print and Non-Print Media, Publishing and Printing Technology, E-Publishing and Networking Publishing, Reprography and Micrography,	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Resource Sharing Networks, Library and Information Networks, Bibliographic Utility Networks, Library and Information Networks in India.	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student's expected capabilities in this area at the end of semester.
- At the end of the course the students should be able to identify the problems and capable to decide the application for future development.

**REFERENCE BOOKS:**

- Information Technology For Librarians, Information Managers - J K Khanna - Y.K. Publishers Agra
- Fundamentals Of Information Communication Technology - Manish Tripathi - Y.K. Publishers. Agra
- Computers today. Basandra, Suresh K. New Delhi: Galgotia Bob, W., & McKellen, M.
- A beginner's guide to the PC. Botto, Francis Delhi: Affiliated East West Press,.
- Bradley Multimedia, CD-ROM and compact disc: a guide for users and developers. New Delhi Galgotia
- Facet. Bradley, P. How to use Web 2.0 in your library. London
- Bradley, P., & Aslib. Internet power searching: the advanced manual. NealSchuman Publishers New York
- Chowdhury, G. G., & Chowdhury, S. World Wide Web: how to design and construct web pages. Aslib London
- Searching CD-ROM and online information sources. Facet Publishing London:

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant	Student can develop library network, Resources skills which are required for running Library services in the Library.	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library network services



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**SEMESTER- 1<sup>st</sup>**

**Course: M. LIB**

**SUBJECT: INFORMATION RETRIEVAL & NETWORK**

**COURSE OBJECTIVE:**

**Subject Code: 6HMLS105**

**Theory Max. Marks: 50**

**Theory Min. Marks : 17**

- To provide an overview of Information Retrieval.
- To introduce students about insights of the several topics of Information retrieval such as – Boolean retrieval model,
- Vector space model Latent semantic indexing,
- XML and Image retrieval model.
- To provide comprehensive details about various Evaluation methods. d. To provide Implementation insight about the topics covered in the course.

Unit	Course Content	Methodology Adopted
Unit – I	Models for information retrieval: Input- Output Models and Theoretical Models. type of search- keyword search, Phrase search, keyword and subject search, truncation search, range search. Boolean logic and Venn Diagram.	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Indexing : History and Development subject indexing, Pre-coordinate Indexing and Post- coordinate Indexing, Special type of indexing - citation indexing; automatic indexing - PRECIS, POPSI, KWIC, KWOC.	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Abstracting : Uses and Techniques of abstracting, Abstracting services in different disciplines, Indexes in abstracting services.	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Professional Organizations Promoting Information System Professional Organizations at international level (FID, IFLA, ISKO) Professional Organization at National level (ALA, SLA, LA, ASLIB, ILA, IASLIC, SIS, ALSD)	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Information Systems: definition, objectives, need, importance and types. UNISIST (Global Information system)-rationale, objectives, impact of UNISIST , NISSAT- history, structure, objectives, Activities, of NISSAT, Sectoral Centers- their field, scope and contribution.	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOME:**

- Student's expected capabilities in this area at the end of semester.
- Capable students in the basics of professional skills for information / knowledge management, so that they serve the society through their knowledge .
- To give the students an understanding of the basic principles of Library and Information Science and to enable them to understand, appreciate and develop.

**TEXT BOOKS:**

- Library legislation in India Rout, R. K. Reliance. Ray, Swapna New Delhi:
- Public library act in Indian perspective. Sahai, S.ProvaPrakashani. Kolkata
- Library and community. Today & Tomorrow. Sandy, N. New Delhi
- Copyright in further and higher education libraries. Sharma, Pandey S.K. Facet Publishing. London
- Library and society. Shera, J. H. EssEss Publications. New Delhi
- Sociological foundations of librarianship. Shera, J. H. Asia Pub. House. New York:

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant	Student can develop Classification/ Indexing and Abstracting skills which are required for running in the Library.	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library services



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**SEMESTER- 2<sup>nd</sup>**

**Course: M. LIB**

**SUBJECT: PRESERVATION AND CONSERVATION  
OF LIBRARY MATERIAL**

**Subject Code: 6HMLS201**

**Theory Max. Marks: 50**

**Theory Min. Marks : 17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding Library
- To be able to understand the different kinds of Library Material
- Complete Development about Library Preservation and Conservation.
- Making Research in mind and approach.
- To be able to understanding The Library Management
- Complete Knowledge about Library Acquisition and Preservation
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Library Materials: Preservation and conservation, Need for Preservation and Conservation, Historical Development of Writing Materials, Palm Leaves 'Birch'Bark: Their Nature and Preservation, Manuscripts, Books, Periodicals, News	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	PAPERS, Pamphlets, etc., Non-book Materials.	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Hazards to Library Materials and Control Measures, Environmental Factors, Biological Factors, Chemical Factors, Disaster Management,	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Binding, Types of Binding, Binding Materials, Binding Process, Standards of Building,	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Restoration and Reformatting, Materials Repair, Microfilming and Digitization, Practicals:	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student's expected capabilities in this area at the end of semester.
- Students should be able to identify the problems and capable to decide the application for future development.

**TEXT BOOKS:**

- New Pelican Guide to English Literature Modern Age-Vol.7.Boris Ford Penguin Books Delhi
- Twentieth Century English Poetry Anthony Thwaite penguin books Delhi

**REFERENCE BOOKS:**

- Preservation And Conservation For Libraries And Archives - Nelly Balloffet-ESS ESS Publications
- Preservation of information resources in academic libraries in Nigeria: case study of Federal University of technology, Amazi, I. Imo State University, Owerri.
- Principles of the use of the library. Edom, B. O. Springfield publishers. Owerri:
- The future of the past: preservation in Amorval Research Libraries. Smith, A. Council of Library and Information Resources. Washington,

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant	Student can develop Classification/ Indexing skills which are required for running in the Library.	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library services



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**SEMESTER- 2<sup>nd</sup>**

**Course: M. LIB**

**SUBJECT: RESEARCH METHODOLOGY**

**COURSE OBJECTIVE:**

**Subject Code: 6HMLS202**

**Theory Max. Marks: 50**

**Theory Min. Marks : 17**

- Make him/her alert and sharp about Surrounding Library Research
- To be able to understand the different kinds of Library Research
- Complete Development about Library Research
- Making Research in mind and approach.
- To be able to understanding The Library Research
- Complete Knowledge about Library Research
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Introduction to Research Methodology, Meaning, Concept, Need, Historical Research, Survey Research, Experimental Research, Fundamental and Applied Research,	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Tools for Research, Measurement of Variables, Presentation of Data, Statistical Techniques, Statistical Packages,	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Research Methods, Observation Method, Questionnaire Method, Interview Method, Experimental Method, Case Study,	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Research Process, Designing a Research: Characteristics, Purpose, Research Plan v, Analysis and Testing, Presentation of Results.	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Bibliometrics Study : Meaning, Scope, Bibliometrics Law and their application,	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student's expected capabilities in this area at the end of semester.
- Students should be able to identify the problems and capable to decide the application for future development

**REFERENCE BOOKS:**

- Measurement in information science. Busha, Charles A, & Harter, Stephen P. Academic Press. San Diego, CA:
- Research methods in librarianship: techniques and interpretations. Lynn Silipigni & Powell, Ronald R. Academic Press. Connaway. New York:
- A classification of library & information science Das, N.G. Library Association. London
- Statistical methods Glazier, Jack D, & Hall, Peter M. Tata McGraw-Hill. Calcutta:
- Qualitative research in information management. Englewood, CO: Libraries Unlimited. Goon, A.M., Gupta, M.K. and Dasgupta, B. (1978).
- Basic statistics. Calcutta: World Press. Gorman, G.E. & Clayton, Peter.
- Qualitative Research for the Information Professional: a practical handbook. Gupta, S.P. Facet. London:

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Library Assistant, Library Attendant Indexer Bibliographer	Student can develop Research skills	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library services



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**SEMESTER- 2<sup>nd</sup>**

**Course: M. LIB**

**SUBJECT: ACADEMIC LIBRARY SYSTEM & SERVICES**

**COURSE OBJECTIVE:**

**Subject Code: 6HMLS203**

**Theory Max. Marks: 50**

**Theory Min. Marks : 17**

- Make him/her alert and sharp about Surrounding Academic Library
- To be able to understand the different kinds of Academic Library
- Complete Development about Academic Library
- Making Research in mind and approach.
- To be able to understanding The Academic Library
- Complete Knowledge about Academic Library
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Development of Academic Libraries, Academic Libraries: Objectives and Functions, Role of UGC and Other Bodies in Promoting Libraries in Universities.	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Colleges and Other Institutions of Higher Learning, Library Governance, Academic Library Services, Financial Management of Academic Libraries,	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Collection Development, Collection Development Policy, Weeding Out Policy, Problems in Collection Organization, Collection Development Programmes.	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Staffing Pattern and Staff Development for Academic Libraries, Norms and Patterns of Staffing, Continuing Education Programmes, Personal Management,	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Resource Sharing Programme, Resource Sharing: Need and Objectives, INFLIBNET, Library Networks and Consortia.	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student's expected capabilities in this area at the end of semester.
- Students should be able to identify the problems and capable to decide the application for future development.

**TEXT BOOKS**

- Anatomy of Prose Marjorie Boulton Kalyani Publishers, New Delhi
- Prose in English Literature. N.K. Singh, I.A. Khan. Omega Publications

**REFERENCE BOOKS:**

- Libraries in higher education Bavakutty, M. New Delhi EssEss.
- The academic library. 2nd rev. ed. Brophy, Peter London: Facet Publishing.
- The academic library: its context, its purposes, and its operation. Laura B. John Englewood, COLibraries Unlimited. Cohen,
- Library 2.0 initiatives in academic libraries. ALA. Cowley, Chicago:
- Personnel management in libraries. Beard, J. & Holland, M Clive Bingley. Dale, P. London

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Professor Library Assistant, Library Attendant Indexer Bibliographer	To get knowledge about Academic Library System & Services	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library Reference services



**DR. C.V.RAMAN UNIVERSITY**  
KARGI ROAD, KOTA, BILASPUR (C.G.)

**SEMESTER- 2<sup>nd</sup>**  
**Course: M. LIB**  
**SUBJECT: PUBLIC LIBRARY SYSTEM & SERVICES**

**Subject Code: 6HMLS204**  
**Theory Max. Marks: 50**  
**Theory Min. Marks : 17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding Public Library
- To be able to understand the different kinds of Public Library
- Complete Development about Public Library
- Making Research in mind and approach.
- To be able to understanding The Public Library
- Complete Knowledge about Public Library
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Public Library : Basic Concepts, Public Library: Origin and Growth, Public Library and Society, Agencies in the Promotion and Development of Public Library System, National Library Policy and Library Legislation,	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Public Library System : Resource Development, Development Plans and Resource Mobilization, Financial Resources, Physical and Documentary Resources, Human Resources,	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Management of Public Library System, Organizational Structure of Public Library System, Planning and Administration of Public Libraries, Public Library Norms, Standards and Guidelines, Governance of Public Libraries, Performance Evaluation,	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Public Library Services, Types of Library Services, Application of Information Technology to Public Library.	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Resource Sharing Networking, Public Library Scenario in India, UK, USA and Canada	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOMES:**

- Student’s expected capabilities in this area at the end of semester
- Students should be able to identify the problems and capable to decide the application for future development.

**REFERENCE BOOKS:**

- Libraries in higher education Bavakutty, M. EssEss. New Delhi:
- The academic library. Brophy, Peter Budd, J 2nd rev. ed. Facet Publishing. London
- The academic library: its context, its purposes, and its operation. Laura
- Englewood, CO: Libraries Unlimited. Cohen,
- Library 2.0 initiatives in academic libraries Cowley, John ALA. Chicago
- University libraries and digital learning environments.): Ashgate Publishing Aldershot GB.

Job opportunity	Employability skill developed	Local/National/UNDP Goal Achieved	Entrepreneurship Opportunity
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Professor Library Assistant, Library Attendant Indexer Bibliographer	To get knowledge about Public Library System & Services	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library Reference services



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KARGI ROAD, KOTA, BILASPUR (C.G.)

**SEMESTER- 2<sup>nd</sup>**  
**Course: M. LIB**  
**SUBJECT: UNIVERSE OF KNOWLEDGE, INFORMATION AND COMMUNICATION**

**Subject Code: 6HMLS205**  
**Theory Max. Marks: 50**  
**Theory Min. Marks : 17**

**COURSE OBJECTIVE:**

- Make him/her alert and sharp about Surrounding Subjects.
- To be able to understand the different kinds of Subjects
- Complete Development about Public Library
- Making Research in mind and approach.
- To be able to understanding The Public Library
- Complete Knowledge about Public Library
- Preparing him/her for national level competitive examination

Unit	Course Content	Methodology Adopted
Unit – I	Data (Definition, Properties, Types, Scope and Conceptual difference between data, information and knowledge), Growth of Knowledge (Reason and Implication) and Factors affecting knowledge, Source of Knowledge, Personal and Public Knowledge.	ICT based class room teaching, Group Discussion, Case Analysis, Individual Presentations
Unit – II	Knowledge Management Definition and concept of knowledge management, Principles of knowledge management, Tools and techniques of knowledge management, Knowledge Management framework.	ICT based class room teaching, Case Analysis, Individual Presentation, Visit to Venture Capitalists
Unit – III	Information Products Nature, concepts, types and design of different information products such as-Newsletter, House Journals, Trade and product-Bulletins, Technical Digests, Trend Report etc., Marketing of Information Products.	ICT based class room teaching, Case Analysis, Group Presentation
Unit – IV	Information Analysis and Consolidation Centres Genesis, Types, Function and Activities of information analysis and consolidation centers, Planning and Management of Information Analysis and Consolidation Centers (Policy formulation, Management and Resource needed	ICT based class room teaching, Case Analysis, Individual Presentation
Unit – V	Characteristics of development of universe of subjects, Structure and attributes of universe of subjects, Modes of formation of subjects, Universe of subjects as mapped in DDC, UDC and CC. ) Normative Principles: Law ,Canon of cataloguing.	ICT based class room teaching, Case Analysis, Group Presentation

**COURSE OUTCOME:**

- Student's expected capabilities in this area at the end of semester.
- Promotes the development of a coherent learning programme, helps to guide students through the programme enables an institution to demonstrate how a particular lecture course or paper contributes to the overall aims of its teaching.

**TOUR REPORT/ SURVEY REPORT/ PROJECT REPORT PRACTICALS:**

**REFERENCE BOOKS:**

- Research methods in library and information science. Khan, M. A. Cosmo Publications. New Delhi
- Basic statistics. Goon, A.M., Gupta, M.K. and Dasgupta, B World Press. . Calcutta:
- Qualitative Research for the Information Professional: a practical handbook. Gorman, G.E. & Clayton, Peter. 2nd ed. Facet. London
- Descriptive statistical techniquesforlibrarians. (2<sup>nd</sup>ed.). Hafner, Arthur W American Library Association. Chicago:
- Jennifer G., Gradiva C. Search engine optimization: An hour a day. London: John Wiley & Sons.
- Electronic publishing: The definitive guide. Karen S. W. Marilyn B, Stone, T.Hard Shell Word Factory. UK:
- Networking in the humanities: Proceeding. Kenna, S. & Ross S. Bowker-Saur, London.

<b>Job opportunity</b>	<b>Employability skill developed</b>	<b>Local/National/UNDP Goal Achieved</b>	<b>Entrepreneurship Opportunity</b>
Librarian, Assistant Librarian, Deputy Librarian, Assistant Professor , Professor Library Assistant, Library Attendant Indexer Bibliographer	To get knowledge about ancient Library System & Services	No poverty, Quality Education, Decent Work	Can be able to setup a new library and provide a best library Reference services