

Academic Year: 2023-2024
Master of Library & Information
Science



Syllabus & Scheme
Semester– I & II

School of Library Science





GYANVEER UNIVERSITY, SAGAR (M.P.)

Scheme of Examination M.Lib II Semester (Major/Minor)

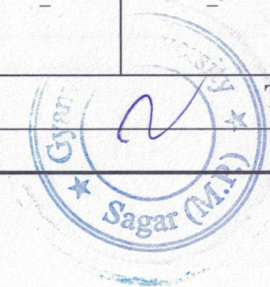
School of Library Science (Academic Session 2023-24)

Subject wise distribution of marks and corresponding credits

S. No.	Subject Name	Subject Code	Paper Name	Maximum Marks Allotted										Total Marks	Contact Periods Per week			Total Credits
				End Term Exam	Theory Slot			Practical Slot					L		T	P		
					Internal Assesment Class test (Descriptive & Objective)/Assignment/Seminar			Internal Assesment			External Assesment							
					FINAL EXAM	Internal Assesment I	Internal Assesment II	Internal Assesment III	Class test/ Interaction	Attendance	Practical/ Presentation	Viva Voce					Lab Work	
1	Library & Information Science	MLIB221T	Digital library system	60	20	20	20	-	-	-	-	-	100	5	1	0	6	
2		MLIB222T	Managerial skill for library and information science professional	60	20	20	20	-	-	-	-	-	100	5	1	0	6	
3		MLIB223T	Knowledge organization and information processing: advanced practice in library classification (KOIP/APC)	60	20	20	20	-	-	-	-	-	100	5	1	0	6	
4		MLIB224T	Knowledge organisation and information processing: advanced cataloguing practice (KOIP/ACP)	60	20	20	20	-	-	-	-	-	100	5	1	0	6	
5		MLIB225P	Project work/ Dissertation	60	20	20	20	-	-	-	-	-	100	5	1	0	6	

Total Credits: 6+6+6+6+6 = 30

Note Allotment of Marks for Internal Assesment for theory portion is Best of Two / either of two and addition of them.



M. Lib & I.Sc. Semester- II
MLIB221T - DIGITAL LIBRARY SYSTEM

Objectives:

- Grasp understanding of digital library its design and organization
- Assess the national and international digital library initiatives.
- Acquaint themselves with digitization, its process, devices and software

Course Content:

- (Lecture -12)**
- Unit – I: Digital Library: Introduction**
Definition, objectives, scope, characteristics
Merits and demerits
Genesis of Digital Library
- (Lecture -12)**
- Unit – II: Digital Library Initiatives**
National Initiatives: Vidyanidhi, DLI, TKDL, NDL, SWAYAM,
SWAYAM PRABHA, LIS- Project Gutenberg
International Initiatives-California Digital Library, Alexandria Digital
Library, Digital Library Software : Meaning, concept and needs, types
- (Lecture -12)**
- Unit – III: Design and Organization of Digital Library**
Components of Digital Library
Digital Library Architecture,
Protocols, standards and User Interfaces
- (Lecture -12)**
- Unit – IV: Digitization**
Digitization- Planning, Selection of Materials,
Digitization-devices (scanners, cameras)software
Digitization process and issues
Digital Library Software
Soul & Koha Software
- (Lecture -12)**
- Unit – V: Digital Preservation**
Digital Preservation and Conservation: Definition and difference
Digital preservation techniques
Problems and Prospects of digital preservation



**Learning
Outcomes:**

Upon Successful completion of the course the student:

- Will have knowledge of digital library its design and organization
- Will have assessed the national and international digital library initiatives.
- Will be able to have knowledge Acquaint themselves with digitization, its process, devices and software.

Recommend

ed Books:

- Andrew Cox (2010), Introduction to Digital Library Management, London, Facet Publishing
- David Nicholas and Ian Rowlands (2010) Digital Consumers Reshaping the information professions, London, Facet Publishing
- ICADL (2001) Tutorials on Digital Libraries, Bangalore.

Web Link : <https://egyankosh.ac.in>



M. LIB & I.Sc. Semester– II

MLIB222T - Managerial skill for library and information science professional

Objectives:

- Understand the concept of library Management
- Understand the application of management theories in library & information area.
- Come to Know about various information literacy programs

Course Content:

- (Lecture - 12)
- Unit – I: Fundamental of Information Literacy**
Concept, Need and Objectives
Areas of information Literacy
Standards and Models in information Literacy
Role of Institution in information Literacy
- (Lecture - 12)
- Unit – II: Information Literacy Programmes**
Scope of Information Literacy Programmes
National Programmes in Information Literacy
International Programmes in Information Literacy
- (Lecture - 12)
- Unit – III: Resources Management**
Collection Development – Concept, Principles, policies
Acquisition of books, periodicals and serials, non - book materials
Technical processing of documents- books, periodicals and serial, non - books materials
- (Lecture - 12)
- Unit – IV: Personality Development & Communication Skills**
personality development-Meaning & its concept, understanding self-know yourself
communication skill-Effective speaking, element of effective speaking
Types of speaking-briefing, teaching, lectures, speeches and others
writing skills-principles, techniques, skills and tools for effective writing



(Lecture - 12)

Unit – V: Leadership Skills & Initiatives in LIS

Leadership and team work, collaboration in libraries meetings-different types of meetings including video conferencing, conference calls, conducting a meeting preparing for organizing events-workshops, seminars, conference etc.

Learning Outcomes: Upon Successful completion of the course the student:

- Will be able to understand the concept of library Management
- Will be able to understand the application of management theories in library and information area.
- Will have to knowledge about various information literacy programs.

Recommended Books: Literacy Skill Development for Library Science (Advances in Library and Information Science) by S. Thanuskodi

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M. Lib & I.Sc. Semester– II

MLIB223T - Knowledge organization and information processing: advanced practice in library classification (KOIP/APC)

Objectives:

- Gain practical usage of devices and phase relation in UDC
- Classify and construct the class no. of simple and complex titles using a UDC scheme of classification.

Course Content:

- Unit – I:** Structure and Organization of Subjects and isolates in the schemes of UDC (Lecture-12)
- Unit – II:** Common Auxiliaries in UDC (Lecture-12)
- Unit – III:** Special Auxiliaries in UDC
Phase Relation in UDC Classification (Lecture-12)
- Unit – IV:** All types of document titles (Subject) representation in Class Numbers (Lecture-12)
- Unit – V:** Classification of Simple, Compound and Complex titles and all types of subject titles by UDC (latest Edition)- Candidates will be required to Classify titles in all (Lecture-12)

Learning Outcomes: Upon Successful completion of the course the student:

- Will be able to understand practical usage of devices and phase relation in UDC
- Will be able to understand Classify and construct the class no. of simple and complex titles using a UDC scheme of classification

Recommended Books:

- A Manual for Classification Practical & Information Resources
By Dr. K.P. Singh
- UDC Theory & Practice A.A. N. Raju

Web Link : <https://egyankosh.ac.in>

<https://egyankosh.ac.in/bitstream/123456789/33086/>



M. Lib & I.Sc. Semester- II

MLIB224T - Knowledge organization and information processing: advanced cataloguing practice (KOIP/ACP)

Objectives:

- Understand the practical aspects of cataloguing
- Prepare the complex entries of non-book materials

Course Content

Unit – I:	Manuscripts (Single and Collection)	(Lecture-12)
Unit – II:	Music Sound recording	(Lecture-12)
Unit – III:	Motion picture & video recording	(Lecture-12)
Unit – IV:	Cartographic materials (Map, Atlas and Globes)	(Lecture-12)
Unit – V:	Electronic Resources Three – Dimensional Artifacts and Realia	(Lecture-12)

Learning

Outcomes:

Upon Successful completion of the course the student:

- Will be able to understand the practical aspects of cataloguing.
- Will be able to understand preparing the complex entries of non-books materials

Recommended Books:

- <https://www.amazon.in/Practical-Cataloguing-AACR-C-Lai/dp/817000490X>
- **Fundamentals of Practical Cataloguing - 1st Edition - Margaret S. Taylor**
<https://www.routledge.com/Fundamentals-of-Practical-Cataloguing/Taylor/p/book/9781032133591>
- **Advance cataloguing by N. Goutam & Niranjan Singh**

Web Link : <https://egyankosh.ac.in>

<https://www.egyankosh.ac.in/bitstream/123456789/35746/5/>



M. Lib & I.Sc. Semester– II

MLIB225P - PROJECT WORK/DISSERTATION

- Project Work On library Software Soul & Koha

Note : The students self-prepare project file on soul/Koha Software under the supervision of faculty & submit the project file at the end of Semester before the schedule examination

Web Link : <https://egyankosh.ac.in>

