


KANNUR UNIVERSITY
(Abstract)

Master of Library and Information Science (MLISc) Programme under Choice Based Credit Semester System in the University Department – Rectification in the title of the core paper “ LIS C 315 : Statistics and Bibliometrics” of the III semester and the code of Elective Papers–Modified and implemented with effect from 2015 admission – orders issued.

ACADEMIC ‘C’SECTION

U.O. No.Acad/C4/ 5204/2012

Civil Station P.O, Dated, 09-12-2016

- Read: 1. U.O of even No. dated: 30.10.2015
2. Letter dated 14.10.2016 from the Course Director, Department of Library & Information Science, Palayad Campus.

ORDER

1. The Scheme and Syllabus of MLISc Programme under Choice Based Credit Semester system w.e.f 2015 admission ,were implemented in the University Department vide paper read (1) above.
2. As there were typing error in the title of the core paper in the 3rd Semester of the implemented Syllabus, the course Director, Department of Library & Information Science, Palayad vide paper read (2) above , requested to **rectify the title of the core paper “LIS C 315 as Statistics and Bibliometrics instead of LIS C 315 Bibliometrics ”** in the Scheme & syllabus of MLISc programme under Choice Based Credit Semester System in the University Department implemented w.e.f. 2015 admission and also to rectify the code of Elective Papers in the Syllabus of MLISc Programme.
3. The Vice Chancellor after considering the matter in detail, and in exercise of the powers of the Academic Council conferred under section 11(1) of KU Act 1996, and all other enabling provisions read together with, has accorded sanction to **rectify the title of the core paper “LIS C 315 as Statistics and Bibliometrics instead of LIS C 315 Bibliometrics ” and to rectify the code of Elective Papers in the syllabus** of the (MLISc) Programme under Choice Based Credit Semester System, implemented w.e.f 2015 admission subject to report to the Academic Council.
4. Orders are, therefore, issued accordingly.

P.T.O

5. The modified Scheme and Syllabus are appended.
6. U.O as per paper read (1) Stands modified to this extent.

Sd/-
JOINT REGISTRAR (ACADEMIC)
FOR REGISTRAR

To
The Course Director
Department of Library & Information Science, Palayad Campus

Copy to:

1. The Examination Branch (through PA to CE)
2. PS to VC/PA to PVC/PA to R/PA to CE/PA to FO
3. JR/AR I Academic
4. The Computer Programmer (*for uploading in the website*)
5. SF/DF/FC

Forwarded/By Order


SECTION OFFICER

For more details: log on www.kannur_university.ac.in

Appendix to U.O No. Acad/C4/5204/2012 dated 09/12/2016

Code and Name of the Course		Exam Duration (Hrs)	Contact Hrs/week			Marks			Credits	Total Credits	
			Lecture	Seminar/Tutorial	Practical	Continuous Evaluation	End Semester Exam	Total			
Core Courses											
First Semester	LIS C 101	Foundations of Library and Information Science	3	4	3	-	40	60	100	4	16
	LIS C 102	Library Management	3	4	3	-	40	60	100	4	
	LIS C 103	Knowledge Organization and Retrieval	3	4	3	-	40	60	100	4	
	Elective Course										
LIS E 104	Elective – I	3	3	2	-	40	60	100	4		

Code and Name of the Course		Exam Duration (Hrs)	Contact Hrs/week			Marks			Credits	Total Credits	
			Lecture	Seminar/Tutorial	Practical	Continuous Evaluation	End Semester Exam	Total			
Core Courses											
Second Semester	LIS C 205	Information and Communication	3	4	3	-	40	60	100	4	24
	LIS C 206	Information Sources and Services	3	4	3	-	40	60	100	4	
	LIS C 207	Information Literacy	3	4	3	-	40	60	100	4	
	LIS C 208	Planning and Management of Libraries and Information Centres	3	4	3	-	40	60	100	4	
	LIS C 209	Knowledge Organization: Library Classification – Practice	3	1	1	6	40	60	100	4	
	Elective Course										
LIS E 210	Elective- II	3	1	1	6	40	60	100	4		

Code and Name of the Course			Exam Duration (Hrs)	Contact Hrs/week			Marks			Credits	
				Lecture	Seminar/ Tutorial	Practical	Continuous Evaluation	End Semester Exam	Total		
Core Courses											
Third Semester	LIS 311	C	Research Methodology	3	4	3	-	40	60	100	4
	LIS 312	C	Information and Communication Technology Applications – Theory	3	4	3	-	40	60	100	4
	LIS 313	C	Advanced application of Information and Communication Technologies – Practice	3	1	1	6	40	60	100	4
	LIS 314	C	Information Processing and Retrieval: Library Cataloguing – Practice	3	1	1	6	40	60	100	4
	LIS 315	C	Statistics and Bibliometrics	3	4	3	-	40	60	100	4
	Elective Course										
LIS 316	E	Elective – III		4	2	-	40	60	100	4	

Code and Name of the Course		Exam Duration (Hrs)	Contact Hrs/week			Marks			Credits	Total Credits	
			Lecture	Seminar/Tutorial	Practical	Continuous Evaluation	End Semester Exam	Total			
Core Courses											
Fourth Semester	LIS C 417	Information Retrieval	3	4	3	-	40	60	100	4	
	LIS C 418	Digital Libraries	3	4	3	-	40	60	100	4	
	LIS C 419	A) Dissertation		-	-	4	-	-	150	150	4
		B) Preparation of Trend Report, Abstract and Bibliography		-	-	-	-	-	30	30	2
		C) Viva Voce		-	-	-	-	-	40	40	-
		D) Internship Report		-	-	-	-	-	50	50	2
		E) Study Tour Report		-	-	-	-	-	30	30	-
Elective Course											
LIS E 420	Elective – IV		3	4	2	-	40	60	100	4	
GRAND TOTAL							760	1440	2200	84	

LIS C 315: STATISTICS AND BIBLIOMETRICS
(4 Credits)

Unit 1. Basics of Statistics

- Nature and Scope of statistics
- Use of Statistics and libraries and Information centres

Unit 2. Presentation of Data

- Tabular, graphical and diagrammatic presentation
- Construction of freq tables, Graphs
- Measures of central tendency

SYLLABI OF ELECTIVES

INFORMATION AND COMMUNICATION TECHNOLOGY– BASICS (4 Credits)

Unit 1. Introduction to information technology.

- Computer- Importance, Application
- Evolution of Digital computers
- Classification of Computers

Unit 2. Computer architecture:

- Basic computer architecture
- Computer hardwares – Input, output devices
- Storage technology - Internal and External storage devices

Unit 3. Software: Functions and types

- Operating systems- MS DOS, Windows, UNIX and LINUX
- Application software - Database Management Systems ,Word Processors, DTP, Spreadsheets and Presentation packages
- Machine level language generators- Translator, Assembler, Interpreter and compiler
- Programming Languages

Unit 4. Data representation and processing:

- Number systems
- Boolean Logic,
- Flowcharting.
- File and file organization: Concepts, Methods of file organization

Unit 5. Fundamentals of Telecommunication –

- Communication systems
- Switching techniques
- Network media
- Network types and topologies

Unit 6. Internet: Importance, Applications, Evaluation

- Importance, Applications
- www, FTP, Telnet, Firewall
- Evaluation of websites

Unit 7. Electronic publishing-

- Categories of E- publishing
- Kinds of E-publishing products
- Videotext

Selected Readings

1. Rowley, Jennifer: Information systems, Ed.2, London: Clive Bingley, 1998.
2. Kashyap, M.M: Database systems, New Delhi: Vikas, 1993.
3. Basandra, S.K: Computers Today, New Delhi: Golgotha, 1998.
4. Satyanarayana .R: Information technology and its facets. Delhi: Manic, 1996.
5. Jain, VK: O-level module 1: Computer fundamentals. Ed 2. Delhi: BPB Pub, 1994.
6. Sinha, PK: Computer fundamentals: concept, systems and applications. 2nd ed. New Delhi: BPB Publications, 1992.
7. Mehta, Subhash and Mahata, Bhavana: Quick Computer Course. New Delhi: Galgotia, 1995.
8. Croucher, Phil: Communications and networks. 2nd ed. New Delhi: Affiliated East West, 1995.
9. Rajaraman, V: Fundamentals of Computers. New Delhi: PHI, 1995.
10. Keren, C and Perlmutter, L, Ed: The application of mini and micro computers in information, documentation, and libraries. Amsterdam: Elsevier, 1995.
11. Satish Jain: Information Technology : 'O' Level made Simple. New Delhi: BPB, Latest Edition (All modules).
12. V. K. Jain: Information Technology : 'O' Level. New Delhi: BPB, Latest Edition (All modules).
13. Williams, Briank; Sawyer, Stacey and Hutchinson, Sarah E: Using Information Technology : A practical Introduction to computers and Communication. New Delhi: TMH, (latest edition)
14. Curtin, Dennis P. & others: Information Technology: The breaking wave. New Delhi: TMH, Latest Edition.
15. Shroff, Rustam: Computer Systems and Applications, Mumbai: Himalaya, 2000.
16. Ravishankar, S: Computer Awareness & Applications, Delhi: Himalaya, 1999.
17. Vyas, S D et. Al. Ed: Excellence in Information Technology, Jaipur: Raj publishing House, 2000.
18. Shrivastave, Raj Kumar. A: Text book of Information Technology, Delhi: Dominant publishers, 2001.
19. Johri, Amit and Jauhari, B.S: Computers Today. Vol.1, Mumbai: Himalaya, 1993.
20. Saxena, Sanjay: A First course in computers. New Delhi: Vikas pub. House, 2001.
- Dhiman, Anil.K: Basics of Information Technology for Librarians and Scientists. Vol.1, New Delhi: Ess Ess publications, 2003

APPLICATION OF INFORMATION AND COMMUNICATION TECHNOLOGY – Practice (4 credits)

- Exercises in the use of operating systems: (Linux and Windows)
- Word processors – MS-WORD
- Spread sheets – MS-EXCEL
- Presentation packages – MS-POWERPOINT
- DBMS - MS Access

TECHNICAL COMMUNICATION

(4 Credits)

Unit 1. Technical writing

- Characteristic features of technical writing,
- Audience recognition and involvement
- Language as a medium for communication of thought, readability and text
- Aberrations in technical writing

Unit 2. Products of technical writings

- Preparation of Popular articles, technical reports, review articles, digests, briefs, trend report, state of the art report, status report, and News letter

Unit 3. Abstracting

- Types of abstracts
- Guidelines in preparing abstracts

Unit 4. Repackaging and consolidation

- Types of information consolidation products and their preparation.: Content analysis
- Repackaging, formatting, consolidation

Unit 5. Mechanics of writing

- Common problems in spelling, grammer, usage and punctuation
- Use of style manuals
- Copy editing
- Proof reading

Selected Readings

1. Seetharama, S. Information consolidation and repackaging. Delhi. Ess Ess. 1997.
2. Seetharama, S. Information analysis and consolidation in non R & D context. (IASLIC Seminar Kanpur. 1983.)
3. Kumar, P S G. Information analysis, repacking. Consolidation and information retrieval. Delhi, B R Publishing. 2004
4. Mills, Paul. Routledge creative writing course book. London. Routledge 2006.
5. Pauley, Steven E and Riordan, Daniel G. Technical report writing. Delhi. AITBS. 2001
6. Bhattachayya, G. Designing Information Consolidation Products: Application of visual communication techniques. (Paper presented at the third meeting of UNISIST Working group on Information Analysis and Consolidation. Kuala Lumpur. 12-16 September 1983.)
7. Cambell, W G and Ballou, S V. Form and style, 1978. Houghton Mifflin Co., Boston.
8. Gopalakrishnan, N K. Linguistic approach to condensation of Information in Natural Languages. (DRTC Annual Seminar. 18; 1981, Paper BE).
9. Neelameghan, A and Seetharama, S. Reference framework: An aid to Information Analysis and Consolidation. (DRTC Annual Seminar. 18; 1981; Paper BD)

10. Parker, C. Using and presenting information. (In Bradfield (V I), Ed. Information sources in architecture. 1983. Butterworths. P 76-95).
11. Saracevic, T and Wood, JS. Consolidation of Information: A handbook of evaluation, restructuring and repackaging of scientific and technical information. 1981. Paris.
12. Turner, BT. Effective Technical Writing and Speaking. 1974. Business Books Limited. London.

SPECIAL LIBRARY SYSTEM

(4 Credits)

Unit 1. Special Libraries

- Definition, Characteristics, objectives and functions of special libraries
- History and Development of Special Libraries in UK, USA and India
- Types of special libraries
- Role of special libraries in R&D institutions, Industries and Government Departments

Unit 2. Collection Management

- Definition of Collection Development and Collection Development policy
- Procedures for Collection Development
- Types of documents-Non Book materials
- Scholarly Communication
- Acquisition procedure for books and journals
- Collection Management: functions, Weeding , preservation

Unit 3. Staff, User and Services

- Staff Selection
- User Studies
- Current Awareness Service
- Selective Dissemination of Information
- Newspaper Clipping Services
- Digest Service
- Reference and Referral Service
- Translation Service

Unit 4. Library Consortia

- Library Cooperation: International Scene - OCLC
- Library Cooperation: Indian Scene
- Consortia for e- resources
 - Engineering (INDEST-AICTE)
 - Health Science (HELINET)
 - Space research (ICAST Consortia Initiative)
 - Agriculture (NARS)

Unit 5: Developments and Trends in Special libraries

- Changing environment
- Digital Resources
- Services in Networked environment
- Polymedia libraries
 - Electronic libraries, Digital libraries, Gateway libraries, Virtual libraries
 - Challenges in providing polymedia library services

Selected Readings:

1. Singh, SP and Krishan Kumar. Special Libraries in the Electronic Environment. New Delhi: Bookwell, 2005.
2. Ashworth, W. Handbook of Special Librarianship and Information Work. Ed .4. London: ASLIB, 1985.
3. Autherton, P. Handbook of Information Systems and Services. Paris: UNESCO, 1977.
4. Bakewell, KGB. Industrial Libraries through the World. Oxford: Pergamon, 1969.
5. Burket, J. Trends in Special Librarianship. London: Clive Bingley, 1968.
6. Claderhead, P (Ed). Libraries for Professional Practice. London: Architectural Press, 1972.
7. Krishan Kumar. Research Libraries in the Developing Countries. Delhi: Vikas, 1973
8. Mount, E. Management of Scientific and Technical Libraries. New York: Haworth, 1984.
9. Jackson, EB. Special Librarianship: A New Reader. Metuchen: Scarecrow Press, 1985.
10. Pruett, NJ. Scientific and Technical Libraries. 2vols. Orlando: Academic, 1986.

ACADEMIC LIBRARY SYSTEM

(4 Credits)

Unit 1. Academic Libraries

- Definition, Meaning, Importance, Functions, Services and Types of Academic Libraries.

Unit 2. Higher Education and Libraries

- History and development of Higher education in India.

Unit 3. Role of UGC in development of Academic Libraries

- Users of Academic Libraries: Types of users and their needs.
- User study: Need, importance and techniques. User Education

Unit 4. Collection Development in Academic Libraries

Types and character of Academic Library collection.

- Acquisition of Documents: Selection, Policy and procedures, Maintenance.
- User participation in collection development. Information Technology Impact. Problems of Collection development

Unit 5. Library and Information Services in Academic Libraries

- Reference Service/Referral
- Library Use and Information Literacy
- Documentation and Information Service
- Current Awareness and SDI Service
- Abstracting and Indexing Services
- Information Product Development Services
- Document Delivery Services

Unit 6. Extension Activities

- Colloquia, Seminars, Exhibitions, Book Talks, Continuation Education Programmes

Unit 7. Library Cooperation

- Resource Sharing, Networks and Consortia.
- International and National Scenario. INFLIBNET, DELNET

Selected Readings:

1. Srivastava S.N. and Verma S.C. University libraries in India. New Delhi, Vikas, 1980.
2. Jenkins C. and Mary Morely. Collection development in academic libraries. 1996.
3. Gelford, M.A. University libraries for developing countries. 1974.
4. Trehan, G.L. College library development. 1985.
5. Bavakutty, M. Libraries in higher education. New Delhi, Ess Ess. 1988.
6. Saini, Library organisation for higher education. 1976.
7. Bavakutty, M, College libraries in India, Vol.7: A case study, MCB University press, West Yorkshire 1986
8. Isaac, D. and others. Academic libraries: Role in the national development. 1993.
9. Henry, Mike and Morgan, Steve. Practical strategies for modern academic library. London, Aslib-IMI, 2002.
10. Mathu, M.V. and Arora, R.K. Indian University Library System revitalization.
11. Sewa Singh and Arora, M. Handbook of college libraries: Problems, finance and related aspects.
12. Cowley, John. Personnel management in libraries. 1982

Palayad

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