K.K UNIVERSITY

(Established under Bihar Private University Act 2013)

Master of library and information science
(M. Lib. I. Sc.)

Syllabus
Academic Session: 2023-24

SCHOOL OF LIBRARY AND INFORMATION SCIENCE
K.K UNIVERSITY

(Established under Bihar Private University Act 2013)
BERAUTI, NEPURA, BIHAR SHARIF – 803115,BIHAR

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Master of Library and Information Science Programme:

The University has been offering an academic programme Master of Library and Information Science (M.Lib.I.Sc.) to meet the needs of the Library and Information Science profession since 2017. The MLIS program emphasizes the critical role that libraries and information Centers play in preserving cultural heritage, promoting intellectual freedom, and fostering lifelong learning. Students delve into topics such as information organization and retrieval, collection development and management, reference services, digital libraries, metadata standards, information technology, and information ethics.

Admission:

The eligibility requirements for admission to M.Lib.Isc course are:

Graduation with Bachelor's Degree in Library and/or Information Science (B.Lib.I.Sc.).

The duration of the course:

The duration of the course is one (1) Year two (2) Semesters.

Since these rules are subject to revision from time to time, the students are advised to refer to the current Prospectus of the University for Admission Details.

Program Outcomes:

The program Outcomes of a Master of Library and Information Science (M. Lib. I. Sc.) degree typically focus on developing the skills and knowledge necessary for professional librarianship and information management.

After successful completion of the programme, students will be able:

- To work at middle and top managerial positions in all types of libraries, viz. academic, public, or special.
- To proficient in identifying, accessing, evaluating, and effectively using information resources across various formats and platforms.
- To identify and learn the major issues in the development of new technology in the libraries.

- To organizing, classifying, and cataloging information resources using appropriate standards and techniques such as metadata, classification systems, and indexing.
- To designing and implementing effective search strategies to retrieve information efficiently and accurately from both physical and digital collections.
- To understand principles and practices related to collection development, including selection, acquisition, preservation, and dissemination of library materials to meet the needs of diverse users.
- To provide reference and information services to users, including assisting with research inquiries, reference interviews, and information literacy instruction.
- To possess a working knowledge of information technologies relevant to library and information science, including library management systems, digital libraries, databases, and web technologies.
- To create awareness on the emerging tools in digitization to impart the students a thorough understanding of patterns of knowledge development and its organization;
- To provide an understanding of research methods and activities of research organizations;
- To understand and uphold professional ethics and values related to intellectual freedom, privacy, confidentiality, and access to information.

Details of Course Credit Scheme and Scheme of Examination

SEMESTER - I

S.No	Paper Code	Paper Title	Credit Distribution				Duration	Internal Assessment Marks	Examination Marks	Total Marks
			L	T	P	Total Credit				
1	MLIS-101	Information, Communication and Society	4	1	0	4	4 Hours	30	70	100
2	MLIS-102	Planning and Management of Library & Information System	4	1	0	4	4 Hours	30	70	100
3	MLIS-103	Information Storage and Retrieval	4	1	0	4	4 Hours	30	70	100
4	MLIS-104	Advanced Knowledge Organization(Practical Paper)	0	0	4	4	8 Hours	30	70	100
		TOTAL				**16**		**120**	**280**	400

SEMESTER - II

S.No	Paper Code	Paper Title	Credit Distribution				Duration	Internal Assessment Marks	Examination Marks	Total Marks
			L	T	P	Total Credit				
1	MLIS-105	Universe of Knowledge and Research Method	4	1	0	4	4 Hours	30	70	100
2	MLIS-106	Information & Communication Technology(ICT):Application in LIS(Theory)	4	1	0	4	4 Hours	30	70	100
3	MLIS-107	Academic Library System	4	1	0	4	4 Hours	30	70	100
4	MLIS-108	Project Work/ Dissertation	0	0	4	4	8 Hours	30	70	100
		TOTAL				**16**		**120**	**280**	400

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SEMESTER - I

MLIS-101: Information, Communication and Society

IA: 30

Course Outcomes: **UE: 70**

After successful completion of the course, students will be able to:

- Understand the meaning and distinct characteristics as well as relationships in data, information and knowledge. ,

- Understand Information Generation and Communication,

- Explain the concept of communication, types, process, elements, models, etc.

- Understand the concept of an information society.

- Understand Function and Importance of Information Systems and Networks

Unit-1: Information: Nature, Property and Scope

- Data: Definition, Types, Nature, Properties and Scope

- Information: Definition, Types, Nature, Properties and Scope

- Knowledge: Definition, Generation and Utilization

Unit-2: Information Generation and Communication

- Generation of Information: Modes and Forms

- Communication Process and Media

Unit-3: Information and Society

- Social Implications of Information

- Information Policies: National Library and Information Policy of India

- Role of Information in Planning, Management and R & D

Unit-4: Study of Information Systems and Networks

- National Information Systems and Networks: NISCAIR, DESIDOC, SENDOC, ENVIS, INFLIBNET, NICNET, ERNET, etc.

- International Information Systems and Networks: AGRIS, INIS, MEDLARS, INSPEC, BIOSIS, ERIC, Patent Information System (PIS)

- Resource Sharing Networks; OCLC and DELNET

Recommended Readings:

1. Barua (B P). National Policy on Library and Information Systems and services for India.   Bombay: Popular Prakashan, 1992.

2. Dutt (Alistairs). Information Society Studies. New York: Rout-Ledge, 2000.

3. Feather (John). Information society Ed 2. London: Library Association, 2000.

4. Gupta (B.L) Knowledge Communication and Libraries. Jaipur: Print Well, 1987.

5. Kumar (PSG). Fundamentals of Information Science. Delhi: S. Chand, 1998.

MLIS-102: Planning and Management of Library & Information Systems

IA: 30

Course Outcomes: **UE: 70**

After successful completion of the course, students will be able to:

- Describe the terminology of management with its related terminology as applied to libraries and information centres;

- To understand different strategies of library management.

- Identify the fundamental components of management, planning, organizing, staffing, directing and control;

- To understand different types of library management system and its administration;

- Equip with the skills of managing resources, money, people and time, change and demonstrate management skill in libraries and information centers

Unit-1: Policy & Planning of Libraries in India

- Present status of Libraries in India.

- Role of UGC in the growth & development of Academic Libraries in India

- Committees & Commissions: Kothari Commission, Radhakrishnan Commission, MudaliarCommission, etc.

- Role of Libraries in Formal and Non-Formal Education System

Unit-2: Library Organization & Administration

- Library authority and its decentralization

- Manpower Development: Qualifications, recruitment, Job description, job analysis, staff manual.

- Library Finance: Sources, Budgeting, accounting and auditing.

- Collection Development: Print and Non-Print including Electronic documents.

- Library Building, furniture & equipment: Green Library Building, Information Commons, Makers Space, Security and Safety.

Unit 3: Types of Library Systems

- Academic Library System

- Public Library System

- Research and Development Library System

- Basics of other Library Systems such as Health, Engineering, Agriculture, etc

Unit-4: Trends in Library Management Systems

- Management Information System (MIS)

- Management by Objective (MBO)

- Change Management

- Disaster Management, Crisis Management

- Knowledge Management: Principles, Tools, Components & Architecture

Recommended Readings:

1. Brophy, (Peter). The Academic Library, London: LA, 2000

2. Khanna, (J.K). Manual for Administering Academic Libraries, New Delhi: Beacon Pub., 1997

3. Indian Library Association, National Information Policies and Programmes, Delhi: ILA, 1991

4. India Planning Commission. Modernization of Library Services and Informatics (working group)

5. Raman Nair, (R). Public Library Movement, New Delhi: Concept, 2000

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MLIS - 103: Information Storage and Retrieval

Course Outcomes:

After successful completion of the course, students will be able to:

- Understand the concept of Information processing system;

- Understand the process of information retrieval system;

- Understands different indexing system process and its use;

- Understand the search method and bibliographic control

- Understand the current issues in information storage and retrieval.

Unit-1: Information Storage and Retrieval Systems

- Concept and Components.

- Assigned and Derived Indexing.

- Assigned Subject Headings: Library of Congress Subject Headings, Sears List of Subject Headings and Medical Subject Headings.

- Principles of Subject Indexing.

Unit-2: Pre & Post-Coordinate Indexing Systems

- Chain Indexing, PRECIS, POPSI.

- Uniterm Indexing

- Key Word Indexing: KWIC, KWAC, KWOC.

- Citation Indexing.

- Automatic Indexing.

Unit-3: Vocabulary Control

- Need, Purpose, Functions and Problem.

- Types and Characteristics of Vocabulary Control and its Tools: Thesaurus,

- Structure and Construction of an IR Thesaurus (UNESCO Thesaurus).

- Trends in Vocabulary Control.

Unit-4: Information Retrieval Models and Evaluation

- Search Strategies: Manual/Machine.

- Feedback and Refining.

- Evaluation of Information Retrieval Systems: Precision and Recall.

- Information Retrieval Projects (SMART, MEDLARS).

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Recommended Readings:

1. Bates, Marcia J. Understanding Information Retrieval Systems: Management, Types, and Standards. Florida: CRC Press, 2011

2. Bates, Marcia J. Understanding Information Retrieval Systems: Management, Types, and Standards. Florida: CRC Press, 2012

3. Chowdhurry. G.G. Introduction to Modern Information Retrieval /3rd ed., New York: Neal-   Schuman Publishers, 2013

4. Foster, Allen, Rafferty, Pauline, & Pauline, Rafferty. Innovations in Information Retrieval: Perspectives for Theory and Practice. London: Facet Publishing, 2011

5. JermeDinet. Information Retrieval in Digital Environments (FOCUS). New York: Wiley, 2012

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MLIS -104: Advanced Knowledge Organization
Classification (Practice)

Course Outcomes:

After successful completion of the course, students will be able to:

- Classify library resources by using UDC.

- Knowledge of Universal Decimal classification scheme

- Classify e-resources/ non print document using UDC;

- Understand uses of auxiliary tables in UDC for compound and mix subject;

- Develop skills in subject analysis and synthesis of different facets **.**

Unit-1: Classification of Documents according to UDC (3rd Abridged Ed.)

   - Classification of Documents representing simple subjects.

   - Classification of Documents using Auxiliary tables.

Unit-2: Classification of Documents according to UDC (3rd Abridged Ed.)

   - Classification of documents representing compound subject.

   - Classification of documents representing complex subject.

Recommended Readings:

1. Mcllwaine (I C). The Universal Decimal Classification: a guide to its use. 2007. UDC Consortium, The Hague, Netherlands

2. UNIVERSAL DECIMAL CLASSIFICATION. (Lat. Ed.). British standards institution,London

3. Fosket (A C), Universal Decimal Classification, London: Clive Bingley, London, 1973

4. Malcolm Rigby, Automation and the UDC, 1948-1980, Federation International Documentation, 1981

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SEMESTER – II

MLIS -105: Universe of Knowledge and Research Methods

IA: 30

UE: 70

<u>**Course Outcomes:**</u>

After successful completion of the course, students will be able to:

- Understand Universe of Knowledge, Patterns of development of knowledge and modes of formation of subject.
- Familiarize with the process of research and different research methods.
- Understand the various kinds of research techniques along with tools involved in the conduct of such exploratory studies to justify and rationalize various aspects of the discipline are taught.
- Develop the skills for quantitative data analysis and consolidation.
- Write cohesive and succinct reports.

Unit - 1: Universe of Knowledge:

- Knowledge: Concept, Types and Characteristics of Public Knowledge,

Characteristics of Universe of Knowledge.

- Subjects having knowledge as their field of study.

- Patterns of Development of Knowledge: Authoritative, Speculative, Rationalistic and

Empirical pattern of thinking in Natural Sciences, Social Sciences and Humanities.

- Modes of formation of subjects: Lamination, Loose Assemblage, Fission, Dissection,

Denudation, Agglomeration and Cluster, Spiral of Scientific Methods.

Unit-2: Concept of Research

- Research: Definition, need, and Types of research (Qualitative and Quantitative).

- Research design

- Formulation of problem.

- Hypothesis formulation.

- Literature search: Print and Non-print and Electronic Sources.

Unit-3: Research Methods, Techniques and Tools

- Types of Research Methods: Scientific, Historical, Descriptive, Survey,

  Case Study, Delphi andExperimental.

- Research Techniques and Tools: Questionnaire, Schedule, Interview, Observation, Scales and Checklist, library records and reports.

- Sampling techniques.

Unit-4: Data Analysis and Interpretation

- Statistical Techniques: Descriptive statistics (Mean, Mode, Median).

- Measures of Dispersion: Mean deviation, Standard deviation.

- Presentation of Data: Tabular, graphic, bar diagram, pie-line graphics.

- Computerized data analysis: Use of SPSS and Spreadsheets, Bibexcel, R-Statistics.

Recommended Readings:

1. Bethlehem, Jelke&Biffignandi, Silvia. Handbook of Web Surveys. New York: Wiley Publications, 2014.

2. Singh (SP). Research methods in social sciences: a manual for designing questionnaires. New Delhi: Kanishka, 2002

3. Devarajan, G. Prolegomena to Research methodology. New Delhi: EssEss, 2011

4. Das, S. Research methodology: methods, tools & techniques. Jaipur: Yking books, 2012

5. Sharma, J. N. Research methodology: The discipline and its dimensions. New Delhi: Deep & Deep Publications, 2011

6. Berg, Bruce L., & Lune, Howard. Qualitative Research Methods for the Social Sciences.New York: Pearson Publication, 2011

7. Creswell. John W. Research Design: Qualitative, Quantitative, and Mixed Methods Approaches / 4th ed., New York: Sage Publication, 2014

8. Williamson, Kirsty&Johanson, Graeme. Research Methods: Information, Systems, and Contexts / 2nd ed., New York: Chandos Publishing, 2017

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MLIS - 106: Information and Communication Technology (ICT) Applications In Library & Information Science (Theory)

IA: 30

Course Outcomes:

UE: 70

After successful completion of the course, students will be able to:

• Understand working and functions of computer systems at an advanced level along with the required tools necessary for library automation and dealing with various multimedia data that are commonly used.

• Understand design, development and implementation of library management software.

• Comprehend design, development and implementation of Digital library software.

• The use of communication and networking technologies;

• The knowledge about database management, data ware housing, data mining and other artificial intelligence technologies

Unit-1: Web Technologies in Libraries

- Web 2.0: Concept, features, Tools and Services: Webcast, Web Conferencing, Blogs, Wikis, Online chat, Online forms and Discussion Groups

- Cloud Computing   : Concept, Benefits, Application in Libraries

- Web Directories, Subject Gateways, Library Portals, etc.

Unit-2: Integrated Library Automation and Networking Software

- Open Source Library Software and Applications

- Web based Library Management Software

- Library Software Securities Parameters

Unit-3: Digitization & Digital Libraries

- Digital Preservation: Need, Purpose, Planning and Issues

- Digital Libraries (DL) and Virtual Libraries: Concept, Objectives and Advantages

- Meta Data: Concept and Types

- Digital Libraries Software: Steps of building Digital Libraries using Greenstone Digital Library (GSDL), Dspace, Eprints

Unit-4: Emerging Technologies in Libraries

- Mobile based Library Services (WhatsApp, Quick Response (QR) codes, etc)

- Library Security Systems: RFID, Smartcard, Biometrics

- Expert Systems and Robotics in Libraries

- Content Management Systems: Drupal, Joomla, etc.

- Data Security, Network Security, Firewalls, Cryptographic Techniques, Anti-virus
  software, Anti-spyware, Intrusion Detection System

Recommended Readings:

1. Aldini, Alessandro.,&Bogliolo. Alessandro. User-Centric Networking: Future
Perspectives   Lecture Notes in Social Networks). New York: Springer, 2014

2. Brügger, Niels.,& Schroeder, Ralph. The Web as History: Using Web Archives to
Understand the Past and the Present. New York: UCL Press, 2017

3. Clark, Jason A., &Kroski, Ellyssa. Free Technology for Libraries. New York:
Rowman&Littlefield Publishers, 2015

4. Dvyas, S., & others. Excellence in Information Technology, Jaipur Raj publishing
house, 2000

5. Eden, Bradford Lee. (ed.). Cutting-Edge Research in Developing the Library of the
Future:New Paths for Building Future Services (Creating the 21st-Century Academic
Library). New York: Rowman& Littlefield Publishers, 2015

6. Elizabeth, Willse&Ellyssa, Kroski. Data Visualizations and Infographics (Library
Technology Essentials) /1st ed. New York: Rowman& Littlefield Publishers, 2015

7. Bavakutty, M. Libraries in higher education. New Delhi: EssEss, 1988.

8. Gelfand, M.A., University libraries for developing countries. Paris: UNESCO, 1968

9. Henry, M. & Morgan, S. Practical strategies for modern academic library. London:
    Aslib-IMI, 2002.

10. Jenkins, C., & Mary, M. *Collection development in academic libraries*. New Delhi:
    Shree, 1996

11. Srivastava, S. N., &Verma, S. C. *University libraries in India*. New Delhi: Vikas, 1980.

MLIS - 107: ACADEMIC LIBRARY SYSTEM

IA: 30

UE: 70

Course Outcomes:

After successful completion of the course, students will be able to:

- Understand different types of academic libraries
- Understand the role and importance of libraries in academic institutions
- Understand collection building in academic libraries
- Understand various services offered by academic libraries

Unit - 1: Academic Library

      - Nature and Characteristics

      - Role of Library in Academic Support System

      - Librarian and Teacher, Coordinated academic Team

      - Library as Learning Support

      - Library and Higher Education

Unit -2: Kinds of Academic Library

      -Academic Institutions and their Libraries

      - Users' Groups and their Needs

      - Library Services and Users' Support within and beyond the Library

      -Role of Library in different kinds of Academic Institutions

      - Integration of Classroom teaching and Library Support

Unit -3: Organization and Management of Library Services

      - Departmentalization and Coordination of Library Services

      - Library Committee and their Functions, Library Authority

      - Curriculum Development and Collection Development

      - Reference Services, Information Services and Referral Services

      - Users' Services

Unit -4: Collection Development

      - Collection Development: Policies and Procedures

      - Problems of Collection Development

      - Library Collection—Books, Serials, etc.

- Cooperative Collection Management

- Infra-structural Facilities, Library Planning, Library Building, Equipment, etc.

Recommended Readings:

1. Bavakutty, M. Libraries in higher education. New Delhi: EssEss, 1988.

2. Gelfand, M.A., University libraries for developing countries. Paris: UNESCO, 1968.

3. Henry, M. & Morgan, S. Practical strategies for modern academic library. London: Aslib-IMI, 2002.

4. Jenkins, C., & Mary, M. *Collection development in academic libraries*. New Delhi: Shree, 1996.

5. Srivastava, S. N., &Verma, S. C. *University libraries in India*. New Delhi: Vikas, 1980.

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MLIS-108: PROJECT REPORT/ DISSERTATION

IA: 30

Course Outcomes:

UE: 70

After successful completion of the course, students will be able to:

- Understand the overall process of designing a research study from its beginning to its report.

- Able to be recognize a research problem.

- Conversant with conducting a literature review.

- Understand the method and process to conduct a statistical test.

- Understand the criteria that can be used to select an appropriate statistical test to answer a research question or hypothesis

Dissertation Work shall be start in the beginning of the second semester for which each student will be allotted a topic for writing the Dissertation. The Dissertation will be submitted at the end of second semester on the date to be decided by the Department.

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