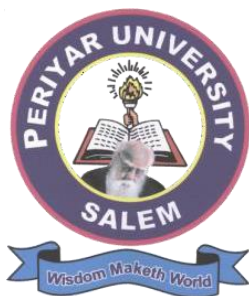


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# PERIYAR UNIVERSITY

## SALEM 636 011



M.Lib.I.Sc DEGREE

Library and Information Science

REGULATIONS AND SYLLABUS

(Effective from the Academic year 2023-2024 and thereafter)

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Faculty Members

Dr. C. Murugan	<b>Professor and Head</b>
Dr. N. Radhakrishnan	<b>Professor</b>
Dr. E.S. Kavitha	<b>Assistant Professor</b>
Dr. P. Gomathi	<b>Assistant Professor</b>
Dr. M. Palaniappan	<b>Assistant Professor</b>

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

**OBE REGULATIONS AND SYLLABUS**

(With effect from the academic year 2023 - 2024 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.

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**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.

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### **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.

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**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.

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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 **91** credits.

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**9. CBCS- Structure of the Programme**  
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	23UPLIS1C01	Foundation of Library and Information Science	7	3	5	25	75	100
	23UPLIS1C02	Information Processing – Classification and Cataloguing Theory	7	3	4	25	75	100
	23UPLIS1C03	Management of Library and Information Centers	6	3	4	25	75	100
	23UPLIS1C04	Information Processing Classification Practice (DDC & CC)	5	3	4	40	60	100
	23UPLIS1E01 (Generic)	Application of Information Communication Technology in Libraries	5	3	3	25	75	100
Semester- II	23UPLIS1C05	Information Sources and Services	6	3	5	25	75	100
	23UPLIS1C06	Library Automation and Digital Library (Theory)	6	3	5	25	75	100
	23UPLIS1C07	Information Processing – Cataloguing Practice AACR-II and UDC	6	3	4	40	60	100
	23UPLIS1E02 (Discipline centric)	Academic Library system	4	3	3	25	75	100
	23UPLIS1E03 (Generic)	Library Networks Consortia and Resource Sharing	4	3	3	25	75	100
	23UPPGC1H01	Fundamentals of Human rights	2	3	1	25	75	100
Semester-III	23UPLIS1C08	Information Retrieval Systems	6	3	5	25	75	100
	23UPLIS1C09	Research Methodology	6	3	5	25	75	100
	23UPLIS1C10	Library Automation and Digital Library(Practice)	6	3	5	40	60	100
	23UPLIS1E04	Industry Information Centre	3	3	3	25	75	100

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	NME II	Research and Publication Ethics	3	3	2	25	75	100
		Internship (Report and Presentation)	21 days	0	8	40	60	100
<b>Semester- IV</b>	23UPLIS1C11	Marketing of Information Products and Services	6	3	5	25	75	100
	22UPLIS1C12	Metric Studies	6	3	5	25	75	100
		Project with viva	10	3	7	40	60	100
	23UPLIS1E05 (Discipline centric)	Open Educational Resources	4	3	3	25	75	100
		Skill Enhancement	4	3	2	25	75	100
		Extension Activity		3	1	25	75	100
	Total Credits				<b>92</b>	<b>650</b>	<b>1650</b>	<b>2300</b>

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**FIRST SEMESTER**

**23UPLIS1C01: FOUNDATION OF LIBRARY AND INFORMATION SCIENCE**

**Course Objectives**

- To know the concepts of information and different types of libraries and information enters.
- 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 Library profession.
- To know the role of information in the development of society.

**Unit –I**

Nature of Information: Definition: Data, Information, Knowledge and Wisdom, 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.

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**Text & Reference Books:**

1. Richerd E Rubin. Foundations of Library and Information Science .New York, Neal-Schuman Publishers. 2004.
2. Reitz, JoanM. Dictionary for Library and Information Science. 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. Public Library Legislation in the New Millennium: New Model Public Library Acts for the Union, States and Union Territories. Delhi: Book well, 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>

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**Course Outcomes**

Upon successful completion of the course, students will

<b>CO1</b>	Understand the fundamental concepts and types of Libraries.	K1	LO
<b>CO2</b>	Know the effective communication with a variety of audience	K2	LO
<b>CO3</b>	Equip themselves with codes of ethics & fundamental laws of library science.	K3	LO
<b>CO4</b>	Understand library legislation & RTI.	K2,K4	HO
<b>CO5</b>	Evaluate the role, functions, and responsibilities of Library associations at the National and International levels.	K5	HO

K1- Remember, K2- Understand, K3- Apply, K4- Analyze, K5- Evaluate, K6- Create

**Mapping with Programme Outcomes**

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
<b>CO1</b>	S	S	-	S	S	M	S	M	M	-	-	S
<b>CO2</b>	S	S	-	L	M	S	M	M	S	-	-	M
<b>CO3</b>	S	M	-	S	S	M	L	M	M	-	-	S
<b>CO4</b>	S	S	-	M	M	S	M	L	S	-	-	M
<b>CO5</b>	S	M	-	S	S	M	L	M	M	-	-	L

S- Strong; M-Medium; L-Low

**23UPLIS1C02: INFORMATION PROCESSING – CLASSIFICATION &  
CATALOGUING THEORY**

**Course Objectives**

- To understand the concepts of knowledge organization.
- To learn the various classification schemes.
- To provide a historical and theoretical foundation for Cataloguing
- To understand principles of cataloguing codes
- To understand different forms of cataloguing

**Unit- I Library Classification**

Concept, Purpose, Functions - Canons and Postulates - Knowledge Classification and Book Classification - Notation: Meaning, Need, Functions, Types, Qualities, Call number

**Unit- II Subject Formation and Laws of Classification**

Modes of Subject Formation - Different Classification Schemes (DDC, UDC and CC), Normative Principles of Classification - Canons, Laws, Principles and their implications. Fundamental categories - Facet Sequences: Phase - Facet analysis

**Unit-III Catalogue and Law of Catalogue**

Meaning, Purpose, Structure, types and Functions, Normative Principles of Cataloging - Canons Laws Principles and their Implications.

**Unit- IV Types and Standard of Catalogue**

Types of Catalogues -Physical Forms- Inner Forms- Subject Catalogues, Sear's List, Chain Indexing. Subject heading lists; thesauri and vocabulary control, Formats and Standards – ISBDs; MARC 21, Dublin Core, ISO 2709, UNIMARC, CCF and National formats.

**Unit- V Catalogue Arrangement**

Centralized and Co-operative Cataloguing - Union Catalogue- Arrangement and Filing of Entries. Organization of digital resources, DOI.

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**Text & Reference Books:**

1. Krishna 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. Susan Batley: Classification in theory and practice, 2<sup>nd</sup> Ed, Chandos publishing 2014.
4. Ranganathan, S.R&Malur Aji Gopinath, Prolegomena to Library Classification, Ess Ess Publications, 2006.
5. Maxwell, R. L. & Connell, T. H. (Eds,) Future of cataloguing. Chicago: ALA, 2000.

**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>
4. <http://krishikosh.egranth.ac.in/bitstream/1/20325/1/46129.pdf>
5. [https://en.wikipedia.org/wiki/Library\\_catalog](https://en.wikipedia.org/wiki/Library_catalog)

**Course Outcomes**

Upon successful completion of the course, students will,

<b>CO1</b>	Students will understand the process related to constructing classification numbers.	K1
<b>CO2</b>	Students will be able to know various systems for Classification.	K2
<b>CO3</b>	To familiarize students with the process of cataloging a document.	K3
<b>CO4</b>	To attain the capabilities for retrieving the documents using a	K4
<b>CO5</b>	To make the students aware of the latest developments and trends in the field of cataloguing.	K5

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Mapping with Programme Outcomes

<b>COs</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	<b>PO9</b>	<b>PO10</b>	<b>PO11</b>	<b>PO12</b>
<b>CO1</b>	S	S	-	S	S	M	S	M	M	-	-	S
<b>CO2</b>	S	S	-	M	L	S	M	M	S	-	-	M
<b>CO3</b>	S	M	-	S	S	M	L	M	M	-	-	S
<b>CO4</b>	S	S	-	M	M	S	M	L	S	-	-	M
<b>CO5</b>	S	M	-	S	S	M	L	M	L	M	-	L

S- Strong; M-Medium; L-Low

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**23UPLIS1C03: 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) Schools of Management Thought and Functions of Management- Henri Fayal  
- Frederick Winslow Taylor - Scientific Management - Levels of Management  
- Management by Objectives.
- ii) 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 centres 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.

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**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, 2<sup>nd</sup> Edition, New Delhi.
3. Ranganathan, S.R.: Library administration. 2<sup>nd</sup> ed. Bombay, Asia
4. Ranganathan, S.R.: Library Book Selection, ESS ESS Publications, 2<sup>nd</sup> 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, 7<sup>th</sup> 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.easymangementnotes.com/levels-of-management/>
9. [https://www.youtube.com/watch?v=8FlgOZFnP\\_Q](https://www.youtube.com/watch?v=8FlgOZFnP_Q)
10. <https://www.youtube.com/watch?v=AYTz8EsQ3ok>

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**Course Outcomes**

On successful completion of the course, students will

<b>CO1</b>	Students understood management principles and other cross-disciplinary perspectives to develop best practices in libraries and information centres.	K1	LO
<b>CO2</b>	Understood the system of charging and discharging	K2	LO
<b>CO3</b>	Acquired knowledge of HRD, Budget, planning, and their relationship to the library environment	K3	LO
<b>CO4</b>	Students have gained the skills to handle information resources effectively, from gathering and organizing information to distributing and preserving it.	K4	HO
<b>CO5</b>	Able to facilitate a variety of audiences.	K5	HO

K1- Remember, K2- Understand, K3- Apply, K4- Analyze, K5- Evaluate, K6- Create

**Mapping with Programme Outcomes**

<b>COs</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	<b>PO9</b>	<b>PO10</b>	<b>PO11</b>	<b>PO12</b>
<b>CO1</b>	S	S	S	M	L	M	M	M	S	M	M	M
<b>CO2</b>	S	S	S	M	L	M	M	M	S	L	L	M
<b>CO3</b>	S	M	S	M	L	S	S	M	S	L	L	L
<b>CO4</b>	M	M	S	S	M	S	S	S	S	L	L	L
<b>CO5</b>	M	S	S	S	M	M	S	S	S	S	S	L

S- Strong; M-Medium; L-Low

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**23UPLIS1C04: INFORMATION PROCESSING –CLASSIFICATION  
PRACTICE**

**(DDC &CC PRACTICAL)**

**Course Objectives**

- To gain practical knowledge about classification schemes.
- To know the process related to construct classification numbers for library resources (DDC, UDC & CC).
- To learn the library classification practice using DDC 22nd ed and CC.

Classification of documents according to the latest edition of DDC/CC. Every student should maintain practical records and submit them same at the time of practical examination.

**Texts & Reference Books:**

1. DDC.23, OCLC Ohio, 2003
2. Ranganathan, S.R. Colon Classification Ed.6. Bombay, Asia Publishing House, 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](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,

<b>CO1</b>	Students will understand the scheme of knowledge classification. Demonstrate understanding of subject headings, and use current and appropriate classification schemes.	K1	LO
<b>CO2</b>	Students will understand the process related to constructing classification numbers.	K2	LO
<b>CO3</b>	The student understands three systems of Classification.	K2,K3	LO
<b>CO4</b>	Make the class number for books and other reading materials	K4	HO
<b>CO5</b>	Earned skills for classifying all documents, including on-book materials and micro Documents.	K5	HO

K1- Remember, K2- Understand, K3- Apply, K4- Analyze, K5- Evaluate, K6- Create

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Mapping with Programme Outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
<b>CO1</b>	-	-	M	S	-	M	S	S	-	-	-	L
<b>CO2</b>	-	-	L	S	-	M	S	M	-	-	-	L
<b>CO3</b>	-	-	L	S	-	S	M	S	-	-	-	M
<b>CO4</b>	M	-	M	S	-	S	M	M	-	-	-	
<b>CO5</b>	M	-	M	S	-	M	S	S	-	-	-	S

S- Strong; M-Medium; L-Low

**23UPLIS1E01: APPLICATION OF INFORMATION COMMUNICATION  
TECHNOLOGY IN LIBRARIES**

**Course Objectives**

- To learn basic concepts of information technology.
- To know the personal computer for word processing, spread sheets
- To Acquaint with the aspects of Computer Applications and Network Technology
- To know various kinds of academic and social networks
- To know the database management

**Unit I: 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: Internet Technology**

Basics of Internet, Search Engines and Meta Search Engines, Internet Search 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 IV: Academic Networks**

Social Science Research Network, Academia, LinkedIn, Research Gate, Google scholar, Info Librarian and Mobile applications

**Unit V: Database Management Systems**

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

**Texts & Reference Books:**

1. Rajaraman, V., Introduction to Information Technology, 3<sup>rd</sup>ed. New Delhi, PHI Learning Pvt. Ltd., 2018.
2. Rizwan Ahmed. P, Introduction to information Technology, Chennai, Margham Publications, 2013.

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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. MorGan Kaufmann, 2019.
6. Hills, H. Power Searching the Internet: The Librarian'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](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>

**Course Outcomes**

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, spread sheets, charts, and graphs

**CO3:** Students will understand various computer networks

**CO4:** Students will get exposure on various academic and social networks.

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

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Mapping with Programme Outcomes										
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	S	S	M	S	S	M	S	M	M	S
CO2	M	S	S	L	M	S	M	M	S	M
CO3	S	M	M	S	S	M	L	M	M	S
CO4	M	S	S	M	M	S	M	L	S	M
CO5	L	M	M	S	M	M	S	L	M	S

**S-Strong; M-Medium; L-Low**

## **SECOND SEMESTER**

### **23UPLIS1C05: INFORMATION SOURCES AND SERVICES**

#### **Objectives**

- To help students become familiar with different types of information sources.
- To train the students on various Library and Information Services in different library environments.
- To assist students in understanding how information systems work and their different types.
- To make aware of existing National and International Information Systems.

#### **Unit – I**

Types of Information Sources: Documentary - Primary, Secondary, Tertiary sources, Non-Documentary Sources - Human and institutional sources of information, government ministries and departments, R&D organizations, publishing houses, archives, data banks, information analysis centres, Electronic Sources - Internet source, Evaluation of Information Sources.

#### **Unit – II**

Reference Source – Types– Dictionaries, Encyclopedias – Biographical – Handbooks and Manuals – Geographical – Abstracting and Indexing sources.

Bibliographical Sources – INB, BNB. Electronic Information Sources – E-Books, E-Journals, Databases – Full text, Bibliographical and Citation, WWW, Repositories, Subject Gateways.

#### **Unit – III**

Information Services: Current Awareness Service, Selective Dissemination Service, Literature Search, Translation Service, Document Delivery Service – Print & Electronic document delivery, Referral Service, Web-based Information Services - Blogs, Online Reference service etc.

#### **Unit – IV**

Different kinds of information systems and Functions– NISCAIR - NASSDOC – DESIDOC – SENDOC – ENVIS, DELNET – INFLIBNET National Knowledge Networks

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**Unit – V**

Global Information System: INIS, AGRIS, INSPEC, MEDLARS, BIOSIS, ERIC, Patent Information System (PIS), Biotechnology Information System (BIS).

**Texts & References:**

1. Gurdev, Signh, Information Sources, Services and Systems, Delhi, PHI Learning Private Limited, 2013.
2. Krishan, Kumar, Reference Service, Vikas Publishers, New Delhi, 2008.
3. Sharma, C.K., Reference Service and Sources, Atlantic Publishers, Delhi, 2006.
4. Ranganathan, S.R., Reference Service, Ess Ess Publishers, Delhi, 2006.
5. Dhiman, Anil K., and Yashoda Rani, Learn Information and Reference Sources and Services, Ess Ess Publishers, New Delhi, 2005.
6. Devarajan, G. and Pulikuthiel, Joseph Kurien, Information Access, Tools, Services and Systems, Ess Ess Publishers, New Delhi, 2011.
7. Gorman, Digital Features in Information and Library Services, Chennai, Allied Publishers, 2002.

**Web Resources:**

<http://www.expertsmind.com/questions/qualities-of-indexing-and-abstractingperiodicals-30121941.aspx>

<https://egyankosh.ac.in/bitstream/123456789/35284/3/BLI-222%20B1-E.pdf>

<https://nios.ac.in/media/documents/SrSecLibrary/LCh-012.pdf>

<https://nios.ac.in/media/documents/SrSecLibrary/LCh-007.pdf>

<https://nios.ac.in/media/documents/SrSecLibrary/LCh-008.pdf>

<https://nios.ac.in/media/documents/SrSecLibrary/LCh-014.pdf>

**Learning Outcomes**

On successful completion of the course, students will,

<b>CO1</b>	They were introduced to different types of information resources.	<b>K1</b>
<b>CO2</b>	The students gained practical experience with various forms of resources.	<b>K2</b>
<b>CO3</b>	Students have developed the ability to find accurate information from different sources.	<b>K3</b>
<b>CO4</b>	They have improved their ability to evaluate information resources.	<b>K4</b>
<b>CO5</b>	Students can navigate traditional and digital scholarly resources, including web resources.	<b>K5</b>

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Mapping with Programme Outcomes

<b>COs</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	<b>PO9</b>	<b>PO10</b>	<b>PO11</b>	<b>PO12</b>
<b>CO1</b>	S	S	-	S	S	M	S	M	M	-	-	S
<b>CO2</b>	S	S	-	L	M	S	M	M	S	-	-	L
<b>CO3</b>	S	M	-	S	S	M	L	M	M	-	-	S
<b>CO4</b>	S	S	-	L	M	S	M	M	S	-	-	M
<b>CO5</b>	S	M	-	S	S	L	L	M	M	-	-	L

S- Strong; M-Medium; L-Low

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**23UPLIS1C06: 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 gain knowledge about various open source softwares.

**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. Overview of Library Management Software (LMS)

**Unit – III**

Digital Libraries Basics: Definitions, Concept, Characteristics, function sand 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, Over view of Digital Library Software - GSDL – DSPACE – EPRINTS

**Unit – V**

Content creation and Preservation: Digital content creation: files formats, Archives, and preservation; Institutional Repositories, Cloud Computing.

**Text&ReferenceBooks:**

1. Chowdhury, G.G, Introduction to Digital Libraries. London: Facet Publishing,2003
2. Deegan, Marilyn & Tanner, Simon, (2002) Digital futures: strategies for the information age. London: Library Association.
3. Lakshmi Kant Mishra, Automation and Networking of Libraries, New Age International, 2008.

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**Web Resources:**

1. [https://epgp.inflibnet.ac.in/view\\_f.php?category=38](https://epgp.inflibnet.ac.in/view_f.php?category=38)
2. [https://en.wikipedia.org/wiki/Digital\\_library](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 out comes**

On successful completion of the course,

<b>CO1</b>	To remember the need and purpose of Library automation	<b>K1</b>
<b>CO2</b>	To understand the software and hardware required for the automation	<b>K2</b>
<b>CO3</b>	To know the different kinds of digital Libraries and their initiatives	<b>K3</b>
<b>CO4</b>	To identify the standards, architecture methods for Digital Libraries	<b>K4</b>
<b>CO5</b>	To understand various kinds of open source software	<b>K5</b>
<b>K1 - Remember; K2 - Understand; K3 - Apply; K4 - Analyze; K5 - Evaluate; K6 - Create</b>		

<b>Mapping with Programme Outcomes</b>										
<b>COs</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	<b>PO9</b>	<b>PO10</b>
<b>CO1</b>	S	S	M	S	S	M	S	M	M	S
<b>CO2</b>	M	S	S	L	M	S	M	M	S	M
<b>CO3</b>	S	M	M	S	S	M	L	M	M	S
<b>CO4</b>	M	S	S	M	M	S	M	L	S	M
<b>CO5</b>	L	M	M	S	M	M	S	L	M	S

S-Strong; M-Medium; L-Low

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**23UPLIS1C07: 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 catalogue 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 record sand 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).Practical cataloguing AACR 2, New Delhi, Ess Ess Publications.
2. Mohd.Sabir Hussain and Jamal Ahmad Siddiqui, (2018) Practical Cataloguing with AACR
3. Sehgal.R.L (2005) cataloguing manual AACR 2, New Delhi, Ess Ess Publications
4. Joseph Miller (2010) SEARS List of 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](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>

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**Course Outcomes**

Upon successful completion of the course, students will,

<b>CO1</b>	Learn the cataloguing code and classification scheme.	K1	LO
<b>CO2</b>	Prepare the catalogue entries for print and on-print materials using AACR II.	K2	LO
<b>CO3</b>	To know various forms of Catalogue.	K3	LO
<b>CO4</b>	Create library catalogue according to the norms of AACR-II in a machine-readable format.	K4,K6	HO
<b>CO5</b>	To make the students familiar with Online Public Access Catalogue (OPAC)	K5	HO

K1- Remember, K2- Understand, K3- Apply, K4- Analyze, K5- Evaluate, K6- Create

**Mapping with Programme Outcomes**

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
<b>CO1</b>	S	L	L	S	M	L	M	M	L	-	-	M
<b>CO2</b>	L	M	M	S	S	S	-	M	M	-	-	S
<b>CO3</b>	M	M	M	S	S	M	-	S	M	L	L	L
<b>CO4</b>	M	S	S	S	L	M	-	L	M	M	M	M
<b>CO5</b>	S	L	M	S	M	S	M	L	S	S	S	M

S- Strong; M-Medium; L-Low

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**23UPLIS1E02: 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 critical 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 of Academic Libraries: Collection Development:-Selection of Resources, Nature, Types, and Policies. Financial Management of Academic Libraries, Curriculum and Collection Development, and 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-ShodhSindhu, Implications to Library Resource Sharing, Library Networks – DELNET, ERNET in India and International, Shodh Ganga, Shodh Gangotri, Vidya Mitra, IRINS, Vidwan database.

**Unit-V**

User education & Future trends: 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, New Delhi, Viva Books, 2001.
2. Devarajan, G, Resource Development in Academic Libraries, New Delhi, Ess Ess Publication, 1999.
3. Shrinath Sahai, Academic Library System, Ess Ess Publications, New Delhi, 2009.

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4. Gurudev Singh, Academic Library system and services, Ess Ess Publications New Delhi, 2015.

**Web resources**

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

**Course Outcomes**

On successful completion of the course,

<b>CO1</b>	Students perform managerial functions, including planning, budgeting, and evaluation of ALS.	K1,K2	LO
<b>CO2</b>	Apply recent management techniques and tools for improving the academic library Services.	K2.K3	LO
<b>CO3</b>	Familiar with various resources of Academic Libraries.	K2	LO
<b>CO4</b>	Acquired skills and knowledge pertaining Academic Library environment.	K4	HO
<b>CO5</b>	Create a Network of academic libraries and Share the resources through the network.	K5	HO

K1- Remember, K2- Understand, K3- Apply , K4- Analyze, K5- Evaluate,K6- Create

**Mapping with Programme Outcomes**

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
<b>CO1</b>	S	S	-	S	S	M	S	M	M	-	-	S
<b>CO2</b>	S	S	-	L	M	S	M	M	S	-	-	M
<b>CO3</b>	S	M	-	S	S	M	L	M	M	-	-	S
<b>CO4</b>	S	S	-	M	M	S	M	L	S	-	-	M
<b>CO5</b>	S	M	-	S	S	M	L	M	M	-	-	L

S- Strong; M-Medium; L-Low

### **23UPLIS1E03: 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:**

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

#### **Unit– II Library Networks at National Level:**

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, and National Consortia.

#### **Unit–V Consortia Initiatives in India& International:**

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) e-Resources Consortium

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**Text & References:**

1. Balakrishnan, Shyam Networking and the future of libraries. New Delhi: Ess Ess, 2000.
2. Jha, Pavankumar. Library Networks and Network based Information Services in India
3. Kaul, S. Information Resource Sharing 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, B.R.Publishers, New Delhi, 2004.
5. Ramamurthy, C.R. Globalization and Library Information Networking. New Delhi: Author Press, 2003
6. Manjunatha, K. & Shivalingaiah, D.: Electronic resources sharing in Academic libraries

**Web Resources:**

1. [www.alibnet.org](http://www.alibnet.org)
2. [www.calibnet.org](http://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>

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**Course Outcomes**

On successful completion of the course, students will

<b>CO1</b>	Students familiar with consortia in different levels and subjects.	K1	LO
<b>CO2</b>	Attained knowledge of Library Networks.	K2	LO
<b>CO3</b>	Enable the students to obtain knowledge about online databases and resource sharing.	K3	LO
<b>CO4</b>	Gained knowledge in resource-sharing techniques and procedures.	K2,K4	HO
<b>CO5</b>	To make the students aware of the latest developments and trends in the field of Resource sharing	K5	HO

Mapping with Programme Outcomes

<b>COs</b>	<b>PO1</b>	<b>PO2</b>	<b>PO3</b>	<b>PO4</b>	<b>PO5</b>	<b>PO6</b>	<b>PO7</b>	<b>PO8</b>	<b>PO9</b>	<b>PO10</b>	<b>PO11</b>	<b>PO12</b>
<b>CO1</b>	S	S	-	S	S	M	S	M	M	-	-	S
<b>CO2</b>	S	S	-	L	M	S	M	M	S	-	-	M
<b>CO3</b>	S	M	-	S	S	M	L	M	M	-	-	S
<b>CO4</b>	S	S	-	M	M	S	M	L	S	-	-	M
<b>CO5</b>	S	M	-	S	S	M	L	M	M	-	-	L

S- Strong; M-Medium; L-Low

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**Non Major Elective**

**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**

Ready Reference Source–Types and Value– Dictionaries, Encyclopedias– Biographical– Hand books and Manuals–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, Bio Med Central, Wiley Black well, 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, Ei-Compendex, Math SciNet, JCCC.

**Unit- V**

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

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**Text & Reference Books:**

1. NarendraDodiya, Information Services, EssEss Publications, New Delhi, 2015
2. Gurdev, Singh, Information Sources, Services and Systems, Delhi, PHI Learning Private 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](http://www.oajse.com/rioar_a-z_list.htm)

**Course outcomes**

On successful completion of the course,

<b>CO1</b>	To understand various types of Information resources on STEM.	K1	LO
<b>CO2</b>	To Identify and use STEM resources available over the Internet.	K1	LO
<b>CO3</b>	To develop evaluation and practical skills in dealing with STEM information sources.	K2	LO
<b>CO4</b>	To familiarize with Digital Information Services,;	K3	LO
<b>CO5</b>	Analyze and Evaluate Institutional Repository, Web OPAC Online DDS, Citation, and Indexing services.	K4,K5	HO

K1- Remember, K2- Understand, K3- Apply, K4- Analyze, K5- Evaluate, K6- Create

Mapping with Programme Outcomes

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
<b>CO1</b>	S	S	S	S	L	S	M	S	S	-	-	M
<b>CO2</b>	S	S	M	M	M	M	S	M	M	-	-	M
<b>CO3</b>	M	M	M	S	M	S	M	L	M	M	-	S
<b>CO4</b>	M	M	L	S	M	S	S	M	S	M	-	L
<b>CO5</b>	S	S	M	M	S	M	S	M	S	L	-	L

S- Strong; M-Medium; L-Low