

**LIBRARY AND
INFORMATION SCIENCE**

LIST OF NEW COURSES

Course Code	Course Title	Credits			
		L	T	P	C
22LS3003	Library and Information Management	3	0	0	3
22LS3004	Information Services and Library Users	3	0	0	3
22LS3005	Emerging Trends and Technologies in Libraries	3	0	0	3
22LS3006	Metric Studies	3	0	0	3
22LS3007	Information Sources and Retrieval	3	0	0	3
22LS3008	Media Research and Information Marketing	3	0	0	3
22LS3009	Knowledge Management in Libraries	3	0	0	3

Course Code	LIBRARY AND INFORMATION MANAGEMENT	L	T	P	C
22LS3003			3	0	0
Course Objectives:					
Enable the student to:					
<ol style="list-style-type: none"> 1. Demonstrate the management principles, functions and methods in the field of library and information science 2. Describe the routine works - acquisition, processing, maintenance, and dissemination of information and information sources 3. Apply the theories and processes involved in managing human resources, facilities and budget. 					
Course Outcomes:					
The student will be able to:					
<ol style="list-style-type: none"> 1. Gain knowledge on principles and techniques in managing the library resources and staffing. 2. Employ the modern management approaches and their applicability in library and information centers. 3. Apply information technology in collection development, inventory control, and housekeeping operations of the library. 4. Devise policies and procedures for collection development and management 5. Evaluate the need and apply the right strategy to manage the crisis. 6. Formulate strategies to address current issues in library with the help of various management concepts and approaches. 					
Module: 1	Principles and Functions of Management	7 Hours			
Management: Concepts, Definition and Scope - Functions of management - Principles of Scientific Management – Fayol’s Principles – Levels of Management – Managerial functions - Management styles and approaches.					
Module: 2	Acquisition and Maintenance of Resources	7 Hours			
Book Selection – Tools, Methods and Principles – Library Acquisition – Technical Processing – Circulation – Serial Control – Maintenance and Stock Verification – Preservation and Conservation					
Module: 3	Human Resource Management	7 Hours			
Manpower Planning – Job Analysis - Job Description – Selection – Recruitment – Motivation Theories - Leadership Styles - Training and Development – Performance Appraisal					
Module: 4	Financial Management	8 Hours			
Library Finance – Budgeting - Types of Budgeting - Model Budgets for all types of Libraries - Budgetary Control - Collection Development and Management - Policies and Procedures - Annual Reports and Statistics - Library Authority and Committee.					
Module: 5	Modern Management Approaches	8 Hours			

Management Information System(MIS) - Management by Objectives (MBO) - Change Management - Disaster Management - Crisis Management – Project Management – SWOT Analysis - PERT/CPM - Total Quality Management (TQM) – Six Sigma – National Knowledge Commission - National Mission on Libraries.	
Module: 6	Library Buildings and Infrastructure
Library Buildings: Standards, Ergonomics, Furniture and Manpower – Library Space Management - Green Libraries – Information Commons – Makers Space - Library Security and Safety: RFID – Internet of Things(IoT).	
Total Lectures	45 Hours
Reference Books	
1.	McCafferty Bridgit, “Library Management: A Practical Guide for Librarians”. Rowman & Littlefield, 2021, ISBN - 9781538144619
2.	Holt Kristen. “Library Management: Techniques and Applications”. States Academic Press 2022, ISBN - 9781639893270
3.	Lallaisangzuali and Sanjeev. “Library Management in 21st Century: Issues and Challenges”. Ess Ess Publications 2016, ISBN - 9788170007999
4.	Mittal R. L., “Library Administration: Theory and Practice”. Ess Ess Publications 2007, ISBN - 9788170005094
5.	Dhiman Anil Kumar and Yashoda Rani. “Library Management: A Manual for Effective Management”, Ess Ess 2004, ISBN - 9788170003885
Recommended by Board of Studies	02-12-2022
Approved by Academic Council	03 June 2023

Course Code	INFORMATION SERVICES AND LIBRARY USERS	L	T	P	C
22LS3004			3	0	0
Course Objectives:					
Enable the student to:					
<ol style="list-style-type: none"> 1. Demonstrate different types of information services provided in the libraries 2. Identify the categories of users and their needs 3. Explain the importance of user education programmes in the libraries 					
Course Outcomes:					
The student will be able to:					
<ol style="list-style-type: none"> 1. Design, manage, and assess information services for specific users and communities 2. Predict the need and would facilitate tailor made information services to the users 3. Employ mobile technology in library services 4. Develop competency to empower their user communities 5. Apply information seeking behavior models to identify the need of the users. 6. Evaluate user education programmes and introduce new services in the library 					
Module: 1	Information Services in Library	7 Hours			
Concept, Need, Characteristics and Types of Information Services - Documents Delivery Service - Reprographic Service - Bibliographic Service - Translation Service - Current Awareness Service – SDI - Alerting Service - E-Alert - Web-based Services.					
Module: 2	Reference Services	7 Hours			
Concept and Types of Reference Services - Referral Services – Mobile based Library Services and Tools – Collaborative Services – Social Networks, Research and Professional Social Networks, Social Tagging, Social Bookmarking					
Module: 3	Mobile Based Library Services and Tools	7 Hours			
Mobile OPAC – Mobile Databases – Mobile Library Website - Library Apps, Augmented Reality, SMS Alerts, Geo-Location, Reference Enquiry – Web 2.0 and Web 3.0 – Library 2.0: Concept, Characteristics, Components – Instant Messaging – RSS Feeds – Podcasts, Vodcasts, Ask a Librarian					

Module: 4	Information needs of the users	8 Hours
Users of Information - Understanding the users - Categories of users and their needs - Information use contexts - Information seeking behavior of users - Models of Information behavior: Wilsons Model, Kuhalthau's Model, Ellis Model and Urquhart and Rowley Model – Limitations in behavioural research in Librarianship		
Module: 5	User Studies	8 Hours
Concept, methods and techniques of user studies – Case Studies: Efforts made in India - User Studies in the Electronic Environment - User Studies: Limitations and Criticisms - Information Seeking Behaviour: Definition and Models		
Module: 6	User Education	8 Hours
Concept, Need, Educative role of Libraries - Planning User Education Programmes - Information Literacy - Methods of User Education - Evaluation of User Education Programmes - Right to Information Act (RTI) - Information Technology Act.		
Total Lectures		45 Hours
Reference Books		
1.	Krishan Kumar. “Reference Service”. 5th rev. ed. Vikas : UBS Publishers Distributors PVT Ltd Distributor 2018, ISBN - 9780706986426	
2.	Beck Stefan. “Smart Rfid-Based Mobile Services for Modern Library Administration: II between Books and Shelves”. VDM 2008, ISBN - 9783639065503	
3.	Tella, Adeyinka. “Information Seeking Behavior and Challenges in Digital Libraries”. IGI Global, 15 July 2016, ISBN - 9781522502975	
4.	Buckland, Michael K.. “Library Services in Theory and Context”. Netherlands, Elsevier Science, 2014, ISBN - 9781483279701	
5.	Abubakar Daniel. “User Education Computer Literacy & ICT Accessibility”. Scholars' Press 2015, ISBN - 9783639768756	
Recommended by Board of Studies		02-12-2022
Approved by Academic Council		03 June 2023

Course Code	EMERGING TRENDS AND TECHNOLOGIES IN LIBRARIES	L	T	P	C
22LS3005		3	0	0	3
Course Objectives:					
Enable the student to:					
<ol style="list-style-type: none"> 1. Describe the need and importance of library automation in this electronic era. 2. Discuss various types of library software and the importance of library networking 3. Demonstrate the art of digitizing library resources and its preservation. 					
Course Outcomes:					
The student will be able to:					
<ol style="list-style-type: none"> 1. Choose the right software for library automation and infer its standards 2. Build and manage digital libraries and upgrade its features. 3. Practice data archiving and solve copyright issues 4. Experiment open source software to develop content management systems and institutional repositories 5. Design strategies to collaborate with national and international organization for sharing the resources 6. Create applications using artificial intelligence tools in libraries. 					
Module: 1	Library Automation	7 Hours			
Definition, Need and Areas of Automation: Acquisition, Cataloguing, Circulation, Serial Control, Report Generation - Library Automation Software: Commercial and Open Source software - Standards for Bibliographic Description: ISBD, CCF, ISO 2709, Z39.50, Metadata, Dublin Core (DC)					
Module: 2	Digital Library	7 Hours			

Digital Library – Definition, Features, building of Digital Libraries, Digital Library Management Systems, Advantages and Disadvantages of Digital Libraries, Examples of Digital Libraries – Virtual Library - Hybrid Library	
Module: 3	Digitization 7 Hours
Digitization Technology – Issues in Digitization, Preparation of Digital Masters, Scanning Equipment, Digitization of Library Resources, Metadata for Digital Preservation – Digital Archiving, Born Digital, Academic data archiving, Copyright issues, Limitations - Web Technologies: Internet – Web Browsers.	
Module: 4	Open Source Software 8 Hours
Understanding of the software – Hardware and Software requirements - Library Automation Software: KOHA - Content Management Software: DRUPAL – WORDPRESS - Digital Collection Management: DSPACE – MOODLE - Development of Open Access Movement in India – Profile Management System – Academia - IRINS	
Module: 5	Library Consortia and Networking 8 Hours
Concept, Need, Features, Pre-requisites and Models of Library Consortia – Consortium Initiatives in India - e-ShodhSindhu: INFED – SWAYAM – NDLI - NPTEL - NLIST - Union Catalogue: INDCAT - World CAT - Library Networks – INFLIBNET –DELNET, AGROCOLA and MEDLARS	
Module: 6	Expert Systems and Robotics in Libraries 8 Hours
Concept and Need for Expert Systems - Concept, Tools and Applications of Artificial Intelligence in libraries – Types of Robots and its uses in libraries – Social Mobile Analytics Cloud(SMAC) – Cloud Computing	
Total Lectures	45 Hours
Reference Books	
1.	Pālacuppiramaniyan Pa and Sherin Yohannan. “Library Automation and Digitization”. Ess Ess Publications 2021, ISBN - 9789387698758
2.	Holden Nicholas. “Digital Library and Information Science”. Brilliance Publications LLP 2023, ISBN - 9781915508126
3.	Moulaison Sandy Heather. “Digital Preservation for Libraries Archives and Museums”. Rowman & Littlefield 2017, ISBN - 9781442278721
4.	Wilson, Robert, and James Mitchell. “Open Source Library Systems: A Guide”. Google Books, Rowman & Littlefield, 11 Sept. 2021, ISBN - 9781538141397
5.	Pickering Ruth et al. “Artificial Intelligence in Libraries and Publishing”. ATG LLC (Media) 2022, ISBN - 9781941269558
Recommended by Board of Studies	02-12-2022
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Course Code	METRIC STUDIES	L	T	P	C
22LS3006		3	0	0	3
Course Objectives:					
Enable the student to:					
<ol style="list-style-type: none"> 1. Summarize the scope of different metric studies in library and information science 2. Identify various analysis patterns to measure the growth of literature 3. Develop the skill of applying media to measure the output of research 					
Course Outcomes:					
The student will be able to:					
<ol style="list-style-type: none"> 1. Apply the knowledge to identify the relationship between various metrics in library science research. 2. Determine the value of scientific output using bibliometric laws 3. Demonstrate the authorship pattern and productivity index using citation analysis 4. Analyze the scientific productivity and rank the organization based on their scientific productivity. 5. Measure the performance of an individual and organization using media metrics. 					

6. Predict the research contributions and citations of the institutions and rank them at national and international level.		
Module: 1	Metric Studies in LIS	7 Hours
Origin, Development and Scope of Bibliometrics – Scientometrics – Informetrics - Cybermetrics - Altmetrics and its applications in Library and Information Science – Relationship between five metric studies		
Module: 2	Bibliometric Laws	7 Hours
Zipf’s Law, Lotka’s Law, Bradford’s Law, Problems and limitations of Bibliometric methods – Price Law – Pareto’s Law.		
Module: 3	Scientific Productivity	7 Hours
Growth and Obsolescence of Literature - Models and Methods of Growth study – Indicators: Authorship Pattern, Collaboration Pattern and Productivity Index		
Module: 4	Citation Analysis	8 Hours
Meaning and Sources of Citation Analysis – Citation Indexes - Cito-analytical Products and their uses – Citation Databases: Scopus – Web of Science – Google Scholar – Bibliometric Indicators: Impact factor, h-index, g-index and i10 Index – Citation Tools: Mendeley and Zotero – Citation Styles		
Module: 5	Webometrics	8 Hours
Definition and Meaning of Webometrics - Methodologies – Webometrics Ranking System – Merits and Limitations – Webometrics research methods in Library and Information Science.		
Module: 6	Media Metrics	8 Hours
Meaning and concept of Media Metrics - Types of Media Metrics - Variables and Nature of Media Measurement - levels of Measurement - Media Metrics in Print Media and Electronic Media - Corporate Communication – Advertising - Development Communication - Social Marketing - Web Media and Media Metrics in various other Media.		
Total Lectures		45 Hours
Reference Books		
1.	Ball Rafael and Walter de Gruyter und Co. “Handbook Bibliometrics”. De Gruyter Saur 2022, ISBN - 9783110642599	
2.	Thelwall, Michael. “Introduction to Webometrics”. Springer Nature, 2022, ISBN - 9783031022616	
3.	Vinod Kumar Singh, “Bibliometrics, Informetrics and Scientometrics : Opening New Vistas of Information Science”. Ghaziabad (U.P.), A.J. Books, 2015, ISBN - 9788193048542	
4.	Berger, Arthur Asa . “Media and Communication Research Methods : An Introduction to Qualitative and Quantitative Approaches”. Thousand Oaks, California, Sage Publications, Inc, 2020, ISBN - 9781544332680	
5.	Golosovsky Michael. “Citation Analysis and Dynamics of Citation Networks”. Springer 2019, ISBN - 9783030281694	
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Course Code	INFORMATION SOURCES AND RETRIEVAL	L	T	P	C
22LS3007		3	0	0	3
Course Objectives:					
Enable the student to:					
1. Classify various information sources available in library					
2. Identify the e-resources, open sources and its advantages					

3. Assess various information retrieval techniques and its importance							
Course Outcomes:							
The student will be able to:							
<ol style="list-style-type: none"> 1. Analyze various information resources and its advantages 2. Categorize the reference sources of information based on the content 3. Develop skills to search and retrieve electronic information sources from the web 4. Assess various national and international information systems, networks and its functions 5. Examine the methods to evaluate information retrieval systems. 6. Review the functioning of search engines and its optimization 							
Module: 1	Information Sources			7 Hours			
Definition, Need, Characteristics of Information sources – Types: Primary, Secondary and Tertiary Sources of Information; Documentary Sources and Non- Documentary Sources – Human Sources.							
Module: 2	Reference Sources			7 Hours			
Ready Reference Sources: Types and Value – Dictionaries – Encyclopedias – Almanacs - Biographical Sources - Handbooks and Manuals - Geographical Sources - Bibliographical sources –Indexing and Abstracting sources.							
Module: 3	Electronic Information Resources			7 Hours			
E-Books - E-Journals – E-Thesis and Dissertations - Internet as a Source of Information – Online Resources - Remote Access - INFED – Open Sources -Subject Gateways – Web Portals – Bulletin Boards – Discussion Forums/Groups - Evaluation of Reference Sources and Web Resources.							
Module: 4	Bibliographic Databases			8 Hours			
Open Access Databases – National Information Systems and Networks: NISCAIR – DESIDOC – ENVIS – INFLIBNET – NDLI – NICNET- ERNET, National Knowledge Network (NKN) – International Information Systems and Networks: INIS, AGRIS, INSPEC, BIOSIS and ERIC - Patent Information System (PIS).							
Module: 5	Information Retrieval System			8 Hours			
Concept, Definition and Types of Information Retrieval System – Features – Components – Models of Information Retrieval: Boolean, Fuzzy, Vector Space and Probabilistic models.							
Module: 6	Information Retrieval Techniques			8 Hours			
Search Engines: Types, Feature, and Applications - Search Strategies - Web Based Information Retrieval - World Wide Web: Document Model, Naming – Web Directories – Ontology – Semantic Search - Evaluation of IRS - Precision and Recall							
Total Lectures				45 Hours			
Reference Books							
1.	Narendra Dodiya. “10 Pillars of Library and Information Science”. Ess Ess Publication, 10 Aug. 2015, ISBN - 9788170007609						
2.	O’Gorman Jack. “Reference Sources for Small and Medium-Sized Libraries”. Eighth edition Eighth ed. ALA Editions 2014, ISBN - 9780838919767						
3.	Information Resources Management Association. “Information Retrieval and Management: Concepts Methodologies Tools and Applications”. Information Science Reference 2018, ISBN - 9781522551928						
4.	Sukula Shiva. “Information Retrieval”. Ess Ess Publications 2014, ISBN - 9788170007340						
5.	Tucker Virginia M. “Information Retrieval System Design: Principles & Practice”. AcademicPub 2015, ISBN -						
Recommended by Board of Studies			02-12-2022				
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Course Code	MEDIA RESEARCH AND INFORMATION MARKETING			L	T	P	C

22LS3008		3	0	0	3
Course Objectives:					
Enable the student to:					
<ol style="list-style-type: none"> 1. Describe forms of Media and its importance in library services 2. Discuss the various information products and need for Information Marketing in Libraries 3. Demonstrate the media research methods and its usefulness in promoting libraries 					
Course Outcomes:					
The student will be able to:					
<ol style="list-style-type: none"> 1. Develop knowledge on media libraries and its functions 2. Discover the scope of Information Marketing in Libraries 3. Analyze the marketing strategies and right tools for implementation 4. Examine various social media tools and techniques and its applications in marketing 5. Assess the factors influencing marketing of library products and services 6. Apply media research techniques to identify the challenges in libraries 					
Module: 1	Media Libraries	7 Hours			
Concept, Types of Media: Mass Media: Print Media – Electronic Media - Social Media - Web Media and other forms of Media – Media Libraries					
Module: 2	Information Marketing	7 Hours			
Concept, Definition. Scope and need for Information Marketing in Libraries - Information Products and Services – Information Intermediaries: Functions and Activities.					
Module: 3	Marketing Strategies	7 Hours			
Definition and Importance of Marketing – Types of Marketing Strategies - 7 Ps and 7 Cs of Marketing - Marketing Analysis and Implementation - Marketing Mix in Library and Information Science					
Module: 4	Marketing Tools and Techniques	8 Hours			
Social Media in Library Marketing - Facebook, YouTube, Pinterest, Twitters, Blogs, Websites, email list - Print Media: Posters, Handouts, Orientation, Tours - Digital Marketing - Marketing Analytics tools, Search Engine Optimization (SEO), Video Marketing					
Module: 5	Market Products and Services	8 Hours			
Planning and Development: Advertising, Packing, Branding - Pricing of Information Products and Services - Factors influencing prices - Techniques of pricing - Marketing Research- New Techniques in Marketing					
Module: 6	Media Research	8 Hours			
Definition, Types and Sources of Media Research – Media Research methods - Types of Audience - Advantages and Limitation of Audience Analysis - Media Analysis – Multimedia in Libraries					
Total Lectures					45 Hours
Reference Books					
1.	Berger, A. A. “Media Analysis Techniques”. United States: SAGE Publications,2017, ISBN - 9781506366210				
2.	Kotler, Philip, et al. “Marketing Management”. Hoboken, Pearson Education, 2022, ISBN - 9780135887158				
3.	Polger Mark Aaron. “Library Marketing Basics”. Rowman & Littlefield 2019, ISBN - 9781442239630				
4.	Helmick Samantha C. “Mobile Social Marketing in Libraries”. Rowman & Littlefield 2015, ISBN - 9781442243811				
5.	Joe Jennifer and Elisabeth Knight. “Social Media for Communication and Instruction in Academic Libraries”. IGI Global Information Science Reference (an Imprint of IGI Global) 2019, ISBN - 9781522580973				
Recommended by Board of Studies		02-12-2022			
Approved by Academic Council		03 June 2023			

Course Code	KNOWLEDGE MANAGEMENT IN LIBRARIES	L	T	P	C
22LS3009			3	0	0
Course Objectives:					
Enable the student to:					
<ol style="list-style-type: none"> 1. Recognize the need for knowledge management in libraries 2. Identify the diverse need of the individuals, organization and communities by adapting knowledge management system and strategies. 3. Reorganize library services by using various knowledge management tools. 					
Course Outcomes:					
The student will be able to:					
<ol style="list-style-type: none"> 1. Illustrate various components of knowledge management and its challenges in libraries. 2. Implement knowledge management system in libraries 3. Employ knowledge sharing behavior and attitude through knowledge codification methods. 4. Design a knowledge management model and to practice in libraries 5. Formulate strategies to protect intellectual capital and intellectual property 6. Explore ways to update skills and competencies to manage knowledge resources 					
Module: 1	Knowledge Management	7 Hours			
Understanding Knowledge - Aim and Scope of Knowledge -Types of Knowledge - Knowledge Sources - Need and Evolution of Knowledge Management(KM) - Components and Functions of Knowledge Management - Principles of KM - Challenges in KM					
Module: 2	Knowledge Management System	7 Hours			
Evolution of Knowledge Management System(KMS) – KMS Architecture and Design - Knowledge Creation Models – SECI model – OODA Model – Hari-Oinnas Kukkonen Model – Trilogy Model					
Module: 3	Knowledge Sharing	7 Hours			
Concept of Knowledge Sharing – Levels of Knowledge Sharing: Tacit, Explicit and Embedded Knowledge Sharing – Knowledge Codification – Modes of Knowledge Conversion – Codification Tools and Procedures - Knowledge Mapping – Decision Trees – Decision Tables – Data visualization					
Module: 4	Knowledge Management Tools and Techniques	8 Hours			
Tools for KM in libraries - Classification of KM Tools - IT Based KM Tools: Groupware and KM 2.0, Intranet and Extranet, Data Warehousing, Data Mining and OLAP – Conventional and Non-IT based KM Tools: Story Telling and Mentoring					
Module: 5	Knowledge Management Strategy	8 Hours			
Knowledge Assets in Library – Intellectual Capital Approach - KM Strategy - Components of KM Strategy – KM model for Libraries - Factors affecting Knowledge Management and Learning – KM practices in Academic Libraries – KM initiatives in India					
Module: 6	Knowledge Workers	8 Hours			
Characteristics and Skills for Knowledge Workers - KM competencies for LIS professionals – KM Education, Training and Development - Ethics and Legal Issues in KM.					
Total Lectures					45 Hours
Reference Books					
1.	Bartlett Jennifer A. “Knowledge Management: A Practical Guide for Librarians”. Rowman & Littlefield 2021, ISBN - 9781538144572				
2.	Awad, Elias M, and Hassan M Ghaziri. “Knowledge Management”. Dehli Phi Learning Private Limited, 2013, ISBN - 9788120343153				

3.	Hislop, Donald, et al. "Knowledge Management in Organizations: A Critical Introduction". Oxford, Oxford University Press, 2018, ISBN - 9780198724018
4.	Bartlett Jennifer A and Spencer Acadia. "Libraries That Learn: Keys to Managing Organizational Knowledge" . ALA Editions 2019, ISBN - 9780838918319
5.	Nazim Mohammad and Bhaskar Mukherjee. "Knowledge Management in Libraries: Concepts Tools and Approaches". Chandos Publishing Is an Imprint of Elsevier 2016 , ISBN - 9780081005682
Recommended by Board of Studies	
	<i>02-12-2022</i>
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