

**SRIDEV SUMAN UTTARAKHAND UNIVERSITY
TEHRI GARHWAL**



**SYLLABUS FOR
MASTER OF LIBRARY SCIENCE**

Master of Library & Information Science (M.Lib & I.Sc.)

2010-11

The profession of librarianship requires a dedication & spirit of service. The men and women who aspire to enter in this profession should satisfy themselves that they possess the academic qualification which will enable them to work successfully as librarians.

Objectives of this course is to enable the students to understand and appreciate the function and the purpose of library in changing social and academic environment and train the students in the techniques of librarianship and management of libraries.

Duration of the course is one academic year. Candidates can clear the course in maximum duration of three years. No provision for private candidates.

Medium of Instruction- English and Hindi.

Medium of Examination –English and Hindi.

Eligibility:

Only those candidates who have done Bachelor of library science may be admitted.

Attendance:

For appearing in examination the required attendance is 75% .10% attendance of relaxation can be given for any emergency case .student should inform Head of Department.

Examination:

The examination will be held annually after completion of one academic year.

Declaration of Result:

Passing marks in each paper is 40% the second division will be after securing in 50% in aggregate and securing 60% in aggregate will be evaluated as 1st division. For distinction in each paper is required 75%.

II Course of study

The course of study will comprise both theory & practical papers with the following papers in the prescribed syllabus.

The duration for examination of each paper (I to VIII) three hour and maximum marks is 70. 30 marks will be given through internal sessional work paper IX is dissertation of 100 marks which will be given by external examiner. All the papers of maximum 100 TOTAL marks are 900.

Paper IX is Dissertation of 100 marks. In this paper the students have to do a project in the field of library science subject guided by lecturer.

Paper I	-	Universe of Knowledge.
Paper II -		Introduction to Research Methodology
Paper III-		Advanced Library Classification (Theory).
Paper IV-		Advanced Library Classification (Practice).
Paper V -		Information Storage and Retrieval System
Paper VI-		Academic Library System
Paper VII	-	Information Technology :Theory
Paper VIII	-	Information Technology applications: Practical
Paper IX-		Dissertation (A Project)

All papers are of maximum marks 100 total marks are 900.

Paper: I

MM:70

Universe of Knowledge

UNIT: I

Knowledge Concept and Definition. Methods of acquiring knowledge. Attributes of the Universe of knowledge. Subjects and their relationship with the universe of knowledge.

UNIT: II

Development of Subjects having knowledge as the field of study. Metaphysics, Epistemology, Logic, Linguistics, Sociology, Psychology, Education and Library Science. Nature and kind of information.

UNIT: III

Mode of Formation of subjects. Development of subjects.

UNIT: IV

Mapping of knowledge in various schemes of classification study of mapping in DDC, UDC and CC.

UNIT: V

Recent development in the Literature of various subjects. Impact of Information Technology on the development of Society.

Recommended Books:

- 1: Dr.B.K.Sharma Library and Information Science (Hindi)
- 2: Suresh Sinha, Universe of Knowledge.

Introduction to Research Methodology

UNIT - I

Research: Meaning concept & process of research. Type of Research Fundamental & applied. Significance of Research. Historical research. Steps in Research. Identification, Selection and formulation of hypothesis – review of literature Bibliography as continuous process of research definition of concepts, Terms, Library as a tool of research.

UNIT - II

Sampling Technique: Sampling theory types of Sampling & non Sampling. Steps in sampling – sampling and non sampling error – sample size – advantages and disadvantages of sampling.

UNIT - III

Data – meaning. Collection methods observation interview, Questionnaire, Schedule, Prelist, Pilot, Study, experimental and case studies. Secondary Data – Meaning, Relevance, Limitations and Cautions. Data analysis, meaning & methods quantitative & qualitative analysis.

UNIT - IV

Structuring the Report: Chapter Format, pagination Identification, using quotations, Presenting footnotes abbreviation, Presenting of appendixes, Indexing Research Reports.

Books Recommended:

1. Goode, W.J. and Halt, PK – Method in social research
2. Krishnaswami OR – Methodology of research in Social sciences
3. Gupta, SB- Statistical methods
4. Garrett – Statics
5. Gopal, M.H. – An introduction to research
6. Simpson, J.L – Basic research methods in social sciences
7. Stevenc, R – Research methods in librarianship
8. RaviChander, Rao, IK – Quantitative methods for library science.
9. Young, P.V – Scientific social survey & research
10. Neelmeghan, A – Presentations of ideas in technical writings.

Advance Library Classification: Theory

UNIT: I

Basic Terminology and Historical Perspective its need, purpose, Knowledge classification and library classification.

UNIT:II

General theory of library classification including Normative principle, facet analysis, fundamental categories, common isolates, Devices, Phase Analysis, Notation.

UNIT: III

Study of selected Schemes of library classification: Dewey Decimal classification Comparative study of 19th, 20th, & 21st editions of Dewey Decimal classification. Colon Classification (CC). Current trends in library classification.

UNIT: IV

Canons of classification. Principal of helpful sequence. Class number, its structure and its quality. Postulation approach to classification with steps in systematic classification Book number, & Collection number.

UNIT: V

Mnemonics, Idea, Verbal, Notational plane ,Species of schemes of library classification.

Books Recommended:

1. Mill, J –Modern outline of library classification
2. Palmer, B & Wells –A.J –Fundamental of library classification.
3. Parkhi , R.S –Decimal classification & colon classification in perspective.
4. Ranganathan, S.R Prolegomna to library classification
5. Ranganathan, S.R-Elements of library classification
6. Ranganathan, S.R-colon classification .ed .6
7. Dewey ,Melvil – Dewey Decimal classification .ed 19
8. Sayers ,W.C.B –An introduction to classification .
9. Bliss ,H.E –Organization of knowledge in libraries
10. Bhargava,G.D – Granthalaya Vargikaran.
11. Srivastava, A.P-Theory of knowledge classification

Library Classification Practice

UNIT I

Dewey decimal classification (19th edition) Introduction, structure & organization Definition, notes & instruction. Introduction to Three Summaries, Steps in classifying documents, Relative Index & its use. Practical classification.

UNIT II

Study of Tables, Schedules, Auxiliary Tables Devices

UNIT III

Colon Classification (6th edition) Introduction, Structure .organization Schedules Techniques. Steps in classification. Practice classification.

UNIT IV

Classification practical of Humanities, Social sciences, Science Biology, Generalia, Lib. Sc., Applying postulates & principles for facet analysis & synthesis.

Books Recommended

1. Dewey Melvil –Dewey decimal classification & relative Index 19th edition.
2. Rangnathan, S.R – Colon classification 6th revised edition.
3. Universal Decimal classification (Abridged) edition)
4. Satija M.P Manual of practical classification ,
5. Sood , S.P Practical book of Decimal classification.

Paper-V: Information Storage and Retrieval System

M.M:70

Unit 1: Information Storage and Retrieval System

Information Storage & Retrieval (ISR) Systems: Concepts, components, objectives, Types and IR Tools.

ISR Systems: Operation, design, compatibility and evaluation.

Information Retrieval: IR models, Trends in IR models.

Unit – II Abstracting and Indexing

Abstract & Abstracting: Characteristics, Elements, Types, and Canons for abstracting. (Study of important abstracting services: Indian Science Abstracts (ISA) and Indian Library Science Abstracts (ILSA))

Index and Indexing: Type of Indexing and Indexing policies, Pre and Post Co-ordinate indexing; UNITERM, Key Word indexing (KWIC, KWOC, KWAC, KWWC), Chain indexing. (Indexing services in India).

Unit 3: Indexing is ISR

Indexing languages: concept, types and Characteristics.

Vocabulary control: Structure and construction of an IR Thesaurus.

Trends in automatic indexing.

Unit-4: ISRS and IT Applications

Information Storage techniques in electronic environment

Information Retrieval Techniques: Computerized techniques.

On Line and off line search techniques.

Meta data: Meta data harvesting tools, Dublin core standards.

Unit 5 : Search Strategies

Full text Search: Meaning, Concept, Techniques, Ranking, Google search, Command Language and multiple Database Searching. Boolean and Multi-Boolean Techniques, search strategies: (manual/machine), feedback and redefining.

UNIT – I

Academic Libraries : Introduction, types functions & characteristics, Other types of libraries.
Academic libraries: growth of higher education with special reference to India. Impact & implications of distance learning and correspondence course in higher education.

UNIT – II

User community and collection development: Needs and their assessment, User education, problems, models & methods, resources sharing & economic of academic libraries.

UNIT – III

Automation in academic libraries in India, Library networks, INFLIBNET, DELNET, CALIBNET, & their implications.

UNIT – IV

Organization & Management: Centralization and Decentralization, Manpower & staff formula, Standard for college and University Libraries, Maintenance and preservation of books – Reprography, Information services, Library building, Furniture & equipment/evaluation, college & university library finance.

UNIT – V

Information system & programmers at the International & National levels, planning of National system for India(IFLA,ILA,IASLIC,INSDOC,DESIDOC,UNESCO).

Books Recommended :

1. Krishana Kumar – Research library in developing countries.
2. White, CM – Survey of the Delhi University.
3. Chaturvedi, DD – Academic libraries.
4. University grant commission, Development of information & library network.
5. Taylor, R.S – Making of a library : The Academic library in transition.
6. Fussler, H.H Functions of the library in the modern college.
7. Broden, I.A – Undergraduate library.

Unit-1: Information Technology:

Basics, Components, computer technology,
Storage devices and communication technologies.

Communication Technology: Telecommunication technology:

Fundamentals, media, mode and components.

Unit-2: Library Automation:

Library Automation: Planning and implementation

In-house operations - acquisition, cataloguing, circulation, serials control and OPAC.

Library automation software packages: their study, Composition, evaluation.

Unit-3: INTERNET:

Basic features and Tools, Internet security

Internet based information services: E-Mail, Send Mail, POP3, SMTP , Internet threats, etc Protocols: FTP, HTTP, etc Web browsers: Internet explorer. Mozilla, Netscape Navigator, etc Web servers, search engines.

Social networking, Web 2.0, blogs, Wikies, RSS Feeds, etc.

Unit-4: Digital libraries

Digital libraries: Genesis, definition, objectives, scope of digital libraries: Software and hardware for digital libraries: Data capturing, Data Mining, Digital library initiatives in India and abroad.

Institutional Repositories: Role, Importance, Creation (Software, E-Print, Space, etc).

Unit-5: Network Technology:

Network types and topologies: LAN, MAN, WAN. Bus, Star, ring,

token Connectivity: Dialup, Leased lines, ISDN, Wireless, Broad Band

Network protocols, Network Security, Firewalls

UNIT – I

Using library software soul or any other library software. Creation and maintenance of bibliographic database of minimum 50 documents using library software.

UNIT – II

CD Search, study of minimum 5 CD's. Installing CD and searching 2 items of information.

UNIT – III

Web search, Searching Information two subjects using search strategy.

UNIT – IV

Web page designing.

Paper IX

MM: 100

Dissertation

Project Guided By Lecture

(70 Marks for project and 30 marks for viva)

Note: Topic will be given by teacher related with the papers of master of library science course.