



Department : **Library and Information Science**

Program Name : **M. Lib. I. Sc.**

Academic Year : **2018-19**

**List of Revised Courses**

Sr. No.	Course Code	Name of the Course
01.	C1	Information and Communication
02.	C2	Information Technology and Application (Theory)
03.	DSE 1	Higher Education Information System: Library Prospective
04.	DSE 2	Agricultural Information System
05.	DSE 3	Legal Information System
06.	DSE 4	Industrial Information System
07.	C9	Information Technology Application (Practice)
08.	AECC 1	Media and Information Literacy
09.	GE 1	Digital Libraries: Fundamentals
10.	GE 2	Information Source, System and Programs
11.	GE 3	Open Access for Research

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**विभागाध्यक्ष**

**HEAD**

**पुस्तकालय एवं सूचना विज्ञान विभाग**

**Deptt. of Library & Info. Science**

**गुरु घासीदास विश्वविद्यालय,**

**Guru Ghasidas Vishwavidyalaya,**

**बिलासपुर (छ.ग.)**

**Bilaspur (C.G.)**

**Minutes of Meetings (MoM) of Board of Studies (BoS)**



**Academic Year : 2018-19**

**School : School of Studies of Arts**

**Department : Library and Information Science**

**Date and Time : August 03, 2018, 11: 30 AM**

**Venue : UTD Wing B, Room No. 68**

The scheduled meeting of member of Board of Studies (BoS) of Department of Library and Information Science, School of Studies of Arts, Guru Ghasidas Vishwavidyalaya, Bilaspur was held to design and discuss the B.Lib.I.Sc. and M.Lib.I.Sc. scheme and syllabi.

The following members were present in the meeting:

1. Dr. Brajesh Tiwari (HOD, Associate Prof., Dept. of Lib. & Info. Science.-cum Chairman, BOS)
2. Prof. Jaydeep Sharma, IGNOU, New Delhi was unable to attend due to unavoidable circumstances.

Following points were discussed during the meeting

1. Revision of B.Lib. I.Sc. Syllabus for the session 2018-19 onwards;
2. Revision of M.Lib. I.Sc. Syllabus for the session 2018-19 onwards;

The committee discussed and approved the scheme and syllabi. The revised courses are as follows:

**B.lib.I.Sc.**

- C2 Knowledge Organization- Classification (Theory)
- C3 Knowledge Organization- Classification (Theory)
- C8 Library and Users

**M.Lib.I.Sc.**

- C1 Information and Communication
- C2 Information Technology and Application (Theory)
- C9 Information Technology Application (Practice)

The new courses introduced are as follows:

**B.Lib.I.Sc.**

- DSE 1 School Librarianship
- DSE 2 Public Librarianship
- DSE 3 Special Librarianship
- AECC 1 Communication Skills
- GE 1 Statistics for Librarianship
- GE 2 Open Access and Life -long Learning
- GE 3 Collection Development

**M.Lib.I.Sc.**

- DSE 1 Higher Education Information System: Library Prospective



DSE 2	Agricultural Information System
DSE 3	Legal Information System
DSE 4	Industrial Information System
AECC 1	Media and Information Literacy
GE 1	Digital Libraries: Fundamentals
GE 2	Information Source, System and Programs
GE 3	Open Access for Research

- ❖ CBCS system was already adopted in the above courses from session 2015-16
- ❖ Prof. Jaydeep Sharma, IGNOU, New Delhi who could not attend the meeting however send his consent about the newly prepared syllabus.
- ❖ Advices from the faculty members present as well as ex faculties were also consider the CBCS/ECS courses adequately endorse in the design and development of syllabus.

वसन्ति बिजारी

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Signature & Seal of HoD



**GURUGHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)**  
(A Central University)  
**MASTER OF LIBRARY AND INFORMATION SCIENCE**  
**1YEAR (2- SEMESTER COURSE) CBCS Based Course**  
**Scheme of Examination**  
**w.e.f. Session: 2018-2019 Onwards**

First Semester					
Course s	Title	Credits	MARKS DISTRIBUTION		
			Continues Evolution	Semester End Examination	Total Marks
<b>Core Courses</b>					
C1	Information and Communication	04	70	30	100
C2	Information Technology: Application(Theory)	04	70	30	100
C3	Information Retrieval (theory)	04	70	30	100
C4	Information Retrieval ( practice)	04	70	30	100
C5	Preservation and Conservation of Library Material	04	70	30	100
<b>Discipline Specific Elective(DSE)*</b>					
DSE1	Library and Information Systems Higher education information system: library prospective				
DSE2	Agricultural Information System	04	70	30	100
DSE3	Legal Information System				
DSE4	Industrial Information System				
<b>TOTAL</b>		<b>24</b>	<b>280</b>	<b>180</b>	<b>600</b>
<b>Second Semester</b>					
<b>Core Courses (CC)</b>					
C6	Research Methods and Statistical Techniques	04	70	30	100
C7	Management of Libraries and Information Centers/ institutions	04	70	30	100
C8	Information Analysis, Repackaging and Consolidation	04	70	30	100
C9	Information Technology: Application(Practice)	04	70	30	100
<b>Ability Enhancement Compulsory Course(AECC)</b>					
AECC1	Media and Information Literacy	02	70	20	50
<b>Skill Enhancement Course(SEC)</b>					
SEC1	Technical Writing and Content Development	02	30	20	50
<b>Generic Elective(GE)*</b>					
GE1	Digital Libraries : Fundamentals	04	70	30	100
GE2	Information Source, System and Programs				
GE3	Open Access for Research				
<b>TOTAL</b>		<b>24</b>	<b>340</b>	<b>190</b>	<b>600</b>

Note: \* Student may opt any one Course or current/upcoming course available at SWAYAM/MOOC or Generic electives offered by any other department of this university, notified by the department.

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1.1.2

**Core Course - C1**  
**Information and Communication**  
**TM 100(Theory70+InternalAssessment30) (Credit-04)**

**Objectives:**

- This unit will introduce the notions of information and knowledge societies and examine in some detail their basic traits and characteristics.
- The principal differences between knowledge societies and pre- knowledge societies are explained and the major issues that need to be addressed in becoming a knowledge society

**Course Outcomes :**

After studying this paper, students shall be able to:

- An understanding of the differences among the notions of Data, Information and Knowledge.
- An understanding of different Acts and Laws related to information society
- The conceptual difference between information society and knowledge society .

**Unit- 1 Data, Information and Knowledge**

- Information: characteristics, nature, value and use of information
- Conceptual difference between Data, Information and Knowledge
- Representation of Information: Sign, Signal, and Symbol
- Communication process, channels modes and barriers

**Unit- 2 Information Science**

- Information Science as Discipline: Definition, Scope, objectives and its relationship with other subjects
- Information Generation: Modes and Forms
- Information Communication: Theories & Models

**Unit- 3 Library and Information Society**

- Information Society: Genesis, characteristics and Implications
- Social implication of information
- Information Policies : National and International
- Concepts of Freedom, Censorship, Fair Use. Creative Commons

**Unit-4 Economics of information**

- Information as an Economic Resource
- E- Commerce and E-Governance
- Information Industry: Primary, Secondary etc.
- Marketing of Information.

**Unit- 5 Knowledge and Society**

- Knowledge Management: Concept, Scope and Tools
- Knowledge Society
- Knowledge Professions
- Information Society Vs Knowledge Society

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### Core Course - C2

#### Information Technology: Application (Theory) TM 100(Theory 70+Internal Assessment30) (Credit-04)

#### Objectives:

- To introduce the students to the basics of IT and related issues
- To be familiar with applications of computers and information Technology in libraries.

#### Course Outcomes :

After studying this paper, students shall be able to:

- Knowledge of automation software's and its application in the library
- Knowledge about a basic features of internet and its various tools.
- Knowledge of designing of webpage and content management.

#### Unit-1 Library Automation

- Library Automation: Definition, Need, Purpose and Advantages
- Planning, Design and Implementation of Library, Automation in Housekeeping Operation of Library.
- Evaluation of Library Automation Software

#### Unit- 2 Internet Basics Features and Tools

- Internet: Definition, application and Tools
- Internet Connectivity: Dialup, Leased Line, ISDN, Digital Subscriber Line (DSL) E-mail and Send mail, POP3
- Internet Protocol: TCP/IP, FTP, HTTP, SMTP, Z39.50, and Z39.85
- OSI Network Model and TCP/IP Reference Model

#### Unit-3 Web Page Designing &Content Management

- Hypertext and Hyperlink, Hypermedia
- Basic Code of HTML5, PHP
- Web Based Content Development
- Content Development: Norms and Guidelines,
- Content Development software: JOOMALA /Word Press etc

#### Unit- 4 Open Access to Scholarly Communication

- Scholarly Communication: Concept and Meaning
- Open Access: Overview, Definitions. Open access publishing (full, hybrids, library as publisher, OA policies)
- People, Organizations ( PLOS, SPRAC ,Budapest Open Access Initiative), and resources of Open Access
- Open Source Software :Identification ,Types and Use,

#### Unit- 5 Digital Libraries

- Genesis ,Definition, Objectives ,Scope of Digital Libraries
- Study of digital Library Software: Greenstone, D-Space
- File Forma t:Text, Audio, Video and Image
- Software and Hardware for Digital libraries: OCR, Image editing software,
- Input Capture Devices: Scanners, Digital Movie Cameras



### Discipline Specific Elective - DSE1

Higher education information system: library prospective  
TM 100(Theory 70+InternalAssessment30) (Credit 4)

#### Objectives:

- To encourage life-long learning among students to make them more knowledgeable in higher education system;
- To understand the concept, importance, functions, services of higher education
- To know the background of development of higher education in India.

#### Course Outcomes :

After studying this paper, students shall be able to:

- Define the basic objectives of higher education in India
- Explain the services and extension activities of higher education
- Understanding the historical development of higher education in India;

#### Unit- 1 Higher Education: Retrospective and prospective

- Concept and aims of higher education ;
- History and development of higher education system;
- Indian higher education : legacy;
- Higher education and society;

#### Unit- 2 Indian higher education system policy and plans

- The constitutional provisions regarding Indian higher education system;
- The evolving policy perspective in higher education;
- Various committee and commission for development of higher education.

#### Unit- 3 User education and their needs

- User education : concept, definition and characteristics;
- Various types of users and their information needs;
- Concept of information seeking behavior;
- User Study: concept, definition and characteristics.

#### Unit- 4 Planning and management of higher education

- Structure and organization of higher education in India ;
- Curriculum planning for higher education ;
- Universities and its structure

#### Unit- 5 Resource Sharing Programmes

- Resource Sharing Services- its Objectives, Organization and Development;
- INFLIBNET and its Implications to Library Resource Sharing;
- Regional and city network of libraries and their importance.



**Discipline Specific Elective - DSE2**

**Agricultural Information System  
TM 100(Theory 70+InternalAssessment30) (Credit 4)**

**Objectives:** To know how the information system runs in an agricultural institutional environment.

**Course Outcomes :** After studying this paper, students shall be able to:  
Get to know the structure of agriculture Education and Agriculture Libraries, Information Source and Services in Agriculture, Agriculture Information System and Networks

**Unit- 1Agriculture Education and Agriculture Libraries**

- Growth and development of Agriculture education and research in India
- Role of Library in Agricultural education, research and Extension
- Development of Agriculture Library in India

**Unit- 2 Information Source and Services in Agriculture**

- Specialized Collection and Information Sources
- Information Service and products in Agricultural Science and Technology with Special reference to India
- Agriculture Information Centers-National and International

**Unit-3Organization and Management of Resources**

- General Principle of Information Management
- Information Organization, Processing and Dissemination
- Developing need based and on Demand Specialized Services

**Unit- 4 Information Needs**

- Identifying special need of Agricultural faculty& research Staff
- User Studies of Local Agriculture Libraries

**Unit- 5 Agriculture Information System and Networks**

- Current Trends in agricultural System and Networks
- Resource Sharing and Networking in Agricultural Libraries in India
- International Agricultural Database
- Professional Associations.





**Discipline Specific Elective - DSE3**

Legal Information System  
TM 100(Theory 70+InternalAssessment30) (Credit 4)

**Objectives:**

To know how the information system runs in Legal Information System

**Course Outcomes :**

After studying this paper, students shall be able to:

Get to know the structure of Law librarianship, Information Source collections,  
Legal Information System & Networks.

**Unit- 1 Law Librarianship**

- Growth and Development of legal Institutional in India
- Nature Principle and Characteristics of legal Information and Law Libraries
- Type of Law Library

**Unit- 2 Information Source Collections**

- Special Information Sources: Bills, Acts, Books, Serials, Law Court notice, Law case amendments
- Tribunal Report, Law Digests, Legal Judgment, Delegation Legislation
- Rules and orders, Legal information Sources and Lexicons

**Unit- 3 Organizations and Management of Resources**

- Information Processing: Classification, Cataloguing and Indexing
- Developing special skills and Techniques to handle legal information (personnel)
- Managing finance: Funds & Fund Generation

**Unit- 4 Information need and services**

- Special needs of lawyers and legal Professionals
- Study of Law Information Centers (Local)
- Special Services, Planning and design
- Preparation of reports on Law Libraries (Local)
- Dissemination methods and techniques

**Unit- 5 Legal Information System & Networks**

- Legal information System: National and International
- Structure and their services
- Legal Database and Digital Libraries
- Resource and Networks of Legal Information



### Discipline Specific Elective - DSE4

#### Industrial Information System

TM 100(Theory 70+InternalAssessment30) (Credit 2)

#### Objectives:

To know how the information system runs in Industrial Information System.

#### Course Outcomes :

After studying this paper, students shall be able to:

Get to know the structure of Industrial Information Resource Collections, Organizations and Management of Industrial Information, Industrial Information System and Network.

#### Unit- 1 Growth and Development of Industries & Industrialization Libraries

- Industrial Growth in India
- Type of Industries: Government and Non-Government.
- Role of Libraries and Information Center in Industries
- Categories of Industrial Libraries

#### Unit- 2 Industrial Information Resource Collections

- Tread Literature
- Patents
- Standards
- Technical Reports Bulletins

#### Unit- 3 Organizations and Management of Industrial Information

- Special Classification Scheme and Indexing System
- Planning and Designing Specialized information services and Products
- System approach to Planning and Design and Implementation
- Managing personal Skills and Finance

#### Unit- 4 Information needs and Services of Industrial Libraries

- Special Classification Schemes and Indexing System
- Case Studies and field Experience of local Industries
- Preparation of Report of an Industrial Library Survey (Local)
- Marketing of Information
- Computerized Information Service

#### Unit- 5 Industrial Information System and Network

- Industrial Information Centers and Networks National and International (SENDOC)
- Structure and their services
- Industrial Databases
- Resource Sharing and Networking of Industrial Information Centers in India



### Core Course - C9

#### Information Technology: Application (Practice)

TM 100(Practice 70+InternalAssessment30) (Credit 4)

#### Objectives:

- To give practical training in the use of library automation software
- To familiarize students with open source library software
- To familiarize the students with various operating systems
- To familiarize the students about information technology and its application to Library and- Information work
- To give basic knowledge about the software aspects and library automation packages

#### Course Outcomes :

After studying this paper, students shall be able to:

- Able to understand and work on experience with IT products and services
- Have the knowledge of working with computer hardware, software
- Be trained to work with library automation and management tool
- Overall knowledge of library automation and the parts of its operations using different types of software

#### Unit-1 Library Automation Software: CDS/ISIS and/or WINSIS

- Software Installation/Uninstallation
- Creation of Worksheet, Data entry Fields, FST, FDT
- Searching Through WINSIS or CDS/ISIS
- Display of Search Results

#### Unit-2 Integrated Library Management Software

- Integrated Library Software packages: SOUL, New Gen Lib.
- Modules such as Acquisitions, Cataloguing, Circulation, Serial Control, Administration and OPAC
- Installation of ILMS Software

#### Unit-3 Digital Library Software

- Overview of Digital Library Software: D-Space, Greenstone, e-print
- Creation of Digital Repository through D-Space and/or Greenstone

#### Unit- 4 Web Designing

- Syntax of HTML Document, Create a new page
- formatting of Document: Format text (font size, color, etc.), Creating internal and external links,
- Creating list using bullets or numbers
- Creating Tables and organizing information
- Background color and images
- Introduction to FrontPage and publisher for web publishing
- Creation of a website

#### Unit5: Content Management Software

- Function and use of any Content Management Softwar



**Ability Enhancement Compulsory Course -AECC1**  
Media and Information Literacy

TM 50(Theory 30+InternalAssessment20) (Credit 2)

**Objectives:** Understanding of media and information literacy for providing better library services.

**Course Outcomes :**

After studying this paper, students shall be able to:

- define media literacy;
- describe the process of media literacy;
- outline the core concepts of media literacy;
- evaluate the credibility of information;
- explain the power of visual images; and
- critically analyse media messages

**Unit-1 Media and Information Literacy**

- Media and Information literacy (MIL) definition, need and purpose,
- Role of MIL in the Society
- Theories and models of MIL
- MIL policies and strategies

**Unit-2 Information Literacy**

- Information Literacy Standards: Foundations & Implications
- Information Literacy Guideline :UNESCO, IFLA and ALA
- Data Literacy: Definition, importance and scope
- Digital Literacy: emerging web service

**Unit-3 Ethics and Laws**

- Media and information ethics: cyber laws and ethics
- Social Media Platforms and Tools
- Media Ethics



### Generic Elective - GE1

#### Digital Library: Fundamentals

TM 100(Theory70+InternalAssessment30) (Credit 4)

#### Objectives:

To understand the Structure and Functions of Digital Library.

#### Course Outcomes :

After studying this paper, students shall be able to:

- To know the technicalities of Digital Libraries
- Get to know the process to make of a library how become the digital library

#### Unit-1 Digital Libraries

- Digital Libraries : Concept and definition ;
- Historical development of Digital Libraries ;
- Digital Libraries Planning and Implementation;
- Digital Library Services.

#### Unit- 2 Digitization Process

- Software, hardware and best practices;
- Scanners and scanner types;
- OCR and OCR software.
- Major Component of Digital Library.

#### Unit-3 ICT Application for DLs

- Open source software;
- Dspace, GSDL : Features and comparative study of Dspace, Eprints and Fedora;
- Open Standards and File formats, harvesting metadata.
- Open Access and Digital Library

#### Unit- 4 Digital Library Architecture

- Grid architecture. Open URL integration.
- Digital Preservation : Persistent identifiers : DOI and CNRI Handles;
- Multilingual digital repositories and Cross-language information retrieval

#### Unit-5 Digital Library Management

- Collection development in Digital Library;
- Knowledge management and digital library
- Digital right management
- IPR and digital library
- DRM Digital right management



### Generic Elective –GE2

#### Information Sources, Systems and Programmes

TM 100(Theory70+InternalAssessment30) (Credit 4)

#### Objectives:

Get to know about the importance and form of information source and to know difference types of information systems and program.

#### Course Outcomes :

After studying this paper, students shall be able to:

- Know that information sources can be categorized by type, content and media
- Get an idea about the contents of various categories of information sources
- Gather adequate knowledge about non-print media, their types and uses in libraries and information centers

#### Unit- 1 Information Sources

- Physical medium of information
- Print Media, Multimedia (Hypermedia) and Hypertext
- Non- Print Media: Microform, Electronic and Optical Media

#### Unit- 2 Information Sources for Users

- Content Analysis and its Correlation to Clientele
- Customized Organization of Information Sources
- Citation Analysis of Information Sources and their Use
- Aid to information

#### Unit- 3 Information Sources, Systems and Programmes

- Humanities
- Social Science
- Science and Technology
- Non Disciplinary Studies

#### Unit- 4 Information Experts as Resource Persons

- Library and Information Personnel
- Science and Technology Information Intermediaries
- Database Designers and Managers
- Media Personnel as Sources of Information

#### Unit- 5 Users and their Needs

- Information Needs of Users
- Categories and Nature of different Information users
- Information Seeking Pattern
- User Studies/User Education: Concept, Types and Methods
- Information Literacy Skills: An Introduction



**Generic Elective -GE3**

**Open Access for Research**

TM 100(Theory70+InternalAssessment30) (Credit 4)

**Objectives:** Get to know about the importance and form of research and to know how to open access for research.

**Course Outcomes :** After studying this paper, students shall be able to:

- Know that information sources can be access from various sources for research.
- Gather adequate knowledge about Scholarly communication and other activities

**Unit- 1 Scholarly Communication**

- Introduction to Scholarly communication;
- Communicating with peer review journals;
- Electronic journals and database;
- Serials Crisis.

**Unit- 2 Concepts of openness and open access**

- Introduction to open access;
- Routes to open access;
- Network and organization promoting open access;
- Open access mandate and policies.

**Unit- 3 Intellectual property right**

- Understanding intellectual property;
- Copyright;
- Alternative to a strict copyright regime.

**Unit- 4 Research evaluation metrics**

- Introduction to research evaluation metrics;
- Evaluation in measuring science and scholarship;
- Article and Author Level Measurements;
- Online Citation and Reference Management.

**Unit- 5 Sharing your work in open access**

- The Publishing process
- Share research results in open access