GUIDELINES FOR CONTINUOUS INTERNAL ASSESSMENT (20%) FOR REGULAR STUDENTS OF POST GRADUATE COURSES of Master of Library & Information Science (Two-Year Integrated Course (Semester System)

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PANJAB UNIVERSITY, CHANDIGARH

SCHEME OF MASTER OF LIBRARY AND INFORMATION SCIENCE (TWO-YEAR INTEGRATED COURSE) 3rd & 4th SEMESTERS FOR THE EXAMINATION OF 2016-2017.

Paper Code	Title of the Paper	Marks			Exam. Hours
		Internal Assessment	Ext. Exam.	Total	

THIRD SEMESTER

Paper Code	Title of the Paper	Internal Assessment	Ext. Exam.	Total	Exam. Hours
M. LIB-09	Information Sources and Services (Practice)	20	80	100	3
M. LIB-10	Information and Communication Technology : Applications (Theory and Practice)	20	80	100	3
M. LIB-11	Information Storage and Retrieval	20	80	100	3
M. LIB-12	Research Methods and Statistical Techniques	20	80	100	3

FOURTH SEMESTER

Union Catalogue : National Union Catalogues of Scientific Periodicals in India (INSDOC, NISCAIR). Union Catalogues of Social Science Periodicals and Serials in India (NASSDOC). Union Catalogues of CD-ROM Databases in Social Science Libraries (NASSDOC).

Unit – IV

Study and Evaluation of the following Bibliographical Sources :
Indexes : Guide to Indian Periodical Literature (Gurgaon). Library Literature and Information Science (Wilson). Readers Guide to Periodical Literature.
Abstracts : Library and Information Science Abstracts. Dissertation Abstracts International. Chemical Abstracts. Biological Abstracts.
News Digest : Keesings Record of World Events. Keesings Asia News Digest.

Essential Readings :

1. All the reference sources mentioned above will actually be consulted by the students.

Paper Code : M.Lib.-10

Paper Title: INFORMATION AND COMMUNICATION TECHNOLOGY: APPLICATIONS
(THEORY AND PRACTICE)

INSTRUCTIONS FOR THE PAPER-SETTERS / EXAMINERS AND CANDIDATES:

(i) The theory question paper will be 80 marks and 20 marks will be for internal assessment.

(ii) The syllabus has been divided into four units.

There shall be **9** questions in all. The first question is **compulsory** and shall be short answer type containing 15 short questions spread over the whole syllabus to be answered in about 25 to 30 words each. The candidates are required to attempt any 10 short answer type questions carrying 20 marks i.e. 2 marks for each. Rest of the paper shall contain **4** units. Each unit shall have **two** questions, and the candidates shall be given internal choice of attempting one question from each Unit. Each question will carry 15 marks.

Objectives :

To provide students the basic knowledge of computer and its applications in library and information activities.

UNIT- I

Library Automation

Integrated Library Management Systems (ILMS): Definition, Need and Objectives, Modules of an ILMS and their features. Emerging Technologies in ILMS. Next-generation OPACs. Radio Frequency Identification (RFID): Concept, Application of RFID system for library automation: Staff Station, Patron Self Check Station, Book – Drop Box, Sorting Station, Shelf Management System, RFID enabled Security Gates.

10. Lahpamer, Harvey. RFID design principles. Norwood: Artech House , 2008.

11. Marie, Ward Diane. Complete RFID handbook : a manual and DVD for assessing, implementing and managing radio frequency identification technologies in libraries. New York: Neal- Schuman Publishers , 2007.

12. Nagia, Rajan. Making of software packages for library automation. New Delhi: Cyber Tech Pub. , 2012.

13. Nagia, Rajan. Making of software packages for library automation. New Delhi: Cyber Tech Pub. , 2012.

14. P S Kawatra , Fundamentals of information and communication technologies (ICT) Delhi : B.R. Pub. Corp., 2013.

15. Pandian, M.Paul. RFID for libraries : a practical guide. Oxford: Chandos Publishing , 2010.

16. S Thanushkodi, ICT applications in academic libraries. New Delhi : SSDN Publishers & Distributors, 2013.

17. Singh, Ram Shobhit, [ed] Encyclopaedia of digital libraries. New Delhi: Anmol , 2008.

18. Singh, S.K. Essentials of integrated library management. Delhi: Authors Pr. 2002.

19. Sunil Kumar. Some perspectives of integrated library systems. New Delhi: Rajat , 2009.

20. Tariq Ashraf Sharma, Jaideep; Gulati, Puja Anand. Developing sustainable digital libraries: socio-technical perspectives. Hershey: Information Science Reference, 2010.

21. Vasanth N. Mudhol, Mahesh V. Software packages for library automation. New Delhi: Ess Ess , 2000.

Further Readings:

1. Arms, William Y. Digital libraries. New Delhi: Ane Bks., 2005.

2. Caplan, Priscilla Metadata fundamentals for all librarians. New Delhi: Indiana Publishing, 2009. (American Library Association series).

3. Chowdhury, Sudatta Chowdhury, G. G. Introduction to digital libraries. London: Facet Pub. , 2003.

4. Haynes, David Metadata for information management and retrieval. London:Facet Pub. , 2004.

5. Hillmann, Diane I. Westbrooks, Elaine L. Metadata in practice. Chicago: ALA , 2004.

6. Rawat, P.P. Kumar, T. Encyclopedic dictionary of library science and information technology, T. New Delhi: Crest , 2002.

Paper Code: M.Lib.-11

Paper Title: INFORMATION STORAGE AND RETRIEVAL

INSTRUCTIONS FOR THE PAPER-SETTERS / EXAMINERS AND CANDIDATES:

(i) The theory question paper will be 80 marks and 20 marks will be for internal assessment.

(ii) The syllabus has been divided into four units.

There shall be **9** questions in all. The first question is **compulsory** and shall be short answer type containing 15 short questions spread over the whole syllabus to be answered in about 25 to 30 words each. The candidates are required to attempt any 10 short answer type questions carrying 20 marks i.e. 2 marks for each. Rest of the paper shall contain **4** units. Each unit shall have **two** questions, and the candidates shall be given internal choice of attempting one question from each Unit. Each question will carry 15 marks.

Objectives :

2. Kowalski, G.J. and Maybury, M.T. Information Storage and Retrieval System: theory and

Research Methods, Techniques and Tools:
Research Methods: Historical, Survey, Experimental and Case Study: their application in Library and Information Science. Research Techniques and Tools: Questionnaire, Interview, Observation, Library records and reports, Sampling techniques.

Unit – III

Data Analysis and Its Techniques:
Statistical Techniques: Measures of Mean, Mode, Median. Measures of Dispersion, Mean deviation. Statistical analysis tests : Chi Square , t-test, z-Test and f-Test. Standard deviation. Presentation of Data: Tabular, graphic, bar diagram, Pie-chart. Computerised data analysis: Use of SPSS.

Unit – IV

Research Reporting and Bibliometrics:
Structure, style, contents, guidelines of Research Reporting, Style Manuals-MLA and APA,methods of Research Evaluation. Bibliometrics : Concept , definition, laws. Scientometrics, Infometrics and Webometrics.

Essential Readings:
1. Best, J.W. and Kahn, Janes. Research in education. 10th ed. New Delhi: Pearson, 2005.
2. Bryman, Alan. Social research methods. 4th ed. Oxford: Oxford University Press, 2012.
3. Henn, Matt, Weinstein, Mark and Foard, Nick. A critical Introduction to Social Research. London: Sage, 2009.
4. Kothari, C.R. Research Methodology: Methods and Techniques, 2nd ed. New Delhi: New Age International, 2004.
5. Pickard, Alison Jane.   Research Methods in Information. 2nd ed. London: Facet, 2013.
6. Punch, Keith F. Introduction to Social Research: Quantitative and qualitative Approach. 3rd ed. London: Sage, 2014.
7. Ranjit Kumar.   Research Methodology: A step-by-step for beginners. 3rd ed. London: Sage, 2011.
8. Sehgal R.L. Statistical methods for Libraries. New Delhi: Ess Ess Pub., 1998.
9. Sinha, S.C. and Dhiman, A.K. Research Methodology. 2 V. New Delhi : Ess Ess., Pub., 2002.
10. Wildemuth, Barbara M. Applications of Social Research to questions in information and libraries Science. Westport: Libraries Unlimited, 2009.

Further Readings:
1. Busha, C.H. and Harter, Stephen P. Research methods in librarianship : Techniques and interpretation. New York : Academic Press, 1980. 417 p.
2. Krishan Kumar. Research methods in library and information science. New Delhi :Har-Anand pub., 1992.
3. Slater, Margaret ed. Research methods in library and information studies. London : Library Association, 1990.
4. Powel, Ronald and Connaway, Lynn, Silipigni. Basic Research Methods for Librarians. Westport: Libraries Unlimited, 2004.
5. Creswall, John W. Research Design: Qualitative, Quantitative and Mix Methods Approaches. 4th ed. London: Sage, 2014.

Paper Code: M.Lib.-13

Paper Title: INFORMATION AND COMMUNICATION

Unit IV

Information Literacy and Knowledge Society:

Knowledge Management (KM): Concept & Benefits. Difference between Information Management (IM) and KM. Knowledge Society: Concept features of KS. Role of libraries in KS. Media and Information Literacy (MIL): Concept, Indicators/Components. Applications of MIL in Library & Information Centres.

Essential Readings:

1. Sarmistha Datta Bhattacharya. Knowledge management for library and information science London ; Hyderabad : New Central Book Agency, 2011.

2. Siew Ning Kan. Practical knowledge management. Singapore : Siew Ning Kan, 2013.

3. Kelvin Joseph Bwalya. Concepts and advances in information and knowledge management.Chandos Publishing, 2014.

4. Rosa T Williams. Knowledge management. New Delhi : Random Exports, 2013.

5. Ritu Banerjee. The Right to information act in India: concepts and problems; New Delhi : Murari Lal & Sons, 2010.

6. Sudhir Naib. The right to information in India. New Delhi, India : Oxford University Press, 2013.

7. Joseph E Stiglitz. Intellectual property rights, the pool of knowledge, and innovation; National Bureau of Economic Research, Cambridge, MA. : National Bureau of Economic Research, 2014.

8. Vikrant Narayan Vasudeva, Alphen aan den Rijn. Open source software and intellectual property rights, The Netherlands : Kluwer Law International, 2014.

9. Manju Pathak. An introduction to intellectual property rights. New Delhi: New India Publishing Agency, [2014].

10. Talwar Sabanna. Encyclopedia of intellectual property rights; New Delhi: Serials Publications, 2012.

11. The road to information literacyan

17. Peter Godwin; Jo Parker; Information literacy beyond Library 2.0 London: Facet Pub., 2012.

18. Research Information Network. Getting your feet wet: an introduction to open access London: Research Information Network, 2010.

19. Walt Crawford. Open access: what you need to know now Chicago : American Library Association, 2011.

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Further Readings:

1. Belly, Robert. Guide to Reference Books. 11th ed. Chicago: ALA, 1996.

2. Herron, Nancy, ed. Social Sciences: A Cross disciplinary guide to selected sources. 3rd ed. Libraries Unlimited, 2002.

3. Hoselitz, B.F. Readers Guide to Social Sciences. Rev. Ed. Glencoe: Free Press, 1972.

4. Hunt, Elgin F and Colander, David L. Social sciences: An Introduction to the study of society. Ed. 9. Allyn, 1995.

5. ICSSR Annual Reports and News Letters of various years. Li, Tze Chung. Social science reference sources: A Practical guide. Ed 3. Greenwood, 2000.

6. McKenzie, W.J.M., ed. Guide to Social Sciences. London: Weidenfied and Nicolson, 1996.

7. Walford, A.J. Guide to reference material. V2 : Social and Historical Science, Philosophy

Business Information Sources and Products :

Sources of Information : Directories, Digests, Market, Research Reports, Trade Literature, Technical Notes, Company Profiles, Patent, Design and Trade Marks, Standards, Databases.

Objectives :

To make the students aware of the Health Science Information System.

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Unit – I

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Health Science Information :

Objectives:

To acquaint the students with the present set up of public library system in India.

Public Libraries:

Meaning, importance, functions. Role of Public Library in literacy and mass education. Public Library Movement in India : Recommendation by S.R. Ranganathan, Advisory Committee for

Further Readings:

1. India Planning Commission. Modernisation of library services and informatics (working group); Report for the seventh Five Year Plan (1985-90). New Delhi : The Auth., 1991.

UNIT- III

Financial Management and HRM :

Financial Management: Principles of Financial Management

12. Frank D'Andraia. The academic library director : reflections on a position in transition.

8. Robert A Seal. Trends, issues, and innovation in academic library service Pt. 1 Articles. Philadelphia, Pa. Taylor & Francis 2011 .

9. Robert A Seal. Trends, issues, and innovation in academic library service. 2, Case studies. Philadelphia, Pa. : Taylor & Francis, 2011.

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