The curriculum of Master of Library and Information Science (M.Lib.I.Sc)

PERIYAR UNIVERSITY

SALEM 636 011

M.Lib.I.Sc DEGREE

Library and Information Science

REGULATIONS AND SYLLABUS

(Effective from the Academic year 2022-2023 and thereafter)

M.Lib.I.Sc Syllabus under CBCS Pattern effect from 2022 - 2023 Onwards
Periyar University, Salem

Faculty Members

Dr. C. Murugan	**Professor and Head**
Dr. N. Radhakrishnan	**Professor**
Dr. E.S. Kavitha	**Assistant Professor**
Dr. P. Gomathi	**Assistant Professor**
Dr. M. Jayaprakash	**Assistant Professor**
Dr. M. Palaniappan	**Assistant Professor**

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M.Lib.I.Sc DEGREE

OBE REGULATIONS AND SYLLABUS

(With effect from the academic year 2022 - 2023 onwards)

1. Preamble

The Master of Library and Information Science is a program designed to meet the challenges of our profession. The program introduces students to the roles and functions of libraries. They gain knowledge about key policy issues and technological trends, as well as how these issues and trends affect libraries and information centers. In addition to managing and evaluating collections, students learn to respond to the information needs of patrons and use technology to improve access to information. Graduates of this program are prepared to work in public, school, academic, and special libraries in administration, public services, technical services, and collection development.

2. General Graduate Attributes

LIS in Society: Students understand both the importance of information in modern society and the roles played by libraries, information organizations, information systems, services, and technologies in building and sustaining communities.

Knowledge Areas: Students applying the technical knowledge needed to do the job, including competence in library and information management.

Critical thinking skill: Students use this skill to evaluate information resources, technology, services, and challenges in library administration.

Research: Students learned about the nature of the scientific inquiry, the conduct of research, methods of collecting, managing, and analyzing data, and the relationship between methods and evidence.

Problem Solving: students use a variety of problem-solving tools and approaches at the end of the course to solve the problem.

Technical Skill: Students can apply appropriate strategies, tools, and technologies to represent, organize, manage, preserve, and disseminate data and information.

Collaboration: To enable students' collaboration with other institutes/friends/department faculty for knowledge, resource sharing, and research

Communication: Career development skills, including written and oral communication, will also be crucial for work, function, and contribution as a member of a team. End of the course, students will have these skills.

Self-directed learning: Students will engage in lifelong learning, making effective use of the range of information resources for research and popular writings and professional organizations that support information work.

Career skills: students with a wide range of technical skills must be needed throughout a professional career.

Diversity: This included equal opportunity, and diversity means that all visitors should be equitable in the library.

Ethical Practice: Graduates practice for fulfilling careers characterized by ethical practice and professional values through the curriculum.

Sustainability: LIS degree programs with a global effort to change attitudes toward and behaviors involved in managing the world's resources. Our syllabus meets the needs of present and future generations to meet their needs.

Social Responsibility: Students understand library and information professionals' roles in promoting and advocating for social responsibility on a contemporary issue through a major paper and resource guide.

3. Programme Specific Qualification Attributes

Mention the programme specific qualification attributes achieved through courses in the programme in terms of

- Knowledge and understanding levels (K1 and K2)
- Application-level (K3)
- Analytical level (K4)
- Evaluation capability level (K5)
- Scientific or synthesis level (K6)

4. Vision

The dynamic leadership style in library and information science will be instituted and fostered through quality education, need-based education, hands-on training, and research activities.

5. Mission

- To impart quality, skill-based Library and Information Science Education to meet national and global challenges.
- To inculcate leadership quality among students to make them competent LIS professionals.
- To promote innovative research and quality research publications among researchers.
- To make a visibility of the department across the globe.

6. Programme objectives and outcomes

PROGRAMME EDUCATIONAL OBJECTIVE (PEOs)

1. The graduates will be able to manage libraries and other information organizations.
2. Graduates will succeed in higher studies and research.
3. Graduates of Library and Information Science will demonstrate the highest integrity with ethical values, good communication skills, leadership qualities, and self-learning abilities.

PROGRAM OUTCOMES (PO's)

LIS course will enable the students

1. Students can understand the foundation and fundamentals of LIS principles, philosophy, ethics, policies, and legislation.
2. Students can manage information resources and the processes of collection development, organization, preservation, access, and dissemination of information in all formats.
3. Students can apply management concepts, effective problem solving, and decision-making in the management of information and information services.
4. The students are familiar with national and international standards of cataloging, metadata, indexing, and classification for arranging knowledge and information for easy retrieval.
5. Students understand the nature of the profession – Interdisciplinary, teamwork, and user-centric.
6. Students know the role of library and information services in serving the needs of social development.
7. Students can recognize the diverse needs of users and fulfill them with appropriate and different formats of information resources.
8. Students can develop themselves to evaluate and analyses the resources and services.

9. Students understand the role of libraries and information services in a rapidly changing technological society.
10. Students can make use of the techniques, skills, and Information and Communication Technology (ICT) tools, Software necessary for the Library profession.
11. Students can identify the research problem and conduct research in the field of LIS, which includes metric studies and ICT.
12. Students gain the knowledge in conducting studies related to information needs and information-seeking behavior of patrons.

7. Candidate's eligibility for admission

A candidate who has passed **ANY** degree examination of this University or an examination of any other Universities / Institutions approved and accepted by the Syndicate of this University as equivalent thereto.

8. Duration of the programme

The duration of the course is two years. It consists of FOUR semesters under the Choice Based Credit System (CBCS). The minimum credit requirement for a two-year Master's programme shall be 90 credits.

9. CBCS- Structure of the Programme

The programme structure comprises two parts.

Course Component	No. of Courses	Hours of Learning	Marks	Credits
Part A (Credit Courses)				
Core Courses	16	1152	1700	70
Elective Courses	4	144	400	16
Supportive Courses	1	108	100	04
Supportive Courses	1*			02
Common Course	1		100	02
Research				
Total	23		2300	94
Part B (Self-Learning Credit Courses)				
Elective Foundation Courses				
Total				

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Curriculum structure for each semester as per your courses alignment

	Subject code	Paper	Inst. Hours / Week	Exam Hours	Credit	Int.	Ext.	Total Marks
Semester- I	22UPLIS1C01	Foundation of Library and Information Science	4	3	4	25	75	100
	22UPLIS1C02	Information Communication Technology	4	3	4	25	75	100
	22UPLIS1C03	Management of Library and Information Centers	4	3	4	25	75	100
	22UPLIS1C04	Information Processing – Classification Theory	4	3	4	25	75	100
	22UPLIS1C05	Information Processing Classification Practice (DDC & CC)	6	3	4	40	60	100
	22UPLIS1E01 22UPLIS1E02	Web-Based Information Sources OR Information Sources	4	3	4	25	75	100
	Online Course	**Swayam**			**2**			
Semester- II	22UPLIS1C06	Library Automation and Digital Library (Theory)	4	3	4	25	75	100
	22UPLIS1C07	Information Processing – Cataloguing Theory	4	3	4	25	75	100
	22UPLIS1C08	Information Processing – Cataloguing Practice AACR-II and UDC	6	3	4	40	60	100
	22UPLIS1E03 22UPLIS1E04	Information System and Services OR Web-Based Information Services	4	3	4	25	75	100
	06PHR01	Human Rights	2	3	2	25	75	100
	Supportive - II	Offered to other department Students	3	3	4	25	75	100
Semester- III	22UPLIS1C09	Information Retrieval Systems	4	3	4	25	75	100
	22UPLIS1C10	Research Methodology	4	3	4	25	75	100
	22UPLIS1C11	Knowledge Management	4	3	4	25	75	100
	22UPLIS1C12	Preservation and Conservation of Library	4	3	4	25	75	100

		Resources						
	22UPLIS1C13	Internship	3 Weeks		8	40	60	100
	22UPLIS1E05 22UPLIS1E06	Academic Library system OR Public Library system and Services	4	3	4	25	75	100
Semester- IV	22UPLIS1C14	Library Automation and Digital Library (Practice)	6	3	4	40	60	100
	22UPLIS1C15	Multimedia Tools (Practical)	6	3	4	40	60	100
	22UPLIS1C16	2 Reviews – 40+40=80 Marks, Report evaluation = 80 Marks -Viva= 40 Marks	4	3	6	80	120	200
	22UPLIS1E07 22UPLIS1E08	Bibliometrics OR Library Networks Consortia and Resource Sharing	4	3	4	25	75	100
	22UPLIS1VAC	Value Added Course		3	2	25	75	100
				Total Credits	94+2			2300

FIRST SEMESTER

22UPLIS1C01: FOUNDATION OF LIBRARY AND INFORMATION SCIENCE

Course Objectives

- To know the concepts of information and different types of libraries and information centers.
- To enable the students to understand the Communication Channels and their barriers.
- To make the students identify the importance of information in the context of social, political, cultural, economic, and industrial environments.
- To understand the relevance of Libraryprofession.
- To know the role of information in the development of society.

Unit –I

NatureofInformation: Definition: Data, Information, KnowledgeandWisdom, Characteristics of information; Patterns and models of information, Factors influencing information growth, Information transfer cycle; Impact of socio-economic changes.

Unit – II

Communication: Concepts, definition, theories and models, Channels and Barriers of Communication.

Unit – III

Types of Libraries: Functions and Services; Five Laws of Library science and its implications; Professional Ethics and Qualities; Role of LIS professionals in the Digital era.

Unit - IV

Library movement and legislation in India-Model Library Bill, Delivery of Books and Newspapers Act–Intellectual Property Rights–Information policy, Right to Information, Knowledge Commission.

Unit – V

Professional Associations- Role of professional associations: National and International Levels – ILA, IASLIC, IATLIS, IFLA, ALA– UNESCO, RRRLF - Extension Activities– Evolution, growth, and development of LIS Schools in India.

Text &Reference Books:

1. RicherdERubin.FoundationsofLibraryandInformationScience.New York, Neal-Schuman Publishers. 2004.
2. Reitz, JoanM.DictionaryforLibraryandInformationScience.Libraries Unlimited, 2004.
3. Ranganathan, S. R. Five Laws of Library Science. 5th ed. Bangalore: Sarada Ranganathan Endowment for Library Science, 2006.
4. Venkatappaiah, Velage, and Madhusudan, M.PublicLibraryLegislationintheNew Millennium: NewModelPublicLibraryActsfortheUnion, StatesandUnion Territories. Delhi: Bookwell, 2006.
5. Budd, John, Knowledge and Knowing in Library and Information Science: A Philosophical Framework, Scarecrow Press. 2001.
6. Faruqi, Khalid Kamal &Alam, Mehtab, Net-Studies in Library and Information Science, Aakar Books. 2005.
7. Henderson, Kathrine A., Case Studies in Library and Information Science Ethics, McFarland. 2009.
8. Rubin, Richard, Foundations of Library and Information Science, Neal-Schuman Publishers, Incorporated. 2010.
9. Saravanan, T., Library & Information Science, APH Publishing. 2005.

Web Resources:

1. https://nios.ac.in/media/documents/SrSecLibrary/LCh-001.pdf
2. https://nios.ac.in/media/documents/SrSecLibrary/LCh-002.pdf
3. https://nios.ac.in/media/documents/SrSecLibrary/LCh-004.pdf
4. https://www.ilaindia.net/
5. http://www.iatlis.org/
6. http://www.iaslic1955.org.in/Default.aspx?PageID=62
7. https://www.ifla.org/
8. https://www.alastore.ala.org/content/chartered-institute-library-and-information-professionals-cilip

Course Outcomes

Upon successful completion of the course, students will

CO1: Understand the fundamental concepts and types of Libraries.
CO2: Know the effective communication with a variety of audience
CO3: Equip themselves with codes of ethics & fundamental laws of library science.
CO4: Understand library legislation & RTI.
CO5: Evaluate the role, functions, and responsibilities of Library associations at the National and International levels.

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS.

22UPLIS1C02: INFORMATION COMMUNICATION TECHNOLOGY

Course Objectives

- To learn basic concepts of information technology.
- To learn the personal computer for word processing, spreadsheets
- To learn Acquaint with the aspects of Computer Applications and Network Technology
- To learn the internet and techniques
- To know the database management

Unit I: ITS Basic Concepts
Meaning and Definition of IT, Computers: Generations, Types, Hardware, Input and Output Devices,

Unit II: **Software**
Introduction to System Software and Application Software, Operating Systems: Windows, Linux, and UNIX, Applications Software: Word Processing, Spreadsheets, PowerPoint, Access, Communication Software: Telnet, E-mail, and Messaging

Unit III: Networks
Computer networks- definition and examples, Network types-PAN, LAN, MAN, CAN, WAN, SAN, Wireless Network: WiFi, WiMAX, Bluetooth.

Unit IV: **Internet Technology**
Basics of Internet, Search Engines and Meta Search Engines, InternetSearch Techniques File Transfer Protocols: HTTP, SHTTP, FTP, Internet Protocols– SMTP, TCP/IP, Hypertext, Hypermedia, Multimedia, Video conferencing, Internet of Things (IoT), Ontology, Cloud Computing, Industry 4.0. Data Security, Firewalls, Anti-virus software

Unit V: **Database Management Systems**
Database: Concepts and Components, Database Structures, File Organization and Physical Design, DatabaseManagement System: Basic Functions, Potential Uses, Digital Rights Management (DRM), DOI

Texts &Reference Books:

1. Rajaraman, V., Introduction to Information Technology, 3rd ed., NewDelhi, PHI Learning Pvt. Ltd., 2018.
2. Rizwan Ahmed. P, IntroductiontoinformationTechnology, Chennai, Margham Publications, 2013.
3. Rajiv R.Paithankar, Govind S.Ghogare, Information Technology in Library Science, Anmol Publications Pvt. Ltd. New Delhi, 2015.
4. Comer, D.E. The Internet book: everything you need to know about computer networking and how the Internet works. Chapman and Hall/CRC, 2018.

5. Davie, B. S., & Peterson, L. L. Computer networks. gan Kaufmann, 2019.
6. Hills, H. Power Searching the Internet: TheLibrarian's Quick Guide. ABC-CLIO, 2019.
7. Panek, C. Windows Operating System Fundamentals. John Wiley &Sons, (2018).
8. Silberschatz. Database System Concepts Paperback. McGraw-Hill, 2013.

Web Resources:

1. https://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_and_informationscience/academic_libraries/11._ict_application_in_academic_libraries_and_its_impact-2/et/2010_et_11.pdf
2. https://www.nic.in/servicesmapage/
3. https://www.inflibnet.ac.in/
4. http://www.delnet.in/
5. http://oer.nios.ac.in/wiki/index.php/ICT-Application

CourseOutcomes

Upon successful completion of the course,

CO1: Students will attain knowledge of computer hardware and Software

CO2: Students will attain knowledge of Software and multimedia tools, spreadsheets, charts, and graphs

CO3: Students will understand various computer networks

CO4: Students will attain knowledge of conceptualizing the Internet of things and techniques.

CO5: Students will understand and examine the functions and applications of database management systems.

Course Prepared By: Dr. E.S.Kavitha, Asst. Prof, DLIS.

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22UPLIS1C03: MANAGEMENT OF LIBRARY AND INFORMATION CENTRES

Course Objectives

- To know the various Concepts of Management and its Evolution.
- To understand the various managerial operations, planning, and budgeting of Library and Information Centers.
- To apply the relevant management techniques in modern Libraries and Information Centers.
- To impart the techniques of library routines in both physical and online environments.

Unit-I: PRINCIPLES OF LIBRARY MANAGEMENT

i) Principles of Management - Henri Fayal - Frederick Winslow Taylor - Scientific Management - Levels of Management - Management by Objectives.
ii) Functions of Management – Elements of Management - POSDCORB
iii) Basics of Total Quality Management
iv) Change Management

Unit-II: LIBRARY HOUSEKEEPING OPERATIONS

i) Collection Development Policy and Procedure & Selection Tools for Books and Non-Books materials – Good Offices Committee.
ii) Various sections of library and information centers and their functions
   a) Acquisitions section – Conventional - Web-based / online Acquisition of reading materials
   b) Technical section
   c) Circulation section –Member Registration; Issue, Return, Renewal; Records and Statistics
   d) Periodical section - Methods of Subscribing & recording
   e) Reference Section
   f) Administrative Section
   g) Stock arrangements - maintenance and Stock verification - Open vs. closed access - Binding and Preservation - Weeding out / Write off policies.

Unit-III: FINANCIAL MANAGEMENT

i) Sources of Funding
ii) Budgetary Methods - Line Budget, Formula, Program Budget, Performance Budget, Zero Based Budgeting
iii) Cost-effective and cost-benefit analysis
iv) Physical Infrastructure - Library Buildings, Furniture, and Equipment.

Unit-IV: HUMAN RESOURCE MANAGEMENT

Staffing – Selection & Recruitment – Induction and Deployment - Performance Appraisal - Motivation.

Unit-V: MANAGERIAL TASKS in LIBRARY ADMINISTRATION

Role of a Library Manager- Library Governance - Library authority - Library committee, need and functions - Professional Ethics – Library rules and regulations – Norms for the library (AICTE, UGC, MCI, etc.) -Challenges for Librarianship in the digital era.

Texts & References Books:

1. Krishan Kumar: Library Administration and Management. New Delhi: Vikas, 1987.
2. Mittal, RL Library Administration: Theory and Practice. ESS ESS Publications, 2nd Edition, New Delhi.
3. Ranganathan, S.R.: Library administration. 2nd ed. Bombay, Asia
4. Ranganathan, S.R.: Library Book Selection, ESS ESS Publications, 2nd Edition, New Delhi.
5. Sethunath, V.S., and Ganesh Kumar, M, Librarianship in Digital Era, Crescent Publication Corporation, New Delhi, 2012.
6. Praveen Kumar (Ed), Emerging Trends in Library and Information Science, ESS ESS Publications, New Delhi, 2013.
7. Robert D. Stuart, Barbara, Library and Information Center Management, Libraries Unlimited, 7th edition, 2007. (e-book)

Web Resources:

1. https://nios.ac.in/media/documents/SrSecLibrary/LCh-015A.pdf
2. https://nios.ac.in/media/documents/SrSecLibrary/LCh-016A.pdf
3. https://nios.ac.in/media/documents/SrSecLibrary/LCh-011.pdf
4. http://www.lisbdnet.com/library-budget-objectives-methods/
5. http://epgp.inflibnet.ac.in/ahl.php?csrno=21
6. https://www.marxists.org/reference/subject/economics/taylor/index.htm
7. Levels of Management - Top, Middle, and Lower Level (Kalyan-city.blogspot.com)
8. https://www.easymanagementnotes.com/levels-of-management/
9. https://www.youtube.com/watch?v=8FlgOZFnP_Q
10. https://www.youtube.com/watch?v=AYTz8EsQ3ok

Course Outcomes

On successful completion of the course, students will

CO1: Students understood management principles and other cross-disciplinary perspectives to develop best practices in library and information centers.

CO2: Understood the system of charging and discharging

CO3: Acquired knowledge on HRD, Budget, planning, and their relationship to the library environment

CO4: Acquired knowledge to manage the information resources, including information acquisition, management, dissemination, organization, and preservation.

CO5: Able to facilitate a variety of audiences.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

22UPLIS1C04: INFORMATION PROCESSING– CLASSIFICATION THEORY

Course Objectives

- To understand the concepts of knowledge organization.
- To learn the various classification schemes.
- To know the methods related to designing depth schedules and the use of technologies in library classification.
- To learn the Classification of Print and non-print resources.

Unit–I

Classification theory Meaning, Definition, purpose, Needs, Functions; knowledge classification and book classification; Understanding Different types of classification Schemes.

Unit–II

Modes of formation of subjects – Basic, Primary, Compound, and Complex Subjects; Normative principles and their applications; Notation Concepts, Features, Qualities; Three plans of work.

Unit–III

Fundamental Categories; Facet Analysis; Rounds and Levels; Common Isolates, Phase Relations Mnemonics, Devicesandauxiliaries: ACIandPCIandspecial; PostulateandPostulationApproach; array and chain, Canons Law.

Unit–IV

Study of selected schemes of Classification: Dewey Decimal Classification, Universal DecimalClassification, Colon Classification, Library of Congress Classification (LCC) and Broad SystemofOrdering (BSO)StructuresandFeatures; Parts of Call Number.

Unit–V

Classification of Digital Resources; Recent Developments in Classification,(Current Developments in Classification) –Role of Classification Research Group (CRG) and ontologies. Automatic Classification and Social Book Marking.

Text &Reference Books:

1. Krishan Kumar, Theory of Classification, 2nd rev. ed. Delhi, Vikas, 2001.

2. Kumar, P.S.G...Knowledge organization, information processing, and retrieval theory. Delhi: B. R. Publishing. 2003

3. ShabahatHusain, LibraryClassification: FacetandAnalysis.Ed.2Rev.Delhi, B.R.Publishing Corporation, 2004.

4. Dhiman, A.K. &YashodaRani., Learnlibraryclassification.NewDelhi: ESS ESS. 2005.

5. Susan Batley: Classification in theory and practice, 2nd Ed, Chandos publishing 2014.

6. Ranganathan, S.R&MalurAjiGopinath, Prolegomena to Library Classification, Ess Ess Publications, 2006.

Web Resources:

1. https://nios.ac.in/media/documents/SrSecLibrary/LCh-010.pdf
2. https://nios.ac.in/media/documents/SrSecLibrary/LCh-011.pdf
3. https://nios.ac.in/media/documents/SrSecLibrary/LCh-009.pdf

Course Outcomes

Upon successful completion of the course, students will,

CO1: Gained knowledge about the concepts of knowledge organization.
CO2: Students will understand the process related to constructing classification numbers.
CO3: Students will be capable of applying the classification rules.
CO4: Students will be able to know various systems for Classification.
CO5: To acquire knowledge of the online classification schemes.

Course Prepared By: Dr. P.Gomathi, Asst. Prof, DLIS.

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22UPLIS1C05: INFORMATION PROCESSING –CLASSIFICATION PRACTICE

(DDC & CC PRACTICAL)

Course Objectives

- To gain practical knowledge about classification schemes.
- Toknowtheprocessrelatedtoconstructclassificationnumbersforlibraryresources (DDC, UDC & CC).
- To learn the library classification practice using DDC 22nd ed and CC.

ClassificationofdocumentsaccordingtothelatesteditionofDDC/CC.Every student should maintain practical records and submits them same at the time of practical examination.

Texts&Reference Books:

1. DDC.23, OCLC Ohio,2003
2. Ranganathan,S.R.ColonClassificationEd.6.Bombay, AsiaPublishingHouse,1960

web resources:

1. http://krishikosh.egranth.ac.in/bitstream/1/2061823/2/IISR-7.pdf
2. https://en.wikipedia.org/wiki/Dewey_Decimal_Classification
3. https://www.oclc.org/en/dewey/features/summaries.html

Course Outcomes

On successful completion of the course, students will,

CO1: Students will understand the scheme of knowledge classification. Demonstrate understanding of subject headings, and use current and appropriate classification schemes.
CO2: Students will understand the process related to constructing classification numbers.
CO3: The student understands three systems of Classification.
CO4: Make the class number for books and other reading materials
CO5: Earned skills for classifying all documents, including non-book materials and micro Documents.

Course Prepared By: Dr. M.Palaniappan, Asst. Prof, DLIS.

SECOND SEMESTER

22UPLIS1C06: LIBRARY AUTOMATION AND DIGITAL LIBRARY (Theory)

Course objectives

- To learn about Library automation and digital library.
- To enable the students to gain knowledge about the attributes involved in library automation and creating digital libraries.
- To explore the practical applications of library automation software and standards.
- To enable the students,
- To gain knowledge about Online and electronic resources and institutional repositories.

Unit – I

Library Automation Basics: Definition, need, purpose and advantages. Automation Vs. Mechanization. Areas of Automation–Acquisition, Cataloguing, Access to Catalogue (OPAC), Web-enabled OPAC, Circulation, and Serial Control.

Unit - II

Planning and Evolution of SW: Planning for Automation Procedure: Steps in Automation: Library services and technology Hardware and Software Selection and Implementation, Library Software Packages, Criteria for Evaluation of Library Software Packages.

Unit – III

Digital Libraries Basics: Definitions, Concept, Characteristics, functions and advantages-Digital Library collection-Major Digital Library Initiatives – National Digital Library of India

Unit – IV

DL Architecture: Design and Organization of Digital Libraries: Architecture, Interoperability, Protocols, and Standards, Study of Digital Library Softwares.

Unit – V

Content creation and Preservation: Digital content creation: files formats, Archives, and preservation

Text&ReferenceBooks:

1. Chowdhury,G.G,IntroductiontoDigital Libraries. London: FacetPublishing,2003
2. Deegan, Marilyn & Tanner, Simon, (2002) Digital futures: strategies for the information age.London: LibraryAssociation.
3. Lakshmikant Mishra, Automation and Networking of Libraries, New AgeInternational,2008.

Web Resources:

1. https://epgp.inflibnet.ac.in/view_f.php?category=38
2. https://en.wikipedia.org/wiki/Digital_library
3. https://iite.unesco.org/pics/publications/en/files/3214563.pdf
4. https://ndl.iitkgp.ac.in/
5. https://nios.ac.in/media/documents/SrSecLibrary/LCh-003.pdf
6. http://www.librarysoftware.in/library-automation.html

Course outcomes

On successful completion of the course,

CO1: Familiar with automation process and different modules.

CO2: Know the applications of digital Library software.

CO3: Capable of automating the library using standard Software.

CO4: Understand and design a digital library

CO5: Gain an understanding of technology and industry standards and their importance in the field.

Course Prepared By: Dr. N.Radhakrishnan, Prof & Dr. M.Jayaprakash, Asst. Prof, DLIS.

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22UPLIS1C07: INFORMATION PROCESSING – CATALOGUING THEORY

Course Objectives

- To provide a historical and theoretical foundation for Cataloguing
- To understand principles and cataloging codes
- To learn the cataloging of reading material according to AACR 2nd
- To understand different forms of cataloging card
- To catalog different types of documents in the library.

Unit-I

Library Cataloguing – Need, Purpose, Objectives, and Functions; Types of catalogue Centralizedand Co-operative Cataloguing, Descriptive Vs. Limited Cataloging, Arrangement, and Filing of Entries.

Unit–II

Cataloguing Rules, types of Catalogues – Physical Forms, Machine Readable (OPAC). Inner forms (Dictionary, Classified and Alphabetical) of Catalogue – overview of AACR-II, MARC21, DublinCore.Form of Catalogue- Physical Forms, Innerforms, Machine Readable (OPAC). – An overview of AACR-II, MARC21, Dublin Core.

Unit–III

Subject Catalogues - Sears' List of Subject Headings (SLSH) and LCSH; Indexing Languages – Chain Procedure, Uniterm Indexing, PRECIS, POPSI, KWIC, KWOC–CitationIndexing.
Union Catalogue of DELNET

Unit–IV

Normative Principles of Cataloguing Canons, Laws, Principles and their Implications; Vocabulary Control-Thesaurus.

Unit–V

Trends in Cataloguing and Bibliographic Record Format – CIP and NPAC. EAD, ISBD, CCF, RDA, and FRBR.ISBN, ISSN.

Texts &Reference Books:

1. Maxwell, R. L. & Connell, T. H. (Eds,),.Future of cataloguing. Chicago: ALA, 2000.
2. Anglo American Cataloguing Rules, (2ndRev ed.) New Delhi: Oxford., 2002.
3. Kumar.PSG.KnowledgeOrganization, InformationProcessingandRetrievalTheory, Delhi: BR, 2003.
4. Chowdhury, G.G. (2010).IntroductiontoModernInformationRetrieval.3rded.London, Facet Publishing.
5. JointSteeringComm (2015) Ed.RDA: Resource Description and Access.London: Facet Publishing.

Web Resources:

1. http://krishikosh.egranth.ac.in/bitstream/1/20325/1/46129.pdf
2. https://en.wikipedia.org/wiki/Library_catalog

CourseOutcomes

Upon successful completion of the course, students will,

CO1: To familiarize students with the process of cataloging a document.
CO2: To enable the students the assign standard subject heading using printed subject heading lists.
CO3: To learn how to organize the documents (book&non print materials).
CO4: To attain the capabilities for retrieving the documents using a catalogue.
CO5: To make the students aware of the latest developments and trends in the field of cataloguing.

Course Prepared By: Dr. P.Gomathi, Asst. Prof, DLIS.

22UPLIS1C08: INFORMATION PROCESSING AND RETRIEVAL – CATALOGUING PRACTICE -AACR– II and UDC

Course Objectives

- To help in understanding the rules of bibliographic description and rendering of access points;
- To understand to derive subject headings by using different subject headings.
- To learn to catalog documents according to AACRIITo learn to catalog documents according to AACRII.

Cataloguing of Simple, compound, and composite documents and serials according to Classified Catalogue Code, 6th edition and AACR -II along with Sears List of Subject Headings.

Every student shall maintain practical records and submit the same at the time of practical examination.

Cataloguing of Books and Periodicals according to Anglo American Catalogue Rules - II (AACR-II).
Cataloguing of Books and Periodicals according to Universal Decimal Classification.

Text &References:

1. Lal, C, and Kumar, K.(2006).Practicalcataloguing AACR 2, New Delhi, EssEss Publications.
2. Mohd.Sabir Hussain andJamal Ahmad Siddiqui, (2018) Practical Cataloguing with AACR
3. Sehgal.R.L (2005) cataloguing manual AACR 2, New Delhi, EssEssPublications
4. Joseph Miller (2010) SEARSListof Subject Headings 20 the edition The H.W.Wilson Company New York
6. Dr.Sing.KP (2013) UDCA Manual for Classification Practical and Information Resources, Today and Tomorrow's Printers and Publishers New Delhi

Web Resources:

1. .https://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_and_information_science/knowledge_organization_and_processing_-_cataloguing/02._technical_processing/et/4475_et_m2.pdf
2. http://egyankosh.ac.in/handle/123456789/33027
3. http://downloads.alcts.ala.org/ccda/docs/magert8.pdf

CourseOutcomes

Upon successful completion of the course, students will,

CO1: Learn the cataloguing code and classification scheme.

CO2: Prepare the catalogue entries for print and on-print materials using AACR II.

CO3: To know various forms of Catalogue.

CO4: Create a library catalogue according to the norms of AACR-II in a machine-readable format.

CO5: To make the students familiar with Online PublicAccess Catalogue (OPAC)

Course Prepared By: Dr. E.S.Kavitha, Asst. Prof, DLIS.

THIRD SEMESTER

22UPLIS1C09: INFORMATION RETRIEVAL SYSTEM

Course Objectives

- To know the basic concepts of IRS.
- To understand the concept of thesaurus and vocabulary control.
- To know the various subject indexing and searching techniques.
- To know the information retrieval models.

Unit I

Introduction IR Systems– Concept, Scope, and Importance, functions, indexing - Meaning, Purpose, and Types.

Unit II

Indexing Languages and Vocabulary Control– Need, Purpose, Types, and Characteristics; Vocabularycontrol tools Subject heading– Library of Congress Subject Headings, SearsListof Subject Heading and Medical Subject Headings, Thesaurus construction techniques.

Unit III

Digital IR SystemsWebIR: Meaning scope, characteristics, Types - Online IR, Optical-disk based IR, OPAC, and WebIRSearchengines, Metasearch engines, Subject Gateways, Institutional Repositories.

Unit IV

Searching Techniques and Models: Search strategies, Boolean Search, Proximity Search, Truncation; Retrieval Models- Cognitive, Probabilistic; Vector models Search Services, Tools of Internet Search, Search engines, multiple databases searching,

Unit V

Evaluation and Trends IR Evaluation – Criteria, Cost-effectiveness, Cost-benefit, recent trends in IR**,** Evaluation Methodology: Criteria and Steps in Evaluation: Recall and Precision.

Texts &ReferenceBooks:

1. Chowdhury (G.G.): An introduction to modern information retrieval. 3rded. London: Facet, 2010.
2. ChrishoperD. Manning, PrabhaharRayhavan and Hinrich Schutze, Introduction to Information Retrieval, Cambridge University Press, 2008.
3. Carol Peters, Martin Braschler, Paul Clough (2012). Multilingual Information Retrieval: From Research to Practice, Heidelberg: Springer
4. Kumar: Information Analysis, Repackaging, Consolidation and Information Retrieval; papers X and XI of UGC Model Curriculum, B R Publishing Corporation.

Web Resources:

1. www.ijnglt.com
2. https://www.cse.iitk.ac.in/users/nsrivast/HCC/search%20engines.pdf
3. https://upload.wikimedia.org/wikipedia/commons/1/17/Evaluation_of_information_retrieval_system_purpose_and_retrieval.pdf

Course Outcomes

On successful completion of the course,

CO1: Understand the creation of the IR System.
CO2: To identify thesaurus applications in new indexing environments such as subject gateways, portals, and digital libraries.
CO3: To learn the developed skills of information search strategies and how to implement the library services.
CO4: To retrieve documents precisely by using different search strategies
CO5: Analyze and evaluate different types of IR systems in terms of their interfaces, performance, and other components.

Course Prepared By: Dr. E.SKavitha, Asst. Prof, DLIS.

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Periyar University, Salem

22UPLIS1C10: RESEARCH METHODOLOGY

Course Objectives

- To understand the concepts related to research and types of research.
- To identify the overall process of research design.
- To know various tools for data collection, data analysis, and skills required for report writing.
- To help in identifying research information sources in LIS
- To explore the trends of LIS research in India and abroad

Unit – I

Research: Definition, Purpose, and Scope Classification of Research: Fundamental / Pure Vs. Applied, Inter-Disciplinary Vs. Multidisciplinary, Individual Vs. Collaborative research Areas in Library and Information Science.

Unit – II

Research Design: Identification, Selection, and Formulation of a Research Problem, Characteristics of the research problem, Sources of Information; Hypothesis: Definition and types, testing hypothesis; Literature Search, Objectives and Methods of Review of related literature.

Unit – III

Research Methods: Historical, Descriptive, Experimental, Case-Study, Survey Method, Scientific Method, Metric Studies in LIS

Unit – IV

Methods Data Collection: Primary data - Questionnaire, Interview, Observation; Secondary data - Library records, Reports, Rating Scales.

Unit – V

Data Analysis and Presentation: Editing, Coding, and De-Coding, Tabulation; Application of Statistical Packages: Measures of central tendency, Correlation, Regression, Chi-Square Test.Report writing: Components of Research Report; Style Manuals, Presentation of data - Tabular, graphic, bar diagram, pie line graphics; Reference Management Tools, Research Ethics.

Texts & Reference Books:

1. Kothari, C. R. Research Methodology – Methods & Techniques. New Delhi, New Age, 2014.
2. Panda, B. D. Research Methodology for Library Science: with Statistical Methods and Bibliometrics New Delhi; Anmol, 1997.
3. Bhattacharyya, D K., Research Methodology. New Delhi: Excel Books India, 2009.
4. Singh, Y. K: Research Methodology, New Delhi: APH Publishing, 2010.
5. Gopikuttan, A., Research @ library and information science, ESS ESS Publications, 2011.

Web Resources:

1. https://www.youtube.com/watch?v=IZLn9_PA_4s
2. https://en.wikibooks.org/wiki/Research_Methods/Types_of_Research

Course Outcomes

On successful completion of the course, students will

CO1: To learn about the research methods, statistical techniques, and their application in LIS.
CO2: To ascertain research support tools and research communication process
CO3: Learn various tools for data collection and data analysis.
CO4: Learn how to write the research report.
CO5: Understanding of research necessary for careers as information professionals at par with global level.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

22UPLIS1C11: KNOWLEDGE MANAGEMENT

Course Objectives

- To learn the concepts and applications in knowledge management
- To study the various tools of Knowledge Management
- To gain knowledge about knowledge codification
- To familiarize the Technical writing methods
- To identify the industry needs based on the KM approach.

Unit - I
BasicConceptsin KnowledgeManagement: Concept–Need; Types of knowledge–ChangingRoleofLibraryandInformation professionals.

Unit–II
Knowledge Creation- Knowledge creation and capturing, knowledge creation model Expert System Knowledge Organisation.

Unit–III
Communications and organization culture. Communication – different types, models, etc. Knowledgecodificationandorganization: KnowledgeMapping, DecisionTrees, Decision Tables, etc.

Unit–IV
ToolsandTechnologiesforKnowledgeManagement–SharePoint, TechnicalWriting Legal and ethical issues in knowledge management.Intellectual capital – components, measurement, KM measurement.

Unit-V
Knowledge Management Practices in Academic, special, Corporate and Research Libraries, Artificial Intelligence, and virtual reality, Case Studies.

Texts&References:

1. Awad, E.M&G.H.M–KnowledgeManagement, SecondEdition, PHI, NewDelhi, 2013.
2. Dalkir, Kimiz, KnowledgeManagement, SecondEdition, PHI, New Delhi, 2013.
3. Berkowitz, W.R.Knowledge Management. PHI, New Delhi, 2000.
4. Mishra, J.K. Knowledge Management: Complexity, Learning, and Sustainable Innovation. Coronet Books. Springer, Newyork, 2005.

5. Mohammad Nazim and Bhaskar Mukherjee, Knowledge Management in Libraries Concepts, Tools and Approaches, Imprint of Elsevier. 2016.
6. Valerie Forrestal and Ellyssa Kroski, Knowledge Management for Libraries, Rowman & Littlefield. 2015
7. Jennex Murray E., Case Studies in Knowledge Management, Idea Group, 2005.
8. Abell Angela and Nigel Oxbrow, Competing with Knowledge: The Information Professional in the Knowledge Management Age. London: Facet Publishing, 2001.
9. Bikowrtx W. R.: Knowledge Management Delhi PHI. 2000
10. Dhiman A.K.: Knowledge Management for Librarians. New Delhi: EssEss, 2009
11. Koenig Michael E.D. and Shrikantaiah T.K.(Ed): Knowledge Management in Practice: connection & context, New Delhi: EssEss, 2008

web resources:

- **https://www.classcentral.com/course/swayam-knowledge-management-7954**

Course Outcomes

On successful completion of the course, students will

CO1: Equip with the applications of Knowledge Management in different libraries.
CO2: Enable the students to systematically identify, acquire, store, and distribute knowledge from all sources.
CO3: Demonstrate different types of knowledge assets.
CO4: Understand the ways to apply tools.
CO5: Manage Information and Knowledge management centers.

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS.

22UPLIS1C12: PRESERVATION AND CONSERVATION OF LIBRARY

Course Objectives

- To understand the concept of preservation and conservation of library materials.
- To understand issues in digital preservation
- To learn the role of Archival centers.

Unit-I

BasicConceptsPreservationandConservationMeaningNeedandImportanceHazardstoInformationmaterials–Environmentalfactors–Biologicalfactors-Chemicalfactors– Other factors.

Unit-II

Evolution of Information materials – Clay, papyrus, tables tablet to Electronic form; Durable and Nondurable, and Perishable and non-perishable writing materials –Preservation in Ancient Times – Preservation of palm Leaves and Leather Boundmaterials.

Unit-III

Methods of Preservation and Conservation- Physical methods – Preservation andConservation of Library Building, Mending, Restoration &Guarding; Lamination, Binding, Leaf casting, Encapsulation –Chemical methods; Fumigation; De-acidification.

Unit-IV

Digital Preservation - Preservation of Non-print materials- Use of Micrography andReprographyasameansofPreservation–DigitalPreservation–Strategies, Methods, and Challenges.

Unit-V

Genesis of Archival Centers- Archives – Structure and Functions of Tamil NaduArchivesandNationalArchives of India, CodeofEthicsforArchivists.

Text&References:

1. P.K.Mahapatra and B.Chakrabarti. Preservation in Libraries: Perspectives, Principles and Practices Ess Ess Publications, New Delhi, 2003.
2. L.S.RamaiahandG.Sujatha.PreservationofLibraryArchivalandDigitalDocumentsEssEssPublications, New Delhi, 2008.
3. Jyoti Misra: Conservation and Preservation Techniques: A Handbook for Librarians, New Royal Book Company, Lucknow, 2010.

4. Balloffet, N., Hille, J., & Reed, J. A. (2005). Preservation and conservation of libraries and archives. Chicago: ALA

web resources:

1.https://shodhganga.inflibnet.ac.in/bitstream/10603/96470/11/11_chapter%203.pdf
2.http://ir.inflibnet.ac.in/bitstream/1944/1466/1/8.pdf
3.https://en.wikipedia.org/wiki/National_Archives_of_India
4.https://www.colorado.edu/libraries/sites/default/files/attached-files/preservationlinks.pdf

CourseOutcomes

Upon successful completion of the course, students will

CO1: Understand the importance of preservation in libraries
CO2: to identify appropriate methods for preservation
CO3: To familiarize the various methods of preservation.
CO4: To know various archival centers and their functions in India.
CO5: Preservation of materials and conservation resources for future reference.

Course Prepared By: Dr. P.Gomathi, Asst. Prof, DLIS.

22UPLIS1C13: **INTERNSHIP** – 3 WEEKS

Course Objectives

- To enhance their skills and knowledge in a specific area of information service.
- To train them to enhance their efficiency in managing all sections in the library.
- To train them to adapt to the existing working conditions in the library.

The internship is a training program that combines learning new library skills outside the classroom and demonstrating skills. The duration of the internship will be **three weeks**.

Leave Norms:

1. During the course, one casual leave is permitted.
2. If they take more than one CL, he/ she should compensate the same by the local library.

Course Outcomes

On successful completion of the course, students will

CO1: Acquire skills in managing various sections in the library.
CO2: Acquire knowledge of various records management in the library.
CO3: Develop and manage collections of information resources.

FOURTH SEMESTER

22UPLIS1C14: LIBRARY AUTOMATION AND DIGITAL LIBRARY (Practice)

Course objectives

- To provide practical knowledge related to Library Automation and Digital Libraries.
- To introduce standards and Software related to digital library systems
- To explore the applications of Software and standards in developing digital library systems
- To give hands-on training–Library automation software and Digital library software.

Hands-on Training:

a) Library Automation Softwares: KOHA

b) Digital Library Software Packages: Digitization, Selection, Scanning process, Conversion formats.

c) Greenstone and D-space – Creation of Communities, Collection, and Submission methods

d) Institutional Repositories, Thematic Repositories

e) Web Technologies: Weblog; Website; mobile applications

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Course outcome

On successful completion of the course,

CO1: Students will comprehend technology concepts and theories and understand the relevance.

CO2: Become familiar with storing, delivering, and disseminating digital materials in a networked environment

CO3: Evaluate the digital libraries and the implications.

CO4: Students will gain potential uses of Web technologies in libraries.

CO5: To make the students aware of the latest developments and trends in the field of ICT.

Course Prepared By: Dr. N.Radhakrishnan, Prof & Dr. M.Jayaprakash, Asst. Prof, DLIS.

22UPLIS1C15: MULTIMEDIA TOOLS (Practical)

Apply techniques from human-computer interaction, systems analysis, programming, and database design to analyze user needs and information systems in social and organizational settings, develop innovative solutions to address information, technology, and services problems and challenges

Course Objectives

- To identify and learn various Multimedia tools
- To understand various Multimedia file formats
- To discuss the hardware and software requirements of the multimedia system.

Hands-on Training

- Speech synthesis and recognition
- Hosting YouTube channel
- Webinars
- Mobile Apps
- RSS aggregator
- Podcasting
- Prezi

Course Outcomes

On successful completion of the course, students will

CO1: Students can identify the techniques and tools for creating and editing interactive multimedia applications.
CO2: They can create and edit audio, video, text, images, and graphics.
CO3: Acquire skills in using various multimedia tools about LIS.

Course Prepared By: Dr. E.S.Kavitha, Asst. Prof, DLIS.

22UPLIS1C16 - Project: Dissertation & Viva-Voce

Common Guidelines for the evaluation of Dissertation and Vive-Voce

Marks 100

Guidelines for Teachers

- The project/Dissertation should be done under the supervision of a teacher of the department.
- The research supervisor and its member should be finalized at the beginning of the fourth semester.
- Students should identify their topics from the list provided in consultation with the supervising teacher.
- Credit will be given to original contributions. So students should not be allowed to copy from other projects or WWW.
- Before submission of the project, there will be conducted two review meeting. During the meeting, students were asked to present a PowerPoint presentation, each review 20 marks (20 x 2= 40 marks)
- There will be an external evaluation of the project by an external examiner appointed by the University. He / She will value the project for 40 marks. This will be followed by a viva voce, which will be conducted in the department jointly by the external examiner who valued the projects/dissertations and an internal examiner. The viva-voce will be for 20 marks.
- Four copies have to be submitted to the department by each student. One copy will be forwarded to the University for Valuation, and the second copy is to be retained in the department library.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

LIST OF ELECTIVE COURSES

22UPLIS1E01 WEB-BASED INFORMATION SOURCES

Course Objectives

- To learn various kinds of Web-enabled sources in different subjects
- To know the tools and techniques adopted in Web-based resources

Unit – I

Web OPAC – Online resources, RSS Feeds, Wikis, Blogs, Instant Messaging, Bulletin Board, Electronic Library, Digital Library, and Virtual Library.

Unit – II

E-Library – Resources, Ebrary database, Subject gateways - – Social Science – Health and Medicine – Engineering and Technology.Webliography – Knowledge gateway – Digital collections –Remote Access.

Unit – III

Databases – Bibliographic, Full text, numeric. Ready Reference Sources – online Dictionary – Geographical sources – Manuals – Statistical sources.

Unit – IV

Web 2.0 – Features, Web 3.0, and Web 4.0. – Tools Social Bookmarking, Video sharing, Document sharing – Social Networking. Ask a Librarian – Digital Rights Management.

Unit – V

Cloud Computing – Concepts, Functions, Applications in Library. Open Access Initiatives in India

Texts & References:

1. Jewell, T.D. (2001). Selection and presentation of commercially available electronic resources: Issues and practices. Washington, DC: Digital Library Federation and Council of Library and Information Resources.
   Available: http://www.clir.org/pubs/reports/pub99/pub99.pdf.

2. Nabe, J.A. (2010). Starting, strengthening, and managing an institutional repository; A how to do it manually. New York: Neal-Schuman Publishers Inc.
3. Online Computer Library Center (OCLC) (2002). Academic librarians can influence students' Web-based Information choices. OCLC white paper on the information habits of college students.
   Available: http://www.oclc.org/downloads/community/informationhabits.pdf.
4. Wilkinson, J. (2008). Using technology in learning. In Dowler, L. (Ed.). Gateways to knowledge: The role of academic libraries in teaching, learning, and research, MIT Press.
5. Gavrilis, D. C. Kakali, and C. Papatheodorou . Enhancing Library Services with Web 2.0 Functionalities. Research and Advanced Technology for Digital Libraries. 12th European Conference, ECDL 2008, Aarhus, Denmark, September 14-19, 2008. Proceedings – Springer.

Course Outcomes

On successful completion of the course,

- Understand the different sources available for various subjects and programmes.
- Capable of managing the web sources in different subjects.

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS

22UPLIS1E02: INFORMATION SOURCES

Course Objectives

- To understand the types and scopes of information sources
- To know the Categories of information sources
- To know the features of different forms and sources of information
- To understand internet information sources
- To know the process of retrieving databases and online/web information resources in the network environment.

Unit – I

Information Sources: features, Documentary Sources: Primary, Secondary, and Tertiary Human and Institutional Sources.

Unit – II

Print and Digital information sources, Evaluation of Information Sources.

Unit – III

Ready Reference Sources– Types and value- Dictionaries, Encyclopedias, Annuals, Biographical sources, Handbooks and Manuals, Geographical sources-Indexing and abstracting sources. Human Sources: Technological Gatekeepers, Subject experts, Institutional Sources: Government Ministries and Departments, R & D organizations

Unit – IV

E-Resources –Databases– Commercial – Open– DOAJ, DOAB, PLOS, Wikipedia,

Unit – V

Open access resources–Institutional Repositories

Text &Reference:

1. Krishan Kumar, Reference Services, Vikas Publishing house, 5th edition, 2009
2. Sharma, J.S and Grover, D.R: Reference Service and Sources of Information, New Delhi: Ess Ess, 1998.
3. Gurdev Singh: Information Sources and Services, Philearning, 1stEd 2013.

WebResources:

1. http://epgp.inflibnet.ac.in
2. Shodhgangotri.inflibnet.ac.in>jspiu>bitstream>02-introduction
3.www.lisbdnet.com>brief-information-institutional-repository.

Course Outcomes

On successful completion of the course,

CO1: To deeply gain knowledge about information sources (print & electronic).
CO2: To Determine types and Forms of information sources.
CO3: To gain knowledge in databases for information sources.
CO4: Identify and use Internet information sources.
CO5: To develop evaluation and practical skills in dealing with information sources.

Course Prepared By: Dr.E.S. Kavitha & Dr. M. Jayaprakash, Asst. Prof, DLIS

22UPLIS1E03: INFORMATION SYSTEMS AND SERVICES

Course Objectives

- Students understand the various types of information sources and their scope.
- To train the students on various Library and Information services in different library environments.
- To learn the different National information systems and their functioning.
- To acquaint skills in web-based services.
- To know the process of retrieving databases and online/web information resources in a network environment.

Unit –I

Information Systems - Basic concepts, components, characteristics of Information Systems - Kinds of Information Systems - their functions and services.

Unit –II

Libraries, Documentation, and Information Centres - Libraries, Documentation Centres, Information Centres, Databanks, Information Analysis Centres, Referral centers.

Unit –III

Planning and Evaluation of National, International Information Systems - Planning Process - Need for Planning – Advantages. Factors in Planning - Steps in Planning - Standards for Planning - System Design: Steps in System Design Process. Evaluation of Information Systems – Process of Evaluation, Levels, Criteria.

Unit –IV

National Information Systems and Services - National Institute of Science Communication and Policy Research (NIScPR) - Defence Scientific Information & Documentation Centre (DESIDOC) - National Social Science Documentation Centre (NASSDOC) - Information and Library Network (INFLIBNET) - Indian Council of Social Science Research (ICSSR), Environmental Information System (ENVIS).

Unit –V

International Information Systems and Services - Regional Information Systems – ASTINFO, APINESS, SAARC (SDC) - Global Information Systems – UNESCO – PGI, INIS, AGRIS, MEDLARS, BIOSIS.Current Awareness Services CAS) - Selective Dissemination of Information (SDI). Literature Search Services, Document Delivery Services (DDS), Translation Services.

Texts&ReferenceBooks:

1. Asija, Sunitha.Documentation services in India: A review of some selected documentation centers. New Delhi, Academic Publications, 1998.
2. Carmel, Maguire, Weir, Anthony D., Kazlauskas, Edward J., Information Services for Innovative Organizations. Emerald Group Publishing Limited, 2013.
3. Neelameghan A. & Prasad, K.N. (Eds,), (2005). Information systems and services in India. Bangalore: SRELS.
4. Sing, Gurudev. Information sources Services and Systems, Delhi: PHI Learning Private Limited, 2013.
5. Smith, Linda C., & Wong, Melissa A. (2010). Reference and Information Services: An Introduction, / 5th ed., Libraries Unlimited.

Course Outcomes

On successful completion of the course, students will

CO1: Identify various kinds of Information systems and their functions.
CO2: Know Documentation centers and data banks.
CO3: Learn the process involved in Information systems and evaluation.
CO4: Understand the structure of National level Information systems.
CO5: Equip themselves with the role and functions of International level Information systems.

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS.

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22UPLIS1E04: WEB-BASED INFORMATION SERVICES

Course Objectives:

- To help the students become familiar with various online web-based services.
- Preparing, organizing, and managing files for user access over the Internet.
- Building a demonstration of World Wide Web capabilities.
- Identifying policy and procedure issues associated with system administration and library services.
- Identify professions' challenges and opportunities.

Unit-I Need and Purpose; Impact of Social media in libraries, Advantages, and Issues in Web-based services.

Unit-II **Information Sources** - Library website, E-Books, E-Journals, Web-OPAC, ETDs, Subject Gateways/Portals, Databases - Bibliographic, and full text, Bulletin Boards, Discussion Group/Forum, Multimedia Resources, Search Engines, Reference Source, Institutional Repositories, and access to information sources.

Unit-III **Services –** Online reference services, online document delivery, interlibrary loan, online help, and information skill tutorials, online current awareness, bulletins, Web forms, Web Casting, NewsGroup, e-mail, Conference Alerts, Virtual Library Tour, Ask a Librarian, Providing links to web sites, RSS Feed, Quick response codes (QR Code).

Unit-IV **Research support services** – Compilation of Review of Related Literature, Reference management tools, Journal finder/journal suggestion tools, Plagiarism**.**

Metrics – Author, Journal.

Connecting Researcher– Vidwan ID, Researcher ID, Orchid ID, Scopus Author ID, Google Scholar ID, Microsoft Academic ID.

Unit-V **Emerging Technology** – Virtual Reality Glasses, Digital interface for print books, Challenges and Issues in WIS, Indian Scenario in WIS.

Text&Reference Books:

1. Kataria, Sanjay et al. (Ed.) (2018). Proceedings of 5th International Symposium on Emerging Trends and Technologies in Libraries and Information Services. Available at https://ieeexplore.ieee.org/xpl/mostRecentIssue.jsp?punumber=8467458
2. Hasan, N., &Naskar, D. (2020). ARPIT Online Course on Emerging Trends & Technologies in Library & Information Services (ETTLIS): A Case Study. DESIDOC Journal of Library & Information Technology, 40(3), 160168. (ISSN- 0976-4568) (DOI: 10.14429/djlit.40.3.15488): https://publications.drdo.gov.in/ojs/index.php/djlit/article/view/15488/7306.
3. Baba, Abdul Majid; Bhardwaj, Raj Kumar; Dhaka, S.S.; Ashraf, Tariq & Hasan, Nabi (Eds.). (2018). Developing Smart Libraries: Changes, Challenges, Issues & Strategies: Proceedings of the 3rd International Conference of Asian Libraries (ICAL-2018). (pp. xix, 688). New Delhi: Asian Library Association.
4. Hasan; Nabi; Chaurasia, Neeraj K.; Chavan, Shankar B.; Verma, Vijay K. and Khanchandani, Vanita (Eds.). (2020). Library Handbook: IIT Delhi (revised and enlarged edition). (pp. 66). New Delhi: IIT Delhi. (ISBN – 978-93-5382-346-7) http://library.iitd.ac.in/pdf/LibraryHandbook.pdf
5. Dr.Tariq Ashraf (et.al..) Building Smart Libraries Changes Challenges Issues & Strategies, Asian Library Association (1 January 2018)
6. https://shatua.tripod.com/DRTCseminar.html#higherorder
7. https://www.egyankosh.ac.in/bitstream/123456789/34888/1/Unit-7.pdf

Course Outcomes:

At the end of the course, the student should have

To learn key characteristics and challenges associated with web-based services. They also developed skills in the appropriate use of technology and resources.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

22UPLIS1E05: ACADEMIC LIBRARY SYSTEM

Course Objectives

- To enable the students to understand the functions and purpose of the academic library.
- To introduce resources, services, and management issues about academic Libraries.
- To identify the key policy planning factors and challenges in different academic Libraries.
- To gain knowledge about the applications of new ICT tools in academic library management.

Unit–I

Academic libraries and their user: Academic Library: Meaning, Types and Functions, types of users, User needs, Role of UGC, AICTE and other Bodies in Academic Libraries development, NAAC and NBA.

Unit–II

Management ofAcademic Libraries: Collection Development:-Selection of Resources, Nature, Types, and Policies. Financial Management of Academic Libraries, Curriculum and Collection Development, Human Resource Management.

Unit–III

Administration of Academic Libraries: Library Authority and Library Committee– Financial Management– Allocation of Funds to Academic Libraries, Statistics – Files and Records, Staff Development and Continuing Education Staffing Norms and Standards; Personnel Management.

Unit–IV

Resource Sharing: Need and Objectives, Consortia – e-Shodh Sindhu, Implications to Library Resource Sharing, Library Networks – DELNET, ERNET in India and International, ShodhGanga, Shodhgangotri, IRINS, VidyaMitra, Vidwan database.

Unit–V

User education&Futuretrends: Information Literacy Programme in Academic Libraries – Academic Library Repositories, Future trends in academic library development.

Texts & Reference Books

1. Krishnan Kumar and Sesh Patel, Libraries and Librarianship in India, NewDelhi, Viva Books, 2001.
2. Devarajan, G, Resource Development in Academic Libraries, New Delhi, Ess Ess Publication, 1999.
3. Shri NathSahai, Academic LibrarySystem, EssEssPublications, NewDelhi, 2009.
4. Gurudev Singh, Academic Library system, and services, Ess Ess Publications NewDelhi, 2015

web resources:

1. https://www.ugc.ac.in
2. https://www.aicteindia.org/
3. https://mciindia.org
4. https://naac.gov.in

CourseOutcomes

On successful completion of the course,

CO1: Students perform the managerial functions, including planning, budgeting, and evaluation of ALS.
CO2: Apply recent management techniques and tools for improving the academic library Services.
CO3: Familiar with various resources of Academic Libraries.
CO4: Acquired skills and knowledge pertaining Academic Library environment.
CO5: Create a network of academic libraries and Share the resources through the network.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

22UPLIS1E06: PUBLIC LIBRARY SYSTEM AND SERVICES

Course Objectives

- To provide basic concepts related to Public Library systems and services
- To introduce resources and standards related to the Public Library system
- To describe the roles and responsibilities of the Public Library in communities.

Unit –I

Fundamental: Concepts– Public Library: Origin and Growth – Public Library and Society– Agencies in the Promotion and Development of Public LibrarySystem– NationalLibraryPolicyand LibraryLegislation, Role public Libraries in 21st century.

Unit – II

Resource Mobilizing: Public Library System: Resource Development – Development Plans and Resource Mobilization – Financial Resources – Physical and Documentary Resources – Human Resources

Unit – III

Administration: Management of Public Library System – Organisational Structure of Public Library System – Planning and Administration of Public Libraries – Public Library Norms, Standards, and Guidelines – Governance of Public Libraries – Performance Evaluation

Unit - IV

Services: Types of Library Services – Application of Information Technology in Public Libraries Services, Mobile Libraries PL Genesis: Public Library Scenario in India, UK, USA, and Canada

Unit – V

Financial Management - Financial resources of Public Libraries - Mobilization and Estimation of Public Library Finance.Budget: Different types of budgets and applications of PPBS in Public Libraries.

Text&Reference Books:

1. Srivastava, A.K., Public Library System and Services, Creon Publications, New Delhi, 2013.
2. Ajaykumar Raval, Handbook of Public Library System, New Delhi, Discovery Publishing house Pvt Ltd, 2013.
3. Dhiman, Anil K. & Yashoda Rani. LearnLibraryand Society. New Delhi: Ess Ess Publication, 2005.
4. Isaac, K. A. Library legislation in India: A critical and comparative study of statelibraryActs. New Delhi: EssEssPublication, 2000.
5. American Library Association. Minimum standards for public library systems.Chicago: ALA.
6. Venkatappaiah, Velega. Public Library Legislation in the New Millennium. Bookwell, 2007
7. Goulding, Anne. Public Libraries in 21st Century: Defining Services and debating the future. Ashgate. United Kingdom. 2012.

web resources:

- http://egyankosh.ac.in//handle/123456789/11387
- https://www.ifla.org/files/assets/hq/publications/archive/the-public-library-service/publ97.pdf

Course Outcomes

Upon successful completion of the course, students will

CO1: Understand the Public Library System and its role in societal development.
CO2: Know the professional ethics, qualities, and role in society at different levels.
CO3: Learn the need for library legislation and a functioning public library system.
CO4: Learn the resources and services to broaden diverse perspectives.
CO5: Equip themselves about the status of the public library in other countries

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS.

22UPLIS1E07: BIBLIOMETRICS

Course Objectives

- To provide basic concepts related to the application of quantitative techniques in LIS
- To help in understanding laws, techniques, tools, and services related to bibliometrics, informetrics, webometrics, and altmetrics.
- To study publication indicators, citations, impact factors, and, h-index
- To explore the future applications of Bibliometrics.

Unit–I

Historical development, meaning, definition, and scope Features, Bibliometrics, Librametrics, Scientometrics, Informetrics, Webometrics, Cybermetrics, and Altmetrics.

Unit–II

Laws and Indicators: Laws and Application of Bibliometrics, Other Empirical Laws of Price, Garfield, Sengupta, etc.

Unit–III

Citation Analysis: Techniques Citation, Co-word, Co-Citation, Network analysis, collaboration, Bibliographic Coupling, Impact Factor, h-index, half-life, and g-index,i10-index.

Unit– IV

Bibliometric tools: Web of Science, SCOPUS, MEDLINE, Google Scholar, Pop, and EBSCO, Hiscite, Bibliometrix, Bibexcel, Biblioshiny, VOSViewer, and Pajek.

Unit–V

Application of Quantitative and Qualitative tools and techniques in LIS Research

Text&Reference Books:

1. Rafael Ball: An introduction to Bibliometrics 1 stEd Chandos Publishing, 2017.
2. Srivastava. R: Bibliometrics: New Dimensions and latest trends, Alfa publications, 2011.
3. Bibhu Prasad Panda: A Model Bibliometric study, SSDN Publisher &Distributors, New Delhi, 2012

4. Ingwersen, P., Scientometric indicators and webometrics-- and the poly representation principle information retrieval. New Delhi: Ess Ess Publications, 2012.
5. RavichandraRao, I. K. (1985). Quantitative methods for library and information science. New Delhi: Wiley Eastern

web resources:

1.http://eprints.rclis.org/12847/1/Bailon-Moreno,_R_.pdf
2.https://www.essay.uk.com/free-essays/science/bibliometrics-citation-citation-analysis.php
3.https://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_andinformation_science/informetrics_&_scientometrics/data_sources_and_software_tools_for_bibliometric_studies/et/333_et_m2.pdf

Course Outcomes

On successful completion of the course, students will

CO1: To gain knowledge about citation index and citation database.

CO2: To gain knowledge of various laws of Bibliometrics

CO3: Learn various Software related to Bibliometrics data analysis.

CO4: Gained knowledge about bibliographical databases.

CO5: To learn about the research methods, statistical techniques, and their application in Metric studies.

Course Prepared By: Dr. P.Gomathi, Asst. Prof, DLIS.

22UPLIS1E08: LIBRARY NETWORKS CONSORTIA AND RESOURCE SHARING

Course Objectives

- To learn the need, purpose, and methods of resource sharing.
- To familiarize various library networks and Consortia.
- To know the features of different forms and sources of networks
- To know the process of retrieving databases and online/web information resources in the network environment

Unit- I

Resource Sharing: Need, Objectives Advantages, and Barriers; Resource Sharing through Networks.

Unit– II

Library Networks: Definition, Need, Initiatives in India: MYLIBNET, CALIBNET, DELNET, ADNET, BONET, PUNENET, MALIBNET, HYLIBNET, NICNET, ERNET, INFLIBNET, and BTISNET, etc.

Unit– III

Library Networks at International Level: OCLC, CURL, RLG, JISC, JANET, CALIS, and AARLIN.

Unit– IV

Consortium: Meaning, The chronology of the Indian Consortium, types of consortia – Central Funded Consortium, Open Consortia, Closed Consortia, National Consortia.

Unit–V

Initiatives in India:e-shodhsindhu consortium, FORSA, IIM Consortium, HELINET, Cera, MCIT Library Consortium, NKRC E-journal Consortium, ERMED Consortium, ICARNET, DAE Consortium.International: LYRASIS, Finnish National Electronic Library (FinELIb) in Finland library consortia, SCONUL - UK Academic Library Consortia, China Academic Library and Information System *(*CALIS*),* National *and* State Libraries Australasia *(*NSLA*)* eResources Consortium

Text&References:

1. Balakrishnan, Shyam Networking and the future of libraries. NewDelhi: Ess Ess, 2000.
2. Jha, Pavankumar. LibraryNetworksandNetworkbasedInformationServicesinIndia
3. Kaul, S. Information ResourceSharing Models in Developing Countries: a network emerging from the World Bank-supported environmental management capacity-building project. http://www.fh-posdan.de/~IFLA/INSPEL 01-1kasu.pdf
4. Prasad, Kiran.Information and Communication Technology. New Delhi: B.R.Publishers, 2004
5. Ramamurthy, C.R. Globalisation and Library Information Networking. New Delhi: AuthorPress, 2003
6. Manjunatha, K. &Shivalingaiah, D.: Electronic resources sharing in Academic libraries

Web Resources:

1. www.alibnet.org
2. www.calibnet.org
3. http://delnet.nic.in
4. http://www.angelfire.com/in/malibnet
5. http://www.inflibnet.ac.in
6. http://www.mylibnet.org
7. http://dsl.drdo.gov.in
8. http://malibnetonline.com/
9. https://ess.inflibnet.ac.in/
10. http://www.rri.res.in/htmls/library/forsa.html

Course Outcomes

On successful completion of the course, students will

CO1: Students familiar with consortia in different levels and subjects.
CO2: Attained knowledge of Library Networks.
CO3: Enable the students to obtain knowledge about online databases and resource sharing.
CO4: Gained knowledge in resource-sharing techniques and procedures.
CO5: To make the students aware of the latest developments and trends in the field of Resource sharing.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

22UPLIS1E09: USER EDUCATION

Course Objectives

- To learn the concepts of user education and user needs.
- To understand the need, purpose, and methods of user education.
- Identify different components of User Education.
- To know the methods of digital and online literacy.
- To orient on national and international standards and models of information literacy.

Unit – I
User Education: Meaning, Definition, and Need.

Unit – II
Types of User Education, Technology literacy, Media literacy, Computer, and Digital literacy.

Unit – III
Categories of the user; Information; needs; Information literacy Models. Methods of conducting Information Literacy.

Unit – IV
User Education at different types of Library Information literacy in India.Policies and Guidelines: UNESCO, IFLA, and ALA

Unit - V
User Education, Challenges of User Education, Trends in User Education, Remote access, Open source Journals, Free Ebooks, Infolibrarian

Text &Reference Books:

1. Lal, C, ed.Information Literacy in the Digital Age. New Delhi: EssEssPublication.2008
2. Welsh, Teresa S. & Wright, Melissa S.Information Literacy in the digital age: An evidence-based approach. Oxford: Chandos Publishing.2010
3. Grassian, Esther. &Kaplowitz, Joan R.Information LiteracyInstruction: theory and practice.New Delhi: EssEssPublication.2013

Web Resources:

- https://libguides.ala.org/InformationEvaluation/Infolithttps://youtu.be/aMlDQlsna1U
- https://uj.ac.za.libguides.com/c.php?g=581225&p=4012062
- https://en.wikipedia.org/wiki/Information_literacy

Course Outcomes

On successful completion of the course, students will

CO1: Identify suitable methods and techniques for conducting user education.
CO2: Take up User surveys and conduct information literacy programmes.
CO3: Demonstrate the different types and models of information Literacy.
CO4: Evaluate the effectiveness of the user education programme.
CO5: Understand the methods of conducting User education.

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS.

22URLISE10: INDUSTRY INFORMATION CENTRE (IIC)

Course Objectives

- UnderstandthenatureandfunctionsofIIC,
- GaincompleteknowledgeofinformationproductsandservicesneededforIIC,
- ProvidesuitableservicesrequiredforIIC.

Unit– I

Introduction–Need and Functions of Industries Libraries, types of users, and their needs.

Unit– II

Collection Development Objectives and Purpose, Collection development Planning, Implementation, and evaluation. Book selection procedure and policies. Selection and Acquisition of books, periodicals, technical reports, patents, standards, government documents, and non-book materials, including electronic publications: Library documents Organization of Information Resources, including non-book and electronic publications; Planning and Organization of Library and Information Services.

Unit–III

Web-enabled information services, Social networks – Blogs, Twitter, Facebook, ResearchGate, and Google Scholar.

Unit– IV

Industry Communication - Bulletin listing new books, pamphlets, and trade catalogs compilation of bibliographies.

Unit– V

Resource Sharing and Networking of Industry Libraries in India and International.

Course Outcomes

CO1: To be acquainted with the IIC,
CO2: To train students about the IIC, products, and services,
CO3: To train the students' use of blogs & social network sites to provide library services.
CO4: To develop acquaintance with the national and International level IIC.

Text&Reference Books:

1. Porter, Marjorie J., Best Practices for Corporate Libraries, Libraries Unlimited; 1edition,2011. (e-Book)
2. Connolly, Suzanne. Knowledge and Special Libraries: Series: Resources for the knowledge-based economy, Butterworth-Heinemann, 1999 (e-Book)
3. Bopp, Richard E., Reference and Information Services, ABC-CLIO, LLC, 2011. (e-Book)

Course Prepared By: Dr. P.Gomathi, Asst. Prof, DLIS.

22UPLIS1E11: OPEN EDUCATIONAL RESOURCES

Course Objectives

- To provide concepts, features, scopes, and advantages of open educational resources
- To introduce open access sources, policies, and licensing
- To train on the exploration and use of open resources: courseware, full-text journals database, ETDs, Patterns, standards, and multimedia resources
- To explore the use of open content in education, research, and their integration with library systems.

Unit – I

Definition, History, and Development of OER, Benefits of OER, Open Access Vs. Open Educational Resources, Types of OER – by content, functionality; Creative Commons Licensing System.

Unit –II

Initiatives of OER - Massachusetts Institute of Technology's OCW, Multimedia Educational Resources for Learning and Online Teaching (MERLOT), Macquarie E-Learning Centre of Excellence (MELCOE), Australia, Open Courseware Consortium, Tufts University, Tufts OpenCourseWare (OCW), AgEcon.

Unit – III

Indian Initiatives - Consortium for Educational Communication (CEC) - National Programme on Technology Enhanced Learning (NPTEL), IGNOU eGyankosh, .e -PG Patshala, Ekalavya, Creation of e-contents on Fermentation Technology, National Institute of Open Schooling (NIOS), Sakshat Portal, E – Pustakalaya, **SWAYAM, SWAYAM Prabha, Free and Open Source Software for Education (FOSSEE), E-Yantra, NDLI.**

Unit – IV

Institutional Repository: SHERPA - Securing a Hybrid Environment for Research Preservation and Access, SPARC - The Scholarly Publishing and Academic Resources Coalition, Open DOAR, National Repository of Open Educational Resources (NROER)

Unit – V

Role of Libraries; Case Study- UNESCO, Indian Academy of Science (IAS), Bangalore.

Text & Reference Books:

1. A Basic Guide to Open Educational Resources by UNESCO
2. Understanding OER by Commonwealth Learning
3. Giving Knowledge for Free the emergence of open educational resources by OECD

Web Resources:

i) http://www.cec.nic.in/
ii) http://www.elearningmicrobiology.com/
iii) http://www. egyankosh.ac.in/
iv) http://www. ekalavya.it.iitb.ac.in
v) http://www. epgp.inflibnet.ac.in/ IGNOU Online
vi) http://www.onlineadmission.ignou.ac.in/
vii) http://www. oer.nios.ac.in/wiki/index.php/Main.page
viii) http://www. nptel.ac.in
ix) http://uksg.metapress.com/media/d86tgdpafp4yvl806ywv/contributions/y/b/j/r/ybjrxgwpp57hvllf.pdf
x) http://www.col.org/programmes/technology-enabled-learning
xi) http://ocw.tufts.edu
xii) http://www.sherpa.ac.uk
xiii) https://sparcopen.org/
xiv) https://www.oercommons.org/
xv) https://www.merlot.org/merlot/index.htm
xvi) https://doaj.org/
xvii) http://www.oajse.com/
xviii) http://www.ias.ac.in/
xix) http://nopr.niscair.res.in/
xx) http://www.doabooks.org

Course Outcomes

On successful completion of the course, students will

CO1: To develop skills in Open Educational Resources

CO2: To acquire various Open Educational Resources in different disciplines.

CO3: Acquired knowledge of open access policy and its impact on the academic community

CO4: Attained the capabilities of exploring international and national scholarly open access databases

CO5: Acquired knowledge about information literacy of scholarly open access Information systems at national and international

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

22UPLIS1E12: MARKETING OF INFORMATION PRODUCTS AND SERVICES

Course Objectives

- To understand the value of information as an economic resource and its management.
- To learn the marketing strategies of information products and services.
- To understand the common problem faced by the users to access the information Product & services.

Unit - I

Information as a Commodity and Resource: Economics of information– Marketing Concepts, Need, and Scope– Marketing Strategies – Marketing LIS.

Unit - II

BCG Matrix Model – Product Market Mix– Product Life – Cycle – Pricing Information– Competition Analysis

Unit - III

Kotler'sFour C's – McCarthy's Four P's.Corporate Mission

Unit - IV

Market Segmentation and Targeting– Geographic and Demographic Segmentation– Behavioral Segmentation– User Behaviour and Adoption– Marketing Advertisement.

Unit - V

Information and Publishing Industries– NationalandInternational– E-Marketing, Social Media in Marketing of Information, Marketing of Information Products and Services

Texts & Reference Books:

1. Mah – E – BushraAsghar and Rubina Bhatti, Marketing of library and information services and products, Lambert Academic Publishing, 2012.
2. HareRam Singh, E-Marketing, Anmol Publications Pvt. Ltd., New Delhi, 2011 Bahuguna, Pallavi, International Marketing, Anmol Publications Pvt. Ltd., New Delhi,2011.
3. Philip T. Kotler, Principles of Marketing, Pearson Publications, Gary Armstrong, University of North Carolina, 2016.

Web Resources:

1. https://en.wikipedia.org/wiki/Marketing_mix
2. https://epgp.inflibnet.ac.in/epgpdata/uploads/epgp_content/library_and_information_science/information_sources,_systems_and_services/26._international_information_systems__programs_/et/1941_et_et.pdf

Course Outcomes

Upon successful completion of the course, students will

CO1: Acquire marketing skills for information products and services.
CO2: They gained the knowledge of pricing of information.
CO3: Gained knowledge regarding the role of information industries
CO4: Developed the skills set in the marketing of information products and services matching user needs.
CO5: Attained the skills of information products and marketing based on user demands.

Course Prepared By: Dr. E.S.Kavitha, Asst. Prof, DLIS.

22UPLIS1E13: INTELLECTUAL PROPERTY RIGHTS

Course objectives

- To make the students aware of IPR and the Right to Information access.
- To get knowledge of patents, copyright, and the Information Technology Act.
- To explore the legislation and IPR issues related to the discipline.
- To know the various National and International IPR organizations.

Unit -I

Intellectual Property Rights–Definition-Need and Purpose-Forms of IPR – IPR in Digital Era-Right to Information – Definition – Need and Purpose

Unit -II

Copyright Law – Copyright Act-– Need –Violations of the Copyright Law –in Pre- Information Technology –Plagiarism.

Unit- III

Cyber Crimes –Definitions –Types of Cyber Crimes-Protections

Unit -IV

Cyber Laws - Copyright status- Nature of Copyright - Subject matter of copyright: original literary, dramatic, musical, artistic works. - Digital Information system in Libraries International Status-Implementation.

Unit- V

Legislation- Control and Supervision-Merits andDemerits-Patents–Standards

Text&ReferenceBooks:

1. Mahajan, V.D.Jurisprudence and Legal Theory. Easter Books, New Delhi,2001
2. Narayan, P.S.IntellectualPropertyLawinIndia.GogiaLawAgency, Hyderabad,2001
3. Sharma, B.Copy right Law in respect of Books. Federation of Indian Publishers, New Delhi, 2006
4. Satarkar. S.P Intellectual Property Rights and Copyright, EssEss Publications, New, Delhi, 2003.

web resources:

1. https://www.wipo.int/about-ip/en/
2. https://www.w3.org/IPR/

Course outcomes

On successful completion of the course,

CO1: Acquired knowledge about the fundamentals of IPR, Copyrights, and Right to Information ACT, National and International IPR Organizations such as IPO and WIPO.

CO2: Gained knowledge about the Forms of IPR: Patents, Designs, and Trademarks.

CO3: Attained the information of Knowledge Commission and Right to Information Act and features of Copyright Act.

CO4: Developed awareness about copyright violations, Plagiarism, and the illegal impact.

CO5: Learned knowledge of how to create different kinds of copyright forms for their property.

Course Prepared By: Dr. M.Palaniappan, Asst. Prof, DLIS.

22UPLIS1E14: DIGITAL CONTENT MANAGEMENT SYSTEMS

Objectives:

- To learn the elements of the Content Management System (CMS).
- To use various hardware tools in creating and displaying CMS.

Unit – I

Introduction; Digital document management, records management, digital asset management. Principles of CMS. CMS Architecture. System and data integration in CMS. Applications. CMS and Community Information Systems.

Unit - II

Content Management Software: Drupal, Joomla, TCP/IP, FTP, SSHD. Web servers: Apache etc.

Unit – III

Content Management Tools and techniques: Drupal, Portal, e-learning, Content Management Practice. HubSpot, Squarespace, Wix, WordPress.

Unit – IV

Content Organizations in the Digital Space Indexing and knowledge representation KOS, Ontology, and topic maps.

Unit –V

Case studies – Content Management System in Corporate and Special Libraries

Text & References:

1. Michael, E.D. Koenig, Knowledge Management Lessons Learned, New Delhi, Ess Ess Publications,2008
2. Al-Hawamdeh, Suliman (2003). Knowledge Management: cultivating knowledge professionals. Oxford: Chandos Publ.
3. Arvidsson, Niklas (2000). Knowledge management in the Multinational enterprise. p.176-163 IN The Flexible firm: capability management in network organizations/edited by Julian
4. Holsapple, Clyde W. (ed.) (2003). Handbook on Knowledge Management 1: Knowledge Matters. New Delhi: Springer.

5. Tiwana, Amrit. The knowledge management toolkit: practical techniques for building a knowledge management system. Prentice-Hall PTR, 2000

Learning Outcomes:

- Students can develop subject gateways
- Students will be capable of using web 2.0 tools for library services.

Course Prepared By: Dr. P.Gomathi, & Dr. M.Jayaprakash, Asst. Prof, DLIS.

SUPPORTIVE COURSES

22UPLIS1S01: INFORMATION RESOURCES ON STEM

Course objectives

- To provide concepts, features, scopes, and advantages of STEM resources;
- To study various information sources in science, Technology, Engineering, and Mathematics (STEM).
- To familiarize various institutional repositories related to STEM.

Unit–I

Science–Natural, Physical Science, Engineering and Technology; Types of Information Sources: Documentary, Non-Documentary–Print and Non-Print-Electronic, Primary, Secondary, Tertiary sources, Internet source, Grey Literature. Information Searching: Manual and Electronic

Unit–II

ReadyReferenceSource–TypesandValue–Dictionaries, Encyclopedias– Biographical–HandbooksandManuals–Geographical–Abstracting and Indexing sources. Yearbooks and Almanacs, Biographical sources, Geographical sources, Bibliographical sources, Abstracting and Indexing periodicals, Handbooks and Manuals, Current sources, and Statistical Information sources

Unit–III

Journal article Databases: IEEE / IEL Electronic Library /Xplore,ACM,ASME,ASCE,ASTM,ScienceDirect,ProQuest,EBSCO,IET,GaleCengage,AmericanChemicalSociety,AmericanInstituteofPhysics,American Mathematical Society, BioMed Central, WileyBlackwell, DOAJ, NOPR, Royal Society of Chemistry,IndMED. Emerald, PsycINFO, Elsevier Science, PubMed Central, J-Gate, J-Store, SciFinder Scholar, PLOS, RePEc

Unit–IV

Bibliographical Databases: Scopus, Web of Science, Index Copernicus, Google Scholar, EiCompendex, SciFinder Scholar, MathSciNet, JCCC.

Unit– V

Institutional Repositories: OPENDOAR, Indian Open Access Repositories (OAJSE). Institutional Repositories. Case study of select digital Libraries and IRs. California Digital Library; Alexandria Digital Library; ArXive; Cogprintis; Vidyanidhi.

Text&Reference Books:

1. NarendraDodiya,InformationServices,EssEssPublications,NewDelhi,2015
2. Gurdev, Singh, InformationSources, ServicesandSystems, Delhi, PHILearningPrivate Limited, 2013.
3. Gorman, Digital Features in Information and Library Services, Chennai, Allied Publishers, 2002.

web resources:

1. http://guides.lib.purdue.edu/stemed
2. http://paniit.iitd.ac.in/indest/index.php/e-resourc
3. https://www.scopus.com/home.uri
4. https://apps.webofknowledge.com
5. http://www.rsc.org/
6. https://doaj.org/
7. http://www.opendoar.org/
8. http://roar.eprints.org/
9. http://www.oajse.com/rioar_a-z_list.htm

Course outcomes

On successful completion of the course,

CO1: To understand various types of Information resources on STEM.

CO2: To Identify and use STEM resources available over the Internet.

CO3: To develop evaluation and practical skills in dealing with STEM information sources.

CO4: To familiarize with Digital Information Services; Institutional Repository, Web OPAC, Online DDS, Citation, and Indexing Services.

Course Prepared By: Dr C.Murugan, Prof & Head; Dr. M.Palaniappan, Asst. Prof, DLIS.

22 UPLIS1S02: INFORMATION SEARCH STRATEGIES AND TECHNIQUES

Course objectives

- The types of information searches
- The formulation of search strategies
- The types of search techniques
- The use of search techniques in information retrieval
- The application of search techniques to various search tools

Unit -I

Information retrieval–Fundamental-Information retrieval system- Quantitative Information - Qualitative Information.

Unit -II

Search tools–Vocabulary control tools-Thesaurus-Management of Client-Server Technology.

Unit -III

Search strategy –Search formulation-Search statement-Citation searching other variations in search tools.

Unit -IV

Search techniques- Boolean logic Truncation- Weighted term logic--Boolean Searching – Sorting techniques,

Unit –V

Information retrieval evaluation criteria –Major information retrieval studies-ASLIB Crane field study, MEDLARS-SMART-FAIRS-TREC, Focused crawler-spider trap-robots exclusion standard - Distributed web crawling-web archiving- website mirroring software - Web search query-voice search-Natural language search engines.

Text &Reference Books:

1. Salton, G, and Mcgill, M.J. Introduction to Modern Information Retrieval, McGraw Hill, NewYork, 1986
2. Chowdhury, G.G Introduction to modern information Retrieval, Facet Publishing, 2009
3. Utpal.Banerjee Management Strategy for Information Technology, Concept Publishing

Company, 2008

4. Korfhage, Robert R.Information storage and retrieval New York: JohnWiley &Sons,
5. Salton, G.,&McGill, M.J. Introduction to modern information retrieval. New York: McGraw-Hill.
6. Lancaster, F.W.Information Retrieval Systems. New York: John Wiley&Sons, 1979

Search for Strategy; politics and strategic vision, Guertner, publishing ABC-CLIO.

Web Resources:

1. https://uj.ac.za.libguides.com/c.php?g=581225&p=4011505
2. https://library.dsu.edu/c.php?g=22496&p=133198
3. https://www.iro.umontreal.ca/~nie/IFT6255/IR-Evaluation.pdf
4. https://www.ncbi.nlm.nih.gov/pmc/articles/PMC2000779/

CourseOutcomes

Upon successful completion of the course, students will,

CO1: To learn the application of search techniques to various search tools.

CO2: To develop and execute a research strategy appropriate to the field.

CO3: To determine the perceived knowledge and navigational skills for searching on the internet.

CO4: To know the different search techniques adopted while searching for information on the internet.

CO5: Select the appropriate search tool for the required information in the digital environment

Course Prepared By: Dr. M.Palaniappan, Asst. Prof, DLIS.

M.Lib.I.Sc Syllabus under CBCS Pattern effect from 2022 - 2023 Onwards
Periyar University, Salem

22UPLIS1S03: E-RESOURCES

Course Objectives

- To help in understanding the types and scopes of Electronic information sources;
- To know features and different forms of information sources
- To know the process of retrieving databases and online/web information resources in the network environment.
- To describe how to evaluate different e-resources.

Unit–I

Definition; Types of E-Resources – e-books, e-journals (individual Titles / Collections), reference works, bibliographies, ETDL; Types of Access restrictions, Open Access Vs. Open Educational Resources;

Unit–II

Databases – Definition, Full text, Bibliographical, and Citation databases. Subject Gateways, Institutional Repository, Web Directory.

Unit – III

Management of E-Resources (ERM) – Selection / Addition New Content – Implementing - Trial – Activation-Review / Assessment – Preservation; Licensing - Access – Iinternet Pprotocol (IP) Range; Off Campus / Remote Access; SSO; Usage Report – Counter.

Unit–IV

Various ERM Software - CORAL (Open Source), E-Matrix (Open Source), EBSCO ERM ESSENTIAL, Gold Rush, The Semper Tool Digital Library Suit, TDNet Discover.

Unit – V

Evaluation of e-Resources – Authority, Currency, Quality, Scope, Value-added features.

Text&References:

1. Emery, J., Stone, G., & McCracken, P. (2019). Techniques for electronic resource management: TERMS and the transition to open.
2. G.G.Chowdhury and Sudatta Chowdhury.Information Sources and Searching on the World Wide Web. London: Facet Publishing, 2001.

3. Gopinath, M.A: Information Sources and Communication Media. DRTCAnnualSeminar, Bangalore-1984.
4. Johnson, P. (2014). Fundamentals of collection development and management. American Library Association.
5. Oza, N.D (2019) Electronic Resource Management Systems (ERMS) An Overview

Web Resources

1. https://www.youtube.com/watch?v=Pr3TJeavlzA
2. https://www.youtube.com/watch?v=fgu7xQOyMVM
3. https://www.youtube.com/watch?v=rbJEARDuFag&list=PLWuYED1WVJINmn9Vc_sBlgMRFEYkD7kw-&index=1
4. https://youtu.be/L5rVH1KGBCY
5. https://www.youtube.com/watch?v=gzRgknylTEM

Course Outcomes

On successful completion of the course,

CO1: To be familiar with the variety of electronic information sources.

CO2: Gained knowledge about various reference and bibliographical sources.

CO3: Tend to use web-based electronic information sources found through search engines.

CO4: Students could identify databases/resources relevant to their major field of study.

CO5: Ability to analyze and Evaluate Electronic Information sources.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.

VALUE-ADDED COURSES

22UPLIS1VAC1 Massive Open Online Course (MOOC)

Course Objectives:

- To explore the use of open content in education, research
- To understand the concepts of various Open access initiatives and open courseware

Unit – I

MOOCs: Introduction, Definition, Characteristics, Types and Categories Difference between Proprietary and Open source, Open Vs. Free resources.

Unit - II

Development of MOOC: MIT Open Courseware, Khan Academy, MERLOT, Coursera, NPTEL, IGNOU, NIOS, SWAYAM, NCERT, CIET, e-GyanKosh, and e-PG Pathshala

Unit – III

Open Access Initiatives: DOAJ, OAJSE, Indian Academy of Science, NISCAIR Online Periodicals Repository, DOAB, Digital Library of India, OER Commons, Project Gutenberg, Utah Open Textbook, National Repository of Open Educational Resources (NROER).

CourseOutcomes:

- Understand the various MOOC technologies and Learn the contents.
- Gain knowledge of the different types of Online learning portals.

Web Resources:

1. https://www.oercommons.org/
2. http://www.olenepal.org/e-pustakalaya/
3. http://www.sakshat.ac.in/
4. https://www.merlot.org/merlot/inde
5. www.khanacademy.org
6. www.coursera.org
7. https://ocw.mit.edu/index.htm
8. https://swayam.gov.in/
9. https://epgp.inflibnet.ac.in/
10. https://www.merlot.org/merlot/

Course Prepared By: Dr. N.Radhakrishnan, Prof, DLIS.

22UPLIS1VAC2: GREEN LIBRARY

Course Objectives:

- To help the students learn the upkeep and maintenance of the physical environment of the library atmosphere in an anesthetic as well as energy-saving manner supported by Green technologies.

Unit – I

Definition, Need for GL, Library Building, Furniture

Unit – II

Library Environment Pollution free, Cleanliness, Developing Garden Library, Energy Consumption in Libraries; Energy-saving methods.

Unit – III

Conservation and preservation of Library resources through natural and traditional methods. Role of initiatives - United Nations Development Programme (UNDP), IGBC (Indian Green Building Council), and LEED (Leadership in Energy and Environmental Design). Role of Green Librarian

Texts & Reference Books

1. Antonelli, Monika. 2008. "The Green Library Movement: An Overview and Beyond," Electronic Green Journal 1, no. 27, Article 1. (Accessed May 14, 2013).
2. Boyden L.and J. Weiner. 2000. "Sustainable libraries: Teaching environmental responsibility to communities" [Electronic version]. The Bottom Line, 13(2), 74 -82.
3. Brown, B. 2003. "The new green standard: With the LEED rating system in place, it is easier to make sure your new library saves money as it treads lightly on natural resources" [Electron Version]. Library Journal, 128(20), 61-4.
4. Echavarria Robinson, Tami. “Sustainable Practices: Thinking Green is a Good Option for Libraries.” Alki. Mar.2011, Vol. 27 Issue 1, p. 6-8.
5. Jankowska, Maria Anna and James W. Marcum. 2010. "Sustainability Challenge for Academic Libraries: Planning for the Future." College & Research Libraries. March 2010 71:160-170. (Accessed May 14, 2013).
6. Le Ber, Jeanne M., and Joan M. Gregory, "Becoming Green and Sustainable: A Spencer S. Eccles Health Science Library Case Study," Journal of Medical Library Association 92, no. 2 (2004): 266–68. (Accessed May 14, 2013).

Course Outcomes:

- At the end of the learning program of this paper, the student should have
- This course will help keep abreast of new trends and technologies arising in libraries.

Course Prepared By: Dr. E.S.Kavitha, Asst. Prof, DLIS.

M.Lib.I.Sc Syllabus under CBCS Pattern effect from 2022 - 2023 Onwards
Periyar University, Salem

22UPLIS1VAC3: CITATION METRICS

Course Objectives:

- To make students understand the concept and relevance of citation,
- To teach the students to calculate the citation metrics for individuals, researchers, and Institutions,
- To teach the students the application of indicators of citation and the growth of literature in-universe of knowledge

Unit- I
Citation and Citation Analysis: Concept, definition, evolution, and applications.

Unit- II

Citation Databases: Scopus, Web of Knowledge, Web of Science, Google Scholar, Cross Reference, P/P, and Pub Med.

Unit- III

Research Metrics Impact Factors– Journal, Institutional, and Authors; h-Index, g-Index, i10Index.

Texts &Reference Books:

1. Belikov, A.V.; Belikov, V.V. (2015)." Acitation-based, author-and age normalized, the logarithmic index for evaluating individual researchers independent of the number of publications".logarithmic index for evaluating individual researchers independent of the number of publications ."F1000Research4: 884.Doi: 10.12688/f1000research.7070.1
2. Braam, Robert.R.(1991).Mappingofscience: Foci of intellectual interest in scientific literature. DSWO Press.ISBN90-6695-049-8.
3. Hamdaqa, M.; AHamou-Lhadj (2009).CitationAnalysis: AnApproachforFacilitating theUnderstandingandtheAnalysisofRegulatoryComplianceDocuments.LasVegas, NV: IEEE.pp. 278–283.Doi: 10.1109/ITNG.2009.161. ISBN978-1-4244-3770-2.
4. Levine-Clark, M., & Gil, E. L. (2008). A comparative citation analysis of Web of Science, Scopus, and Google Scholar. *Journal of Business & Finance Librarianship, 14*(1), 32-46.

5. Aksnes, D.W. (2006), Citation rates and perceptions of scientific contribution. Journal of the American Society for Information Science and Technology, 57(2), p.169-185.

Web Resource:

1. http://dspaces.uok.edu.in/jspui/bitstream/1/193/1/Citation%20Analysis%20of%20Library%2
2. https://scholar.google.co.in/intl/en/scholar/metrics.html
3. https://www.scimagojr.com/

Course Outcomes

- To understand the concept, theories, laws, and parameters of citation metrics.
- Gained the knowledge of Citation Tools and Techniques
- To understand the theory of citing, different forms of citations, Impact Factor, and H Index.

Course Prepared By: Dr. P.Gomathi, Asst. Prof, DLIS.

22UPLIS1VAC4: PUBLICATION ETHICS, AUTHOR, AND JOURNAL METRICS

Course objectives:

- To understand the ethical aspects of research
- To become familiar with various publishing tools
- To become familiar with research indexing databases
- To learn about different research metrics

Unit 1: Publication Ethics

Definition and importance; Publication misconduct - falsification, fabrication, manipulation, redundant publication, and Plagiarism.

Violation of publication ethics, authorship, and contributorship

Predatory publishers and journals

Codes of conduct: COPE, WAME, etc

Unit 2: Software tools

SHERPA/RoMEO online resource to check publisher

SHERPA/Juliet online resource for funders' policies on open access

Journal finder/journal suggestion tools viz. JANE, Elsevier Journal finder, Springer, Journal Suggester, etc.

Use of plagiarism software like Turnitin, Urkund, and other open-source software tools

Unit 3: Database and research metrics

Indexing & Citation database: web of Science, Scopus, PubMed, etc.

Journal Metrics: Impact factor of Journal (JCR), SNIP, SJR, ACPP, Cite Score Metrics

Author Metrics: h-index, g-index, i-10 index, altmetric

Texts &Reference Books:

1. Academic Integrity and Research Quality (2021), Secretary, University Grants Commission, New Delhi.
2. Research Evaluation Metrics (2015), the United Nations Educational, Scientific and Cultural Organization, France.

Web Resources:

1. https://publicationethics.org/
2. https://www.wame.org/
3. https://www.openaccess.nl/en
4. https://opensource.com/resources/what-open-access
5. https://oaspa.org/
6. https://www.turnitin.com/
7. https://www.urkund.com/
8. Open Source Software Tools: https://elearningindustry.com/top-10-freeplagiarism-detection-tools-for-teacher
9. Grammarly: https://www.grammarly.com/
10. FigShare: https://figshare.com/
11. Mendeley: https://www.mendeley.com/?interaction_required=true
12. Endnote: https://endnote.com/
13. Zotero: https://www.zotero.org/
14. Web of Science: https://mjl.clarivate.com/home
15. SCOPUS: https://www.scopus.com/
16. PubMed: **https://pubmed.ncbi.nlm.nih.gov/**
17. SHERPA/RoMEO; Online Resources for Publisher Copyright & Self-archiving Policies: http://sherpa.ac.uk/romeo/index.php
18. Software Tool to identify Predatory Publications developed by SPPU: https://ugccare.unipune.ac.in/Apps1/User/Web/CloneJournals
19. Journal Finder/ Journal suggestions tools
20. JANE: https://jane.biosemantics.org/
21. Elsevier Journal Finder: https://journalfinder.elsevier.com/
22. Springer Journal Suggester: https://journalsuggester.springer.com/

On completion of this course, the students would be able to:

- Will have a positive attitude towards the publication of research
- By knowing the issues and options of research publication
- Obtain knowledge of research publishing practices such as fairness, honesty, and integrity
- Develop professional competence and expertise in research tools.

Course Prepared By: Dr. C.Murugan, Prof & Head, DLIS.