

SYLLABUS for

M. Phil. in Library and Information Science Programme

(Two Years)

(To be effective from 2018-19 academic sessions)

UNIVERSITY OF NORTH BENGAL
Department of Library and Information Science
Raja Rammohunpur, Darjeeling
PIN-734013

2018

**M. Phil. Curriculum
Scheme of papers and marks**

Course code	Course Title	F/C/E	Credits				Marks	
1st Year 1st Semester			L	T	P	C	Exam	IA
MPLIS-01	Review of Literature	C	4	0	1	4	100	00
MPLIS-02	Independent Reading	C	2	0	1	2	00	50
MPLIS-03	Computer Literacy	C	2	0	1	2	00	50
MPLIS-04	Research Methodology	C	4	0	1	4	100	00
MPLIS- 05	Pilot Project/Survey	C	0	0	4	4	00	100
	Sub Total		12	0	8	16	200	200
1st Year 1st Semester Total		Credit=16					Marks=400	
1st Year 2nd Semester								
MPLIS-06	Philosophy of Library & Information Science	F	2	0	0	2	50	00
MPLIS-07	Modern techniques in Library Management	C	4	0	0	4	100	00
MPLIS-08	Modern Information Retrieval Techniques and Tools	C	4	0	0	4	100	00
MPLIS-08	Digital Information Sources in LIS Research	C	0	0	4	4	00	100
MPLIS-10E1	Ranganathan Study	E	2	0	0	2	50	00
MPLIS-10E2	Community Information System	E	2	0	0	2	50	00

	and Services								
	Sub Total		1	0	4	16	300	100	
			2						
	1st Year 2nd Semester Total	Credit=16					Marks=400		
	2nd Year 1st Semester & 2nd Semester							Viva-voce	
MPLIS-11	Dissertation	C	0	8	0	8	150	50	
	2nd Year Total	Credit=8					Marks=200		
	Grand Total	Credit=40					Marks=1000		

N.B: 1. Elective papers are optional one. Students will opt any one either

MPLIS-10E1 or MPLIS-10E2

2. The abbreviations stand for: F= Foundation; C=Core; E= Elective

IA= Internal Assessment

M. Phil. in Library and Information Science

Detailed Syllabus

1st Year 1st Semester

(This will run simultaneously with Ph.D. course work)

Paper Code: MPLIS-01

Paper Name: REVIEW OF LITERATURE

100 marks

4 Credits

Unit 1. Study into development of subject

- I. Scope of subject- divisions and sub-divisions, classification, application areas
- II. Study of landmarks- year and period of contribution, name of contributors and their significant contributions, title and the year and period of publication of the original work

- III. Trend of research- growth of literature on subject, degree of documentary seepage, scattering and application of information on research in the subject and other discipline
- IV. Educational trend- development of education in subject, level of education- undergraduate and research.

Unit 2. Study of sources of information

- I. Documentary sources-study of available documentary resources.
 - a. Primary sources-study of outstanding text book advanced treaties and primary periodical publications
 - b. Secondary sources- encyclopedia dictionaries directories glossaries adhoc bibliographies indexing and abstracting periodicals annual reviews year-books etc.
- II. Institutional sources – study of institutes engaged in subject concerned
 - a. Conferences-International and local
 - b. Research projects –International and local
- III. Human sources - Study of people engaged in subject their specialties and works-international, national and local.
- IV. Study of electronic resources-web resources online databases e- journals, indexing and Abstracting services, citation index (web of science) etc.

Unit 3: Writing Proposal and Report

- I. Types of documents
- II. Audience analysis
- III. Document design and information presentation
- IV. Writing skills
- V. Preparation of bibliography and references

Paper Code: MPLIS-02

Paper Name: INDEPENDENT READING

50 marks

2 Credits

Unit 1: Independent Reading

- I. Selection of topic
- II. Collection of literature and assimilation
- III. Preparation of commentary
- IV. Seminar

Paper Code: MPLIS-03

Paper Name: COMPUTER LITERACY

50 marks

2 credits

Unit 1: Computer Literacy

- I. Using word processor
- II. Making presentation
- III. Tools for research- Procite, EndNote, Reference Manager etc.

Paper Code: MPLIS-04

Paper Name: RESEARCH METHODOLOGY

100 marks

4 Credits

The main aim of this course is to make the students aware of the importance of research. The students will be taught the different methods for conducting research. The students will also be taught to design instruments to collect data with various approaches to analyze data.

Block I: An Overview of research

Unit 1: Origin of research; Administrative Verses Critical Research; Research for different purposes.

Unit 2: Context in Research

Unit 3: Significance of research; the process of theory building

Unit 4: Aspects of Research; and Before Research Begins

Block II: Steps for conducting Research

Unit 1: Title, Introduction, Rationale, Problem, Aim & Objectives

Unit 2: Theoretical/ Conceptual/ Operational Framework; Hypothesis

Unit 3: Methodology: Design, Universe/ Population, Variables, Sample, Instruments, Types of Data, Data Collection, Time Schedule, Budget, Limitations, etc.

Unit 4: Data Analysis Methods, Writing of Report, Summary, Executive Summary, Conclusions & recommendation.

Block III: Contemporary Research Designs

Unit 1: Qualitative, Quantitative, Interpretative, Basic & Applied

Unit 2: Experimental/ Naturalistic, Laboratory/ Field Research, Cross Section & Longitudinal

Unit 3: Participant Observation; Non-Participant Observation, Overt & Obtrusive

Unit 4: Content Analysis

Block IV: Sampling Methods

Unit 1: Formative, Process & Summative Research: Probability & Non-probability; Sample & Sampling; Pre-test, Pilot-test & Post-test.

Unit 2: Survey Design in Probability Sampling; Simple Random, Systematic Random, Stratified, Multistage Cluster Sampling

Unit 3: Survey Design in Non- probability sampling: Purposive, Convenience & Quota Sampling; Designing of Instrument; Ethical Issues & Current Problems

Unit 4: Aspects of Media for research

Block V: Qualitative Research Designs

Unit 1: Case studies

Unit 2: Ethnography

Unit 3: Participant Observation and non-participants Observation

Unit 4: Focus Group, Ground Theory Methods, Action Research, Naratology.

Block VI: Library Science Specific Research Designs

The students to have grounding in specific Research Methodologies that are applied/ used in Library Science discipline.

Block VII: Statistical Analysis

1. Descriptive Statistics
2. Use of Statistical Software

Paper Code: MPLIS- 05

Paper Name: PILOT PROJECT/SURVEY

100 marks

4 Credits Each

Student has to compile a pilot project on a given topic and to be submitted before the End Semester Examination.

Reading List:

1. Khotari, R.C. **Research Methodology: Methods & technique**, Delhi: Wiley Eastern Ltd. 1985.
2. Gupta, S.C. & Kapoor, K.V. **Fundamentals of Mathematical Statistics**, Sultan Chand & Sons, Delhi, 1994.
3. Rebecca, B, Rubin et. al. **Communications Research Measures**, The

Guildford Press, New York, 1994.

4. Susanna, Horning Priest. **Doing Media research: An Introduction**, Sage, New Delhi, 1996.
5. Arthur, A. Berger. **Media Research Techniques**, Sage, New Delhi, 1996.

1st Year 2nd Semester

Paper Code: MPLIS-06

Paper Name: PHILOSOPHY OF LIBRARY & INFORMATION SCIENCE

50 Marks

2 Credits

Unit 1:

- I. Philosophy of Information Studies
- II. Library and Information Science- practice, theory, and philosophical basis
- III. LIS and Philosophy of Science
- IV. Metaphysics, Logic and Philosophy of Information

Unit 2:

- I. Empiricism, rationalism and positivism in Library and Information Science
- II. Phenomenology and Information Studies
- III. LIS and Hermeneutics
- IV. Structuralism, post-structuralism in Library and Information Science

Unit 3:

- I. Critical realism as a Philosophy and Social theory in Information Science
- II. Epistemology and Information
- III. Ethics and Information
- IV. Ethics of Librarianship

Suggested Readings:

1. Bates, M. J. (2005). An introduction to metatheories, theories, and models. In K. E. Fisher, S. Erdelez, & L. McKechnie (Eds.), *Theories of information behavior* (pp. 1–24). Medford, NJ: Information Today.

2. Bates, M. J. (2006). Fundamental forms of information. *Journal of the American Society for Information Science and Technology*, 57(8), 1033–1045.
3. Blair, D. C. (2003). Information retrieval and the philosophy of language. *Annual Review of Information Science and Technology*, 37, 3–50.
4. Blair, D. C. (2006). *Wittgenstein, language, and information: "Back to the rough ground!"* Dordrecht, The Netherlands: Springer.
5. Brookes, B. C. (1980). The foundations of information science, Part I: Philosophical aspects. *Journal of Information Science*, 2(3/4), 125–133.
6. Budd, J. M. (1995). An epistemological foundation for library and information science. *Library Quarterly*, 65(3), 295–318.
7. Budd, J. M. (2001). *Knowledge and knowing in library and information science: A philosophical framework*. Lanham, MD: Scarecrow.
8. Budd, J. M. (2005). Phenomenology and information studies. *Journal of Documentation*, 61(1), 44–59.
9. Cornelius, I. V. (1996). *Meaning and method in information studies*. Norwood, NJ: Ablex.
10. Day, R. E. (2005). Poststructuralism and information studies. *Annual Review of Information Science and Technology*, 39, 575–609.
11. Fallis, D. (2006). Social epistemology and information science. *Annual Review of Information Science and Technology*, 40, 475–519.
12. Floridi, L. (2002a). On defining library and information science as applied philosophy of information. *Social Epistemology*, 16(1), 37–49.
13. Floridi, L. (2011). *The Philosophy of Information*. Oxford: Oxford University Press.
14. Foucault, M. (1972). *The Archaeology of Knowledge*. New York: Pantheon.
15. Furner, J. (2010). Philosophy and information studies. *Annual Review of Information Science and Technology*. 44, 161–200.
16. Hansson, J. (2005). Hermeneutics as a bridge between the modern and the postmodern in library and information science. *Journal of Documentation*, 61(1), 102–113.
17. Hjørland, B. (2000). Library and information science: Practice, theory and philosophical basis. *Information Processing & Management*, 36(3), 501–531.
18. Hjørland, B. (2005). Empiricism, rationalism and positivism in library and information science. *Journal of Documentation*, 61(1), 130–155.
19. Moran, D. (Ed.). (2008a). *The Routledge companion to twentieth century philosophy*. London: Routledge.

20. Popper, K.R. (1979), *Objective knowledge: an evolutionary approach (revised edition)*. Oxford: Clarendon Press.
21. Shera, J. H. (1970). *Sociological foundations of librarianship*. New York: Asia Publishing House.
22. Smith, M. M. (1997). Information ethics. *Annual Review of Information Science and Technology*, 32, 339–366.
23. Talja, S., Tuominen, K., & Savolainen, R. (2005). “Isms” in information science: constructivism, collectivism and constructionism. *Journal of Documentation*, 61(1), 79–101.
24. Vakkari, P., & Cronin, B. (Eds.). (1992). *Conceptions of library and information science: Historical, empirical and theoretical perspectives*. London: Taylor Graham.
25. Zimmermann, J. (2015). *Hermeneutics: a Very Short Introduction*. Oxford: Oxford University Press.

Paper Code: MPLIS-07

Paper Name: MODERN TECHNIQUES IN LIBRARY MANAGEMENT

100 Marks

4 Credits

Unit 1:

- I. **Trends in Library Management** : Past, Present and Future
- II. **Techniques of Management:** Document Delivery Test, Standard Sampling Theory and Management Review and Analysis Program (MRAP)
- III. **Personnel Management:** MBO, Theory ‘Y’, Participative Management , Consultative Management, Job Satisfactions , Staff Assessment, In-House Supervisory Programme
- IV. **Financial Management:** PPBS, Formula Budgeting, Serials Budget Formula etc.

Unit 2:

- I. Organizational culture and structure
- II. Strategic planning and strategizing for organization
- III. Theories of organizational behaviour
- IV. Legal and managerial issues in organization

Unit 3:

- I. Marketing of Library and Information centre Products
- II. Library/ Archives/ Information Centres management policy

- III. Public relations for libraries including 2.0 marketing
- IV. Library management tool box

Unit 4:

- I. **Time Management:** ABCD analysis, Pareto analysis, The Eisenhower Method, POSEC method, Implementation of goals, Time management systems: GTD (Getting Things Done), Pomodoro
- II. **Stress Management:** evolution, models and techniques: Social activity, Cognitive therapy, Conflict resolution, Getting a hobby , Music as a coping strategy, Spending time in nature, Exercise and Yoga, Meditation, Mindfulness
- III. **SWOT Analysis :** tools and techniques
- IV. **Total Quality Management (TQM):** Principles and procedures

Unit 5:

- I. **Ergonomics:** Etymology, Domains of specialization, Human factors organizations, methods and drawbacks.
- II. **Outsourcing:** Models, Strategies, policy etc.
- III. **Six Sigma:** general overview and application in LIS
- IV. **Brain Storming:** Mind Mapping & Other recent techniques

Suggested Readings:

- 1. ASHWORTH (W), ed. Handbook of special librarianship and information work. 3rd ed. London: Aslib, 1967.
- 2. Application of management techniques in library and information systems. 11th IASLIC Conference, Roorkee, 1979.
- 3. ATHERTON (P). Handbook for information systems and services. Paris: Unesco, 1977. COWLEY (I). Personnel management in libraries. 1982.
- 4. DOUGHT (R M). Scientific management of library operations.. London: Scarecrow Press, 1982. EINDOR (P). Information systems management: analytical tools and techniques. 1985.
- 5. GUPTA (B M). and NATHAN (S S), ed. Handbook of libraries, archives and information centers in India. V.8. 1990.
- 6. HARTMAN (W) et al. Management information systems handbook. London: McGraw Hill, 1972.
- 7. INSDOC. Workshop on planning of branch information centers in CSIR. New Delhi 1975.

8. LAZAR (Peter). Information system design and management. Bangalore: 1982 (Sarada Ranganathan lectures; 15)

Paper Code: MPLIS-08

Paper Name: DIGITAL RESOURCE MANAGEMENT (PRACTICE)

100 MARKS

4 Credits

The course will identify various digital information sources required for LIS research. The students will learn to handle and use these sources.

- I. Architecture and Users of Digital Resource ,Metadata and Knowledge organization, Implementation of DRM: Distributed DRM/DAM and interoperability
- II. Digital Content, Digital resource and assets: Google Books, Google Scholar, Internet Public Library, LISA, MEDLINE, NDLTD,OATD, OpenDOAR, Project Muse, PROQUEST, PubMed, Sciencedirect, SCOPUS, Springernet, Web of Science etc.

Suggested Readings:

1. Aversa, E. S. and Blazek, R. (1994) *The humanities: A selective guide to information sources*. Englewood, CO: Libraries Unlimited.
2. Buttlar, L. (1999). Information sources in library and information science doctoral research. *Library & Information Science Research*, 21(2), 227-245.
3. Devine, J. and Egger-Sider, F. (2009). *Going beyond Google: The Invisible Web in learning and teaching*. New York: Neal-Schuman.
4. Dubnjakovic, A. & Tomlin, P. (2010). *A practical guide to electronic resources in the humanities*. Oxford: Chandos.
5. Hedges Mark (2016). *Digital Asset Management in Theory and Practice*. N.Y. : ALA
6. Mann, T. (2005). *The Oxford guide to library research* (3rd ed.). Oxford: Oxford University Press.
7. Miller, W. (Ed.) *Academic research on the Internet: Options for scholars and libraries*. New York: Haworth Information Press.
8. Sherman, C. & Price, G. (2001). *The invisible Web: Uncovering information sources search engines can't see*. Medford, N. J.: Information Today.
9. Subramaniam, R (2009). *Digital Asset Management Concept*. In Encyclopedia of Information Science and Technology, 2nd ed. N.Y. : IGI Global
10. Weiss, A. (2014). *Using massive digital libraries : A LITA guide*. Chicago: American Library Association.

11. Whitlatch, J.B. & Searing, S.E. (Eds.). (2014). *Guide to reference: Essential general reference and library science sources*. Chicago: American Library Association.

Paper Code: MPLIS-09

Paper Name: MODERN INFORMATION RETRIEVAL TECHNIQUES AND TOOLS

100 Marks

4 Credits

Unit 1:

- I. Advances in Cataloging and Subject Indexing
- II. Indexing Languages and Vocabulary Control: PRESIS, POPSI, DERA, DEPA
- III. Information Retrieval : past, present and future
- IV. Information Retrieval Models : characteristics and types ; Models for Browsing

Unit 2:

- I. Design and Development of IR Thesaurus
- II. Search methods and Formulation of Search Strategies ; Query languages; Pattern matching ; Stemming algorithms; Query Protocols and Query operations : text and multimedia
- III. Online Database Management Techniques: JDBC and ODBC
- IV. Parallel and Distributed IR: MIMD and SIMD

Unit 3:

- I. User Interfaces and Visualization
- II. Open Source Search Engine Frameworks
- III. Impact of Web on IR
- IV. Characterizing the Web and Transition of Information Retrieval

Unit 4:

- I. Language model based IR
- II. Index compression – statistical properties of terms in IR, Dictionary compression
- III. Artificial Intelligence and IR
- IV. Probabilistic IR

Unit 5:

- I. Text mining and Information filtering
- II. Link analysis, searching and ranking
- III. Cross-lingual Retrieval

IV. Visual IR

Suggested Readings:

1. Baeza-Yates, Ricardo and Ribeiro-Neto, Berthier. Modern Information Retrieval. Newyork : ACM, c1999. ISBN 0-201-39829-X
2. Bruce Croft, Donald Metzler and Trevor Strohman, Search Engines: Information Retrieval in Practice, : Addison Wesley, 2009.
3. C. Manning, P. Raghavan, and H. Schutze, Introduction to Information Retrieval, Cambridge University Press, 2008.
4. Chowdhury, G.G. Introduction to Modern Information Retrieval, 3rd edition. London: Facet. ISBN 9781856046947
5. Ricardo Baeza -Yates and Berthier Ribeiro - Neto, Modern Information Retrieval: The Concepts and Technology behind Search 2nd Edition, ACM Press Books 2011

Paper Code: MPLIS-10E1

Paper Name: RANGANATHAN STUDY

50 Marks

2 Credits

This course will introduce students to the contributions of Dr. S.R. Ranganathan in the field of Library & Information Science. It will also study Ranganathan's life and career at the backdrop of social movement in India. The course will identify the relevance of his ideas in the context of digital world.

Unit 1:

- I. Dr. S. R. Ranganathan – Childhood, education & early life
- II. Ranganathan as librarian
- III. Ranganathan's contribution on library classification, cataloguing, indexing, reference services and documentation
- IV. Ranganathan's contribution on the theory and practice of library management

Unit 2:

- I. Ranganathan and library movement in India
- II. Ranganathan and philosophy of library science
- III. Ranganathan as teacher
- IV. Influence of Indian philosophy & religion on Ranganathan

Unit 3:

- I. Ranganathan as author. Literary criticism of his writings
- II. Relevance of Ranganathan's ideas in digital world
- III. Professional ethics and Ranganathan
- IV. Ranganathan and Melvil Dewey : a comparative study

Suggested Readings:

1. Carr, P.L. (2014). Reimagining the library as a technology: An analysis of Ranganathan's Five Laws of Library Science within the social construction of technology framework. *Library Quarterly*, 84(2), 152–164.
2. Das Gupta, A.K. (1965). *Essay in personal bibliography: Ranganathan Festschrift*, Volume 2: *Bibliography of writings on and by Dr. S.R. Ranganathan*. Bombay: Asia Publishing House.
3. Dudley, E. (Ed.). (1992). *S.R. Ranganathan, 1892-1972*. New Delhi: Ess Ess.
4. Girja Kumar. (1992). *S.R. Ranganathan: an intellectual biography*. New Delhi: Har-Anand Publications.
5. Kaula, P.N.(Ed). (1965). *Library science today: Ranganathan Festschrift*, Volume 1: Paper contributed on *71st Birthday of Dr. S.R. Ranganathan* (12 August 1962). Bombay: Asia Publishing House.
6. Glassmeyer, S. (2010). Ranganathan 2.0. *AALL Spectrum*, 14(3), 22–24.
7. Goldup, S.J. (2010). *Public libraries in the digital age: Investing the implementation of Ranganathan's Five Laws of library science in physical and online library services*. School of Information Management, Victoria University of Wellington.
8. Gorman, M. (1995). Five new laws of librarianship. *American Libraries*, 26(8): 784–785.
9. Noruzi, A. (2004). Application of Ranganathan's laws to the Web. *Webology*, 1(2). Retrieved from: <http://www.webology.org/2004/v1n2/a8.html>.
10. Ranganathan, S R. (1959). *Library Administration*. Bangalore: Sarada Ranganathan Endowment for Library Science.
11. Ranganathan, S.R. (1966). *Elements of library classification*(2nd ed.). Bombay: UBS.
12. Ranganathan, S.R. (1967). *Prolegomena to library classification* (3rd ed.). Bombay: UBS.
13. Ranganathan, S. R. (1987). *Colon Classification* (7th ed.). Bangalore: Sarada Ranganathan Endowment for Library Science.
14. Ranganathan, S. R. (1988). *Classified Catalogue Code with additional rules for dictionary catalogue*. Bangalore: Sarada Ranganathan Endowment for Library Science.
15. Ranganathan, S. R.(1988). *The Five Laws of Library Science*. New Delhi: Sarada Ranganathan Endowment for Library Science.

16. Ranganathan, S R. (1989). *Library book selection*. Bangalore: Sarada Ranganathan Endowment for Library Science.
17. Ranganathan, S. R. (1991). *Reference service*. Bangalore: Sarada Ranganathan Endowment
18. Ranganathan, S. R. (2006). *Philosophy of library classification*. Bangalore: Ess Ess.
19. Satija, M.P. (1992). *S.R. Ranganathan and the method of science*. New Delhi: Aditya Prakashan.
20. Sewa Singh. (1995). *S.R. Ranganathan: Birth centenary literature*. New Delhi: Ess Ess.
21. Walter, S. (2012). Ranganathan redux: The “Five Laws” and the future of college and research libraries. *College and Research Libraries*, 73(3), 213–215.

Paper Code: MPLIS-10E2

Paper Name: COMMUNITY INFORMATION SYSTEM AND SERVICES

50 Marks

2 credits

Unit 1:

- I. Community: meaning, types, nature, users and non-users community, literate and non-literate community, stimulating the non-user community, community need, community profile
- II. Community Information Service: meaning, nature, scope, origin
- III. CIS in different countries with special reference to India, USA, UK and other developing countries
- IV. Area Study

Unit 2:

- I. Information need and related concepts, information seeking behavior, communication and other means,
- II. Role of mass media and local agencies; Government, Semi-Government and Non-Government agencies
- III. Community Information Services and public libraries and/or non-public libraries, urban areas, semi-urban areas, rural areas, various ways and means including application of modern technologies
- IV. Principles of Sense making, Information Literacy and Sense making

Unit 3:

- I. Community Survey: survey method- designing of questionnaire,

- II. Identification of information needs, observation, participant and/or non- participant- interview techniques- sampling- coding- report writing and analysis- conclusion drawing etc
- III. Community Profile – design and implementation
- IV. Digital literacy for community

2nd Year 1st Semester & 2nd Semester

Paper Code: MPLIS-11

Paper Name: DISSERTATION

200 Marks

8 Credits

- The topic and the other details of the Dissertation for each candidate shall be finalized by the Departmental Committee.
- The Dissertation shall be submitted only when the supervisor concerned is/are satisfied that the dissertation is worthy of consideration in partial fulfillment of the M. Phil. degree provided that the application of submission of Dissertation may include results of original research, a fresh interpretation of existing facts and data.

I. Dissertation on approved topic

150 Marks

II. Viva-Voce

50 marks