MASTER OF PHILOSOPHY (M.Phil)

LIBRARY AND INFORMATION SCIENCE

COURSE OF STUDY

S.No.	Subject	Allotment of Marks		Duration	Total Marks
		Annual Exams	Seminar		
1	Research Methods	80	20	3 Hours.	100
2	Any one of the following-				
2(A)	Library Planning & Management	80	20	3 Hours.	100
2(B)	Information Processing & Organization	80	20	4 Hours.	100
2(C)	Information Transfer & Dissertation	80	20	5 Hours.	100
2(D)	Information Need & Users	80	20	6 Hours.	100
2(E)	Information Analysis , Consolidation& Users Study	80	20	7 Hours.	100
3	Information Technology(Practical)	80	20		100
4	Dissertation: Script/ Viva-Voce/ Periodic Assessment of Research tools and Fields etc.	200 60	40		300
	Grand Total				600

COURSE-1
RESEARCH METHODS

1. Research
   - Meaning need and process of research
   - Types of research
   - Nature and role of research in library information science
   - Requirement for research

2. Research Design
   - Definition
   - Scope
   - Characteristics of a good research design
   - Types of research design
   - Design of a scientific research study

3. Identification and formulation of research problems, Hypothesis
   - Meaning, Importance types and sources of hypothesis
   - Characteristics of useful hypothesis
   - Limitation of hypothesis
   - Difficulties in the formulation of hypothesis
   - Role of hypothesis in theory building
   - Testing of hypothesis

4. Research Method
   - ,Historical, Descriptive , Survey and Case study methods
   - Scientific Experimental Method
   - Delphi method
   - Content analysis
   - Oral history
   - Research method and their application to library and information science

5. Data
   - Meaning and definition of data
   - Types of data
   - Sources of data
   - Techniques of data collection
   - Data processing and analysis
   - Interpretation and presentation of data

6. Descriptive Statistics
   - Measures of central tendency
   - Measure of dispersion
   - Correlation and Regression
   - Test of signification
   - Chi-square test

7. Citation Studies
   - Citation ,nature and definition
   - Citation theory and analysis
   - Bibliometrics and its laws

8. Writing of report including presentation of data. Use of computer in Research

ELECTIVE
(Any one of the following)
COURES-II(A)
LIBRARY PLANNING AND MANAGEMENT

M.M.80

1 Planning Methodology
- Types of Planning
- Steps in Planning of library and information system
- National information Policy and National Information system Planning
- Project Planning
- Strategic Planning Analysis
- Policy Making

2 System Analysis and Design
- Application of systems study techniques to library organization and library situations
- Evaluation of library procedures and Services
- Time and motion studies
- Performance testing SWOT Analysis,DFD(Data Flow Diagram)

3 Financial Management
- Budgeting techniques and methods –PPBS,Zero based budgeting etc.
- Budgetary control
- Cost effectiveness and cost benefit analysis

4 Personal Management
- Human relations in management
- Staffing
- Staff development

5 Total quality Management(TQM)
- Management of Changes in libraries
- TQM Concept, definition , elements , Standards, Benchmarking and Re-engineering , Quality Audit
- TQM of Library and information Services and its implementation , process and Models
- Quality Control

6 Information Management
- Definition, Concept
- Tools and techniques for information management
- Role of information technology in information management
- LAN for information management in a university campus
- Management Information system
- Marketing of Information and Information Products
- Knowledge management
- Data Base Management system in Library uses
- Artificial Intelligence and Expert System

COURSE –II (B)
INFORMATION PROCESSING AND ORGANIZATION

1. Classification- Standard schemes of library classification
   - Introduction
   - Features and application of CC,DDC and UDC
   - Design and development of scheme of Library classification
   - Recent trends of library classification
2. Subject Indexing
   - Critical Study of library of congress subject Headings
   - Sears lists of subject Headings
3. Pre-Coordinate Post –Coordinate systems of subject Indexing
   - POPSI ,
   - PRECIS ,
   - Uniterm indexing
   - Citation Indexing
   - Keyword Indexing
4. Thesaurus and the Saurofacet Methodology for developing a thesaurus

5. Standards for Bibliographical Description
   - ISBDS
   - MARC format
   - CCF
   - Standards codes of Cataloguing- AACR-II & CCC

6. Evaluation of Information System

COURSE –II (C)
INFORMATION TRANSFER AND DISSEMINATION
M.M. 80

1. Role of information in planning, decision, making, management etc.
2. Information communication, media and methods, communication channels, models and barrier. Trends in Communication of Information
3. Information gathering habits of the users.
   Categories of information users. Information needs –definition and models. Information seeking behavior. Use studies – methods, techniques and evaluation
4. Information marketing.
5. Information services – CAS, SDI, Abstracting service, digest, technical notes, state of the art and trend reports, etc and their evaluation.
6. Search strategy. Document delivery system; translation; reprography.

COURCES-II (D)
INFORMATION NEEDS AND USERS

<div align="right">M.M. 80</div>

1. Information its meaning, nature, value and significance properties or qualities of information. Uses of information, types of information , Difference between information , data and knowledge
2. Information generation and the influencing factor. Forms of information generation. Sources of information. Information and its users. Types of users, user function. Services to users
3. Information need- concept, definition and nature of information need, basis and identification of information need. Ascertaining users need. Difference between need and want. Types of information need. Methods of determining information needs. Factors influencing information needs.
4. Information seeking behavior – concept, meaning and process of information seeking, use pattern, factors affecting information seeking behavior. Information needs and information seeking behavior of scientist and social scientists.
5. Information needs and information seeking behavior in business, in management , in planning and decision making
6. Technology transfer- concept, meaning and process of technology transfer. Libraries and technology transfer. Constrains in technology transfer. Quality of life and information
7. User study- Concept, objective and scope, types of user studies. Designing and planning a user study. Methods and techniques of user studies. Data analysis and interpretation
8. Evaluation of some major user studies –INFROSS, Hopkins University study, Voigts study etc.
9. User Education- Need and objectives of user education. Planning user education programmes. Methods of user education. Evaluation of user education programmes.

COURSE-II(E)
INFORMATION ANALYSIS, CONSOLIDATION AND USERS STUDY

M.M. 80

1. Information Analysis and consolidation – definition, need, principles, procedures and products: Methods and techniques. Pre-requisites for information consolidation and steps in the preparing of information consolidation.
2. Information services and products; services corresponding to approach to information nature and characteristics of the approaches and their implications on the services.
3. Information Products- Nature , concept, types and design; development and marketing of information products ; preparation of information products-a feasibility study , standards for information handling
4. Abstracting-Definition , aims and scope; types of abstracts , canons and principles of abstracting , slant in abstracting , characteristics and qualities of good abstracts , methods and stages of abstracting , study of chemical abstracts , biological abstracts, physics abstracts, mathematical review, Indian science abstracts, sociological abstracts, library and information science abstracts.
5. Repackaging and consolidation – meaning of packaging and repackaging advantages of consolidates information; user of information consolidation services; content analysis, packaging of information-conventional and non conventional packages. Current awareness list, method of presentation of information in CA list; preparation of local current awareness list. Designing of a documentation list. Flow of work in SDI services.

COURSE-III(E)
INFORMATION TECHNOLOGY (PRACTICAL)

M.M.80

The practical will be solol based on library packages and jointly conducted by the external and internal examiners.

COURSE-IV
DISSERTATION

M.M. 300

Script	----	200 marks
Viva –Voce	---------	60 marks
Seminar	---------	40 marks