Hemchandracharya North Gujarat University, Patan

(NAAC Accreditation Grade – "B")

पावका नः सरस्वती

Syllabus of Semester System

Master of Library & Information Science (M.L.I.Sc.)

(Effective from June -2010)

Department of Library & Information Science
Hemchandracharya North Gujarat University
Patan (Gujarat) - 384265

❖   Objective of the Course:

To equip the students with the advanced professional skills for the management of information knowledge, libraries, and information centers, so that they can serve the society through an institution of library and information centre or through consultancy of the institutional objectives.

To achieve the above objectives of the course programme, it needs to realize the following:

- To impart the students thorough understanding of patterns of knowledge development and its organization.

- To train the students in the advanced skills of information knowledge, gathering, Processing, organization and retrieval.

- To familiarize the knowledge about the characteristics of the information resources in society.

- To train the students in information knowledge analysis, repackaging and marketing.

- To provide the students thorough understanding of IT applications in information environment including networks and communication systems.

- To train the students in the analysis, planning and management of the systems of library and information centers.

- To provide an understanding of research methods and activities of research organizations.

- To understand the structure and department of the specific subjects / discipline and to prepare specialized professional manpower in the subject / discipline for handling information related activates.

- **The Scheme of Papers & Examination Pattern for one Year M.L.I.Sc. Course (System semester) shall be as follows:**

Semester – I

Paper No.	Name of the Paper	Theory	Practical	Examination Marks		Total Marks	Exam Time
				Ext.	Present - 5 Assignments -5 Seminar – 10 Internal Exam – 10 (5+5+10+10=30)		
1	Information and Communication	100	-	70	30	100	3 Hrs
2	Information Technology (Theory)	100	-	70	30	100	3 Hrs
3	Information Technology (Practice)	-	100	70	30	100	3 Hrs
4	Research Methods & Statistical Techniques **OR** (Elective) Special Library & Information System **OR** (Elective) Data Communication & Networking	100	-	70	30	100	3 Hrs
Total Semester – I		**300**	**100**	**280**	**120**	**400**	

Semester – II

Paper No.	Name of the Paper	Theory	Practical	Examination Marks		Total Marks	Exam Time
				Ext.	Present - 5 Assignments -5 Seminar – 10 Internal Exam – 10 (5+5+10+10=30)		
5	Information Analysis Repackaging & Consolidation	100	-	70	30	100	3 Hrs
6	Management of Library and Information Centers/Institutions	100	-	70	30	100	3 Hrs
7	Academic Library System **OR** (Elective) Public Library System **OR** (Elective)Digital Library	100	-	70	30	100	3 Hrs
8	Dissertation / Project Works	70	30(viva)	-	-	100	-
Total Semester – II		**370**	**30**	**210**	**90**	**400**	

Semester –I

Paper-1: Information and Communication

Unit 1: Information and Communication

- Information: Characteristics, Nature, Value and Use of Information
- Conceptual difference between Data, Information and Knowledge
- Communication of Information: Information generation
- Communication Channels, Models and Barriers
- Scientific Communication: Definition, Scope, Objectives and Trends.
- Information Science as a Discipline and its Relationship with other Subjects
- Information Science its Definition, Scope and Objectives.

Unit 2 : Library, Information and Society

- Genesis and Characteristics and Implications of Information Society
- Changing Role of Library and Information Centres in Society
- Information Industry-Generators, Providers and Intermediaries
- Intellectual Property Act, Right to Information Acts
- Concept of Freedom, Censorship, Data Security and Fair Use
- Policies relating to Information, Right to Information including Science and Technology, Education
- International and National Programmes and Policies (NAPLIS) IT and Library UAP, UBC

Unit 3 : Economics of Information
- Social Implication of Information
- Information as a Economic Resource

Unit 4 : Information Management
- Information Infrastructure, Organization & Management 11

Unit 5 : Knowledge Management
- Knowledge Society & Management
- Knowledge Profession

Reference Books

1. Information and Communication – P.S.G. Kumar
2. Information Technology : P.S.G. Kumar
3. Information Sources & Services Theory & Practice – P.S.G. Kumar
4. Information Needs and Information Seeking Behavior – V.G.Choukhande
5. Library Information System – S.P.Singh
6. Information Handling in Libraries in 21st Centruy – Sharma R.K.
7. Information Communication Technology Teaching Skills – Srinivas

Gujarati Reference

૧. માહિતી પ્રત્યાય અને અદ્યતન અવલોધન સેવાઓ – ઉર્મિલા ઠાકર
૨. માહિતી પ્રકિયા અને પધ્ધતિઓ – ડાૅ. શિવદાનભાઈ ચારણ
૩. ઈન્ફોૅમેશન ટેકનોલોજી – અતુલ કે. અકબરી
૪. માહિતી અને પ્રત્યાયન અને અદ્યતન અવબોધન સેવાઓ – ઉર્મિલા ઠાકર

Paper 2: Information Technology: Applications (Theory)

Unit 1 : Library Automation

- Planning of Implementation of Library Automation.
- Automation, In - House Operations - Acquisition, Cataloguing, Circulation, Serials Control and OPAC.
- Library Automation Software Packages.

Unit 2 : Communication Technology

- Fundamentals of Telecommunication Technology; Media, Mode and Components.
- Network Media, UTP Optical Fiber, Ethernet, Network interface card, Hubes, Routers, Modem.
- Network Types and Topologies , LAN, WAN, MAN.
- Bus, Star, Ring Token Ring, etc.
- Local Area Network - Types and Topologies.

Unit 3 : INTERNET : Basic Features and Tools

- Network Base Information Services.
- Connectivity: Dialup, Leased Lines, ISDN, Digital Subscriber Lines.
- E-Mail, SMTP, Wireless, Send mail, POP3 CK.
- Protocols- FTP, HTTP.
- Web Serves, Web Tools and Search Engines.
- Internet Security.
- Teleconferencing, Tele-Facsimile, Tele-text and Videotext.

Unit 4 : Digital Libraries

- Genesis, Definition, Objectives, Scope of Digital Libraries.
- Image formats and Audio Formats.
- Storage Media Formats-180-9660 DVD.
- Software and Hardware for Digital Libraries, OCR, Image Editing Software.
- Input Capture Devices, for Digital Libraries.
- Data Warehousing, Data Mining and Meta Data.

Unit 5 : : Artificial Intelligence & Expert Systems

   (With Reference to Library and Information Science)

Reference Books
1. Internet for Libraries and Information Centers-M Paul and Ashok Jambhekar
2. Computer Net Work-Andrew S.
3. Digital Information Preservation and Online Cataloguing-Kamla Sinha
4. Computer and Library Services-Somnath Madhaw
5. Information Technology : Basics-P.S.G. Kumar
6. Information Sources & Services Theory & Practice-P.S.G. Kumar
7. Metadata in Practice-Hillmann Westbrooks (ALA)
8. Managing Electronic Reserves in Digital- Jeff Rpsedale (ALA)
9. Digital Library and Preservation-C.K.Sharma, S.Kumar, N.Singh
10. Computer in Library and Information Science-Praksah Chandra
11. Computer in Libraries-Jogendrasingh Burman
12. Automation in India-G.P.Singh
13. Digital Libraries-Khalid K.Farugl
14. Modern Library Strategies-Chaudhary

Gujarati Reference Books
૧.   ૨૧મી સદીમાં ગ્રંથાલયનું ભાવિ–પ્રજાપતિ મણિભાઇ
૨.   ઈન્ફોર્મેશન ટેકનોલોજી–અતુલ કે. અકબરી
૩.   ઈન્ટરનેટ–શાહ તેજશ
૪.   ઈન્ટરનેટ ફોર બીગીનર્સ, ટાટા મેગ્રોહિલ

Paper - 3: Information Technology: Applications (PRACTICE)

Unit 1 : Creation and Maintenance of Databases by Any One DBMS.

Unit 2 : Library Automation Software: SOUL.

Unit 3 : CD-ROM, Online Searching.

Unit 4 : Internet Searching.

Unit 5 : Library and Information Centre Web Page Design and Creation & HTML.

Paper-4: Research Methods and Statistical Techniques

Unit 1 :Research & Research Design

- Concept , Meaning , Need and process of Research
- Types of Research - Fundamental and Applied
- Including inter disciplinary and multidisciplinary approach
- Research and Development of Scholarship
- Conceptualization and operationalisation
- Types of Research Design
- Identification and formulation of problem
- Hypothesis; Nominal and Operational definition
- Designing Research Proposal
- Ethical aspects of Research
- Literature search - Print, Non - print and Electronic sources

Unit 2: Research Methods and Research Techniques & Tools
- Scientific Method
- Historical Method
- Descriptive Method
- Survey Method and Case Study Method
- Experimental Method and Delphi Method
- Questionnaire
- Schedule
- Interview
- Observation
- Scales and check lists
- Library Records and Reports
- Sampling Techniques

Unit 3 : Data Analysis and Interpretation
- Role of Statistics Method in Research.
- Descriptive Statistical-Measurement of Central Tendency
- Dispersion, Co-relation, Regression
- Statistical Representation with Tabulation and Graphical Reproduction.
- Testing of Hypothesis & Statistical Inference
- Statistical Packges - SPSS

Unit 4 : Bibliometrics, Scientometrics, and Informetrics

- Concept and Definition
- Bibliometric Laws; Bradford's; Zipf', Lotka
- Bibliographic Coupling
- Obsolescence
- Citation Analysis
- Webometrics
- Citation Studies
- Informatics
- Scientomatrics

Unit 5 : Research Reporting & evaluation

- Structure, Style, Contents
- Guidelines of Research Reporting
- Style Manuals - Chicago - MLA - APA etc.
- e-Citation and Methods of Research Evaluation
- Current Trends in Library and Information Science Research

Reference Books

1. Research And Statistical Techniques in Library And Information Science-M.S. Negi
2. Research Methodology for Library Science-B.D.Pandya
3. Research Methodology in Library Science-Intder Mohan Goswami
4. Research Methodology in Library School And India Universities-Nirajan
5. Information Handling in Libraries in 21st Century-Sharama R.K.
6. Human Resource Management in Libraries-Mahapatra
7. User's Aproach to Information in Libraries-Devrajan
8. Encyclopedia Libraries Information Management-Dr. Sunil Kumar
9. Stactical Methods for Library And Information Center by S.R.Sarda And Shri Nivasan

Gujarati Reference Books

૧. સંશોધન પધ્ધતિ (વાર્તાનીક વિજ્ઞાનમાં) – પ્રા. ડાૅ. એલ આર યાજ્ઞિક
૨. સંશોધન પધ્ધતિઓ અને પ્રવિધીઓ – દેસાઈ હરિભાઈ અને દેસાઈ કૃષ્ણકાંત
૩. સંશોધન પધ્ધતિઓ – શાહ એન્ડ દવે જે.કે.
૪. સામાજીક સંશોધન પધ્ધતિઓ – દેસાઈ અરવિંદભાઈ
૫. સંશોધન અને આંકડાશાસ્ત્રીય પધ્ધતિઓ – સી, જમનાદાસની કંપની, અમદાવાદ

<div align="center">OR</div>

Paper - 4 (Elective) Special Library & Information System

Unit:1 Collection Development and Management
- Concept of Special Library
- Periodicals, Conference Literature, Grey Literature, Patents, Standards / specifications, Govt. Publications, Non-Book Materials, Electronic Documents, CD-ROM and Online Databases.

Unit:2 Library Organization and Administration
- Administrative Organization of Library, Staff Manual, Library Surveys, Statistics, Work Measurement and Standards, their Use and Effectiveness.

Unit:3 Planning and Organization of Various Information Services
- CAS, SDI, Abstracting and Indexing, Library Bulletin, Newspaper Clippings, Computerized Services, Literature Searching, Information Analysis, Repackaging and Marketing of Information Services.

Unit:4 Personnel Management & Finance
- Nature, Size, Selection, Recruitment, Qualification, Training, Professional Development Responsibilities and Duties, Determination of Finance, Sources of Finance, Types of Budget.

Unit:5   Resource Sharing and Networking & Library Building
- Need and Types of Networks, RLIN, OCLC Databases
- Planning, Basic Elements in the Design of Public Library Buildings, Furniture and Fittings, Modern Public Library Building.

Reference Books

1. **AUGER (C P)** Information sources in Grey literature. Ed. 3. 1994. Bowker, London.
2. **BURKETT (J)** and **MORGAN (T S),** *Ed.* Special materials in the Library. 1963. Aslib, London.
3. **CHAPMAN (Liz).** Managing acquisitions in library and information services. 2001. Library Associations; London.
4. **CLAPP (V W).** Feature of the research library. 1964. University of Illinois, Urbana.
5. **GRENFELL (D).** Periodicals and serials; their treatment in special libraries. Ed. 2. 1965. Aslib , London.
6. **GROGAN (N).** Science and technology: An introduction to the literature. Ed. 4. 1982. Clive Bingley, London.
7. **HERNON (Peter) and WHITMAN (John R).** Delivering satisfaction and service quality: A customer-based approach for libraries. 2001. American Library Association, Chicago.
8. **HOUGHTON (Bernard).** Technical information sources. Ed. 2. 1972. Bingley, London.
9. **LEWIS (C M),** *Ed.* Special libraries. 1963. Special Libraries Association, USA .
10. **LOWES (Ann),** *Ed*. Management skills for the information manager. 1993.
11. **RAITT (David),** *Ed.* Libraries for the new millennium. 1997. Library Association, London.
12. **RANGANATHAN (S R).** Documentation and its facets. 1963.
13. **SAHA (J).** Special libraries and information services in India and the USA. 1969. Scarecrow, New York.
14. **SCAMMELL (A) (W),** *Ed.* Handbook of special librarianship and information work. Rev. ed. 7. 1997. Aslib, London.
15. **STRAUSS (LJ),** : their organization and administration. Scientific and technical libraries. Ed. 2. 1972. Beckey & Hayes, New York.
15. **WILKIE (Chris).** Managing film and video collections. 1999. Aslib, London.

<div align="center">OR</div>

Paper - 4 (Elective) Data Communication and Networking

Paper – I   Data Communication & Networking

Unit – 1 Communication:
- Meaning – Definition – Types and channel of Communication
- Different models of communication
- Barriers of Communication
- Communication media
- Communication skills required for LIS

Unit – 2 Tele-Communications
- Elements and process of telecommunication
- Development of telecommunication – History, Telephone, Telegraph, Radio/T.V, Computer Communication
- Development of telecommunication in India
- Present Scenario
- Role of Telecommunication Regulatory Authority of India(TRAI)

Unit – 3 Engineering Of Telecommunication
- Basics of traffic engineering for Telecommunication
- Concepts of Telecommunication
- Data and signals – Digital and Analogue data, Digital and Analogue signal, Carrier signals
- Need for Modulation – Frequency, Spectrum and Bandwidth.
- Data encoding methods – Digital to Analog and Analog to Digital
- Modem and its type

Unit: 4 Networks and Networking

- Concept of Networking, Definition of Networking
- Network components
- Switching Networking – Circuit Switching and Packet Switching
- Integrated Service Digital Networks (ISDN)
- Public Switched Telephone Networks (PSTN)
- Mobile Telephone Systems
- Types and Topologies of Computer Networks
- Internet Communication
- Communication Services (E-mail, Newsgroup and Teleconferencing)
  - Resource Access Services (File Transfer Protocol – FTP)and Telnet
  - Information Retrieval Services (WWW, Gopher, WAIS)

Unit: 5 Network Securities

- Issues and measures of Network Security
- Attacks and security requirements
- Confidentiality
- Message authentication and hash functions
- Public – key encryption and digital signatures
- Firewalls and anti-virus software

Semester – II

Paper-5 Information Analysis, Repackaging and Consolidation

Unit 1 : Repackaging of Information
- Abstracting: Types and Guidelines in preparing Abstract.
- Content Analysis.
- Repackaging, Formatting, Consolidation.

Unit 2 : Information Analysis and Products
- Information Analysis.
- Information Products : Nature, Concept, Types, Design; and Development and Marketing.
- Electronic Content Creation.

Unit 3 : Cataloguing & Subject Indexing : Principles and Practices

- Principles of Subject Cataloguing: Assigning Subject Headings Using Library of Congress Subject Headings and Sear's List of Subject Headings etc.
- Models-Assigned and Derived.
- Pre & Post Coordinate Indexing Systems and Citation Indexing.
- Development of Indexing Concept.

Unit 4 : Indexing Language: Types and Characteristics

- Indexing Language: Types and Characteristics.
- Vocabulary Control.
- Tools of Vocabulary Control.
- Structure and Construction of an IR Thesaurus.
- Trends in Automatic Indexing.

Unit 5 : Information Retrieval

- IR Models, Search Strategies; Manual / Machine, Feedback and Refining.
- Evaluation of Information Retrieval Systems; Project and Parameters.

Reference Books

1.   Library Indexing and \ Abstracting – Paliwal P. K.
2.   Information Consolidation and Repackaging-Seetharama
3.   Library Organization Retrival-Kunar Krishan
4.   Principal of iNformation Retrieval-Paliwal P.K.
5.   Abstracting Practice in Libraries – Srishna Shyama
6.   Information Needs and Information Seeking Behavior-V.G.Choukhande
7.   Library Information System-S.P.Singh
8.   Libary Indexing and Abstracting T.C. Mohanti
9.   The Future of Libraries-Sunil kumar
10.   Advance Indexing & Abstracting Practice-Riaz

11.   Information Analysis Repaking Consolidation & Information Retrievel-
        P.S.G. kumar

Gujarati Reference Books

૧.   માહિતી પ્રક્રિયા અને પધ્ધતિઓ–ડॉ. શિવદાનભાઈ ચારણ
૨.   નિદેશીકરણ–કિરીટ ભાવસાર
૩.   નિર્દેશીકરણ–શ્રી ચંપકભાઈ આર. પટેલ

Paper-6 Management of Library and Information Centre/Institutions

Unit:1   Management
- Concept and principles of Scientific Management-Definition.
- Application of Scientific Management Principles to Library and Information Centres.
- Management School of Thoughts - Global Theory of Management.
- Approaches of Management.
- Management by Objective - Organisational Hierarchy.
- Marketing :Concept.

Unit :2   Personnel Management
- Theories and Styles of Personnel Management.
- Staff Recruitments - Selection Process : Techniques and Instruments.
- Job designing / Job analysis, Job Description, Job Evaluation, Performance Appraisal.
- Motivation and Leadership.
- Inter - Personnel Relations: Training and Development, Public Relations.

Unit:3   Library as System
- System Analysis and Design.
- Project Management PERT/CPM.
- Policy Making and Decision Making-Importance and Limitations.
- Planning : Concept, Definition, Need & Purpose.

Unit:4   Total Quality management
- Concept, Definition, Elements.
- Operations Management Systems.
- Tools and Techniques for Improving Quality.

Unit:5   Financial Management
- Sources of Library Finance in Different Types of Libraries.
- Budget Techniques and Method, Budgetary Control.
- Costing Library Process, Functions and Services.
- Cost Effectiveness and Cost Benefit Analysis.
- Report Writing and Library Statistics.

Reference books

1. Braphy,peter and Coulling Kate.Quality management for information and Library Managers,London,A slib/Gower,1996
2. Moshal,B.S.-Management: Theory and practice.Delhi,Galgotia,1998.
3. Vasisth.M. –Student guide to management Delhi.Taxmann,2002
4. Moshal,B.S.- Management: Theory and practice.Delhi,Galgotia,1998.
5. Vasisth.M. –Students guide to Management Delhi.Taxmann,2002
6. Moshal,B.S.- Management: Theory and practice.Delhi:X:8.M.8, Galgotia,1998.
7. Vasisth,M. –Student's guide to Management Delhi,Taxmann,2002
8. Kumar.P.S.G-Fundamentals of Information Science.New Delhi:S.Chand.1998
9. Mittal,R.L- Library administration Theory E practctic Ed,4.Delhi Metrapolitan.1978
10. Evans Edward G. Management techniques for Librarian Ed2 New York : Academic press 1982
11. Ranganathan ,S.R. – Library administration ,Ed2.Bombay : Asia 1959 P. 25.
12. Marayana ,G.J. Library and Information Management ,Delhi : Prentice Hall, 1991
13. Dutta , D.N – Manual of Library Management Kolkata : World Press, 1978
14. Narayan , G.J.- Library and I   information Management Delhi, Prentice Hall, 1991
15. Fayol, Henri. – General and Industrial Management.Tr.by Constance stores, London: Pitman, 1949

Paper – 7 Academic Library Systems

Unit 1. Higher Education & Academic Libraries

- Higher Education and Libraries.
- History and Development of Higher Education in India.
- Academic Libraries: Definition, Meaning, Importance, Functions, Services and Types of Academic Libraries.
- Role of UGC in Development of Academic Libraries.

Unit 2. User Study and User Education

- Users of Academic Libraries: Types of Users and their Needs.
- User Study: Need, Importance and Techniques.
- User Education & Information Literacy.

Unit 3. Collection Development

- Collection Development in Academic Libraries.
- Types and Character of Academic Library Collection.
- Acquisition of Documents : Selection, Policy & Procedures and Maintenance.
- User Participation in Collection Development.
- Information Technology Impact.
- Problems of Collection Development

Unit 4. Library and Information Services in Academic Libraries

- Reference Service.
- Bibliographic Service.
- Documentation and Information Service.
- Current Awareness and SDI Service.
- Abstracting and Indexing Services.
- Information Product Development Services.
- Document Delivery Services.

Unit 5. Extension Activities & Library Cooperation

- Colloquia, Seminars, Exhibitions, Book Talks.
- Continuation Education Programmes.
- Resource Sharing.
- Networks and Consortia.
- International and National Scenario.

Reference Books

1. Straff Development in Libraries-Gorman
2. Library Manual-S.R. Ranganthan
3. Library Standards-Shreenidhi lyengar
4. Training of Libraries-Nesendara Singh Tomar
5. Training of Library Services-Vol.1,2,3 Mher Contracter
6. Encyclopedia Library Information Management-Dr. Sunil Kumar
7. History of Library Development-B.D.Pandya
8. The Five Lows of Library Science-S.R.Ranganathan
9. Library Management-Anil K. Dhiman
10. Resource Sharing & Networking of University Libraries-G. Sujatha
11. Fundamental of Library Science & Librarianship-S.K. Kapoor
12. Academic Library System-Second Edition-Shri Nath Sahai
13. The Future of Libraries-Sunil Kumar
14. Academic Libraries-Anil Kumar Suresh C.

Paper-7(Elective): Public Library & Information System

Unit:1 Collection Development and Management
- Concept of Public Library
- Periodicals, Conference Literature, Grey Literature, Patents, Standards / Specifications, Govt. Publications, Non-Book Materials, Electronic Documents, CD-ROM and Online Databases.

Unit:2 Library Organization and Administration
- Administrative Organization of Library, Staff Manual, Library Surveys, Statistics, Work Measurement and Standards, their Use and Effectiveness.

Unit:3 Planning and Organization of Various Information Services
- CAS, SDI, Abstracting and Indexing, Library Bulletin, Newspaper Clippings, Computerized Services, Literature Searching, Information Analysis, Repackaging and Marketing of Information Services.

Unit:4 Personnel Management & Library Finance
- Nature, Size, Selection, Recruitment, Qualification, Training, Professional Development Responsibilities and Duties, Determination of Finance, Sources of Finance, Types of Budget.

Unit:5 Resource Sharing and Networking
- Need and Types of Networks, RLIN, OCLC Databases.
- Movement for the Development of Public Library Network in India.

Reference Books

1. **ALA LIBRARY BUILDING AND EQUIPMENT INSTITUTE**. Guidelines for Library Planners.1960. ALA, Chicago.
2. **AMERICAN LIBRARY ASSOCIATION.** Minimum standards for public library systems. 1966. ALA, Chicago.
3. **EATON (T),** *Ed.* Contribution to American Library History. 1961. Union Book Store, Champaign.
4. **ESDAILE (A).** National Libraries of the world. Ed. 2. 1957. Library Association, London.
5. **JOECKEL (CB)**. Government of the American Public Library. 1935. University Press, Chicago.
6. **McCOLVIN (LR).** Public Library System of Great Britain. Report on its present conditions with proposals for reorganization. 1942. Library Association, London.
7. **PRYTHERCH (Ray),** *Ed.* Handbook of library and information management. 1998. Gower Publishing, England.
8. **RANGANATHAN (SR).** Library Development Plan: A Thirty Year Programme, India with draft Library Bill. 1950. University of Delhi, Delhi.
9. **WHITE (Carl M),** *Ed.* Bases of modern librarianship. 1964. Pergamon Press, New York.

Paper-7(Elective): Digital Library

Paper – II Digital Library

Unit-1: Digital libraries
- Concepts and issues of Digital Library
- Evolution of Digital Library
- Important milestone for Digital Library
- Responsible organizations and agencies for the development of Digital Libraries- Digital Library Conferences (JCDL, ECDL and ICADL)

Unit – 2: Content Creation
- Creating electronic documents, files and file formats
- Features of PDF
- Born digital and legacy documents
- Digitization – Scanning, OCRing and Conversion of PDF

Unit – 3: Mark up Languages
- Creating web documents
- Mark up languages – SGML, HTML and XML
- Document creation in HTML
- HTML editors and tools
- Front page and Dream Weaver
- Features of XML and XML tools

Unit – 4: Digital Library Management
- Digital Library Architecture
- Element of Digital Library, DOI, Open URL
- Digital Library content management issues
- Meta data
- Access control and DRM
- Security and preservation issues.

Unit – 5: Digital Library Softwares
- Need and importance of Digital Library Software
- Main features of Green Stone Digital Library
- Installing and developing a prototype using Green stone Digital Library
- Feature of Digital space

Paper-8: Dissertation or Project Report

1. The marks allocation out of 100 marks shall be 70 marks of written dissertation / project report and 30 marks of viva-voce.

2. The Dissertation/Project report on any assigned topic in the field of Library and Information Science or allied subjects.

3. The Dissertation/Project report will be based on a given topic individually. A Student will select his/her topic in .consultation with H. O. D. and his/her guide.

4. The Dissertation/Project report should be prepared under the guidance of a member of the faculty at M.L.I.Sc. course

5. The Dissertation/Project report not less than 80 pages (Typed Computer print out) and size of the The Dissertation/Project report shall be A4 size papers and shall have typed in double spaces.

6. The Dissertation/Project report shall embody the original research and will have to be certified by the student and the guide.

7. Two copies of The Dissertation/Project report shall be submitted by the student duly certified by the guide.

8. The Dissertation/Project report shall be evaluated by two examiners.

9. The Dissertation/Project report shall be submitted at least one month before the commencement of the university examination.

10. Guiding the students for the dissertation / Project Report the Coordinator will arrange guidance / counseling lectures from the faculty teaching at M.L.I.Sc. Course.

NOTE: TO FAMILIAR WITH THE FUNCTIONING OF VARIOUS TYPES OF LIBRARIES
STUDY TOUR IS COMPULSORY FOR ALL THE STUDENTS

Hemchandracharya North Gujarat University, Patan

Department of Library & Information Science

Master of Library & Information Science

Semester – I

Paper No.	Name of the Paper	Total Marks Ext+ Int. = Total	Passing Standard Ext+ Int. = Total	Total Teaching Hour	Weekly Teaching Hours	Credits	Exam Hrs.
1	Information and Communication	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs
2	Information Technology (Theory)	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs
3	Information Technology (Practice)	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs
4	Research Methods & Statistical Techniques **OR** (Elective) Special Library & Information System **OR** (Elective) : Data Communication & Networking	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs

Hemchandracharya North Gujarat University, Patan

Department of Library & Information Science

Master of Library & Information Science

Semester – II

Paper No.	Name of the Paper	Total Marks Ext+ Int. = Total	Passing Standard Ext+ Int. = Total	Total Teaching Hour	Weekly Teaching Hours	Credits	Exam Hrs.
5	Academic Library System	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs
6	Information Analysis Repackaging & Consolidation	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs
7	Management of Library and Information Centers/Institutions **OR** (Elective): Public Library & Information System **OR** (Elective) : Digital Library	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	3 Hrs
8	Dissertation/ Project Works	70+30=100	28+12=40	15 Weeks x 5 Hours=75	5 Days x 5 Hours = 25	5	-

Model Post Graduate Course Regulation of Hemchandrachrya North Gujarat University

Eligibility for Admission:

A candidate who has passed a bachelor of library & Information Science degree from a recognized university or equivalent in Library and Information Science subjects may become eligible to apply for admission to a master of Lib. & Inf. Program subject in H.N.G. University Patan.

The admission will be given on the basis of a common merit list prepared by the respective departments and the reservation rules of government/ UGC/ Hemchandrachrya North Gujarat University will be applicable on the same.

Merit list will be prepared by the departments as per the prevailing rules applicable to them from time to time.

Attendance

No candidate shall be considered to have pursued a regular paper of study unless he/she is certified by the HOD to have attended the 80% of the total number of sessions conducted in each semester during his/her paper of study.

Any student not complying with this requirement will not be allowed to appear in the semester examination. However, the Department may condone the required percentage of attendance by not more than 10% during a semester.

All other cases below 70% of attendance will be referred to Vice Chancellor for his discretion to allow the student to appear in Examination.

If a student going out of class to officially represent the university/ Institution with permission of HOD/ Principal/ Course Coordinator in local/ state/ national/ international activities his / her attendance should be compensated. Such exemption should normally not exceed 20 days in a semester.

Examination Scheme

The Examination scheme is trifurcated in following

1. Scheme of Promotion to next Semester
2. Scheme for assessment criteria for different type of Papers
3. Scheme of Passing in examination and award of Grade in respective examination

1. Scheme of Promotion:

For the Programme of 2 Semester (Promotion to next semester)

The minimum marks of passing the examination for each semester shall be 40% marks in each paper of the semester. The paper will be exempted for further examination if the candidate secures minimum 40% marks in the paper.

Promotion to Second Semester

A candidate will be promoted to second semester irrespective of Candidate's result of 1st semester provide that the candidate's term has been granted. (Attendance)

Evaluation during examination

The examination and evaluation for the term end papers of a Programme shall be conducted by the examiners appointed by the vice chancellor from time to time.

2. Evaluation Criteria:

All papers will have 30% Continuums internal evaluation and 70% term and evaluation in postgraduate programme.

Paper setting criteria for theory examination:

The Structure of each question paper will be as under:
Each theory paper will be of 3Hrs. of 70 marks having six questions. Five Questions will be descriptive having internal option from each unit of 12 marks and 6th question will be of objective type will consist two parts, one with selective answer option of 5 marks and other without selective answer having 5 marks. Thus structure of question paper will be as 12(marks) x 5(No of questions) + (5 x 1 + 5 x 1) = 70 marks

Continuums Internal Assessment:

During programme Continuums assessment marks shall be based on method such as:

1. Participation in seminars, case discussion and group work activities.
2. Class tests, quiz, individual and group work activities.
3. Submission of written assignments, term papers etc.
4. Classroom participation and attendance
5. Take home examination
6. Any other innovative methods as introduced by the faculty concerned with prior declaration to the students

The weighting given to each of these factors is shown in the scheme of papers and semester.

Re- Examination / Part Examination / ATKT

A Student who fails to attain minimum passing marks in a paper will be allowed to re-appear in that paper in any semester. However, the total number of attempts for a paper shall not exceed three during the span period of the programme.

3. Scheme of Passing in examination and award of Grade in Respective examination

A candidate will have to secure minimum 40% marks separately in both segment of continuous assessment and term end examination. A sum of continuous assessments and term end examination will be the final award of total marks to a candidate in each paper. The degree shall be awarded to successful students on the basis of the combined results of all the semesters examinations as follows.

40% or More but less than 47% Pass Division.
48% or More but less than 59% Second Division.
60% or More but less than 66% First Division.
66% or above   Distinction.

The Grade will be awarded to a candidate in following criteria.
Grade Point System in Hemchandracharya North Gujrat University, Patan

4. Study Tour:
Students must have to join in a study tour which may be of about 10 to 12 days on his/her own expenses.

5. Training Programme:
After annual exam he/she must have to attend training programme for 15 working days which will be organized at university library

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