LIS15301CR   INFORMATION RETRIEVAL

Credit Pattern

Lecture	Tutorial	Practical	Total
3	1	0	4

Objectives:

- To know various types of information retrieval Systems; their characteristics, evaluation, performance, and models.
- To acquaint with various tools, techniques and systems of IR.

Unit I

1.1   Information Retrieval: Concept, Features, Genesis & Development.

1.2   Trends in Indexing: Automatic Indexing etc.

Unit II

2.1   Subject Indexing and Vocabulary Control: Concept and Need.

    2.1.1   Subject Heading Lists,

    2.2.2   Thesaurus: Structure and Functions

Unit III

3.1   Pre-coordinate Indexing Systems

    3.1.1   Chain Indexing.

3.2   Post-Coordinate Indexing Systems

    3.2.1   UNITERM Indexing System.

Unit IV

4.1   Citation Indexing: Concept and development.

    4.1.1   Online Citation Indexing Tools: SCOPUS, Web of Science.

4.2   Evaluation of Information Retrieval Systems: Methods and Parameters

Suggested Readings

Chodhury, C.G. (2004). *Introduction to Modern Information Retrieva*l. *(2*nd ed.). London: Facet Pub.

Cleveland, D. B., & Cleveland, A. D.(1990) *Introduction to Indexing and Abstracting*. (2nd ed.). USA: University of Michigan.

Chu, S.K.W., & Law, N. (2006). Development of information search expertise: Research students' knowledge of source types. *Journal of Librarianship and Information Science*, 39 (1), 27-40.

Dhawan, K.S. (1997*). Principles of information retrieval*. New Delhi: Commonwealth

Foskett, A.C. (1996). *The subject approach to information* (5th ed.) .London: Library Association.

Jones, K. S. (1981). *Information retrieval experiment*. London: Butterworth.

Kiewitt, E. L. (1979). *Evaluating information retrieval systems: the probe program.* London: Greenwood.

Lancaster, F.W. (2003). *Indexing and Abstracting in Theory and practice* (3rd ed.). London: Facet Pub.

Meadow, C. T. (1967). *The analysis of information systems*. New York: John Wiley.

Riaz, M. (1991). *Advanced indexing and Abstracting*. New Delhi: Atlantic

Rajan, T. N. (1981). *Indexing systems: Concepts, Models & techniques*. Calcutta: IASLIC.

Ranganathan, S. R. (1973).*Documentation: Genesis and Development*. Delhi: Vikas Pub.

Rijsbergen, J. V. (1979). *Information retrieval* (2nd ed.). London: Butterworths.

Smiraglia, R. P. (2002). *Works as entities for information retrieval*. New York: Haworth.

Vickery, B.C. (1970).*Techniques of Information Retrieval*.(2nd ed.). London: Butterworth.

Wessel Andrew, E. (1974). *Computer aided Information Retrieval*. Los Angeles: Melville Pub.

LIS15302CR   INFORMATION TECHNOLOGY (PRACTICE)

Credit Pattern

Lecture	Tutorial	Practical	Total
0	0	4	4

Objective:

- To impart practical know how of different Operating Systems, word processors, Spreadsheets and developing bibliographic databases using select packages.

Unit I

1.1 MS DOS (latest available)

Practical 1.1.1: Introduction to DOS Command Prompt. Working with Directory Commands MD, CD, RD, and TREE.

Practical 1.1.2: Introduction to Internal DOS Commands

Practical 1.1.3: Introduction to External DOS Commands

Practical 1.1.4: Batch Commands and XCopy commands.

Practical 1.1.5: Wild cards in Dos and Dos help.

1.2 WINDOWS (latest available)

Practical 1.2.1: Introduction to Windows, Windows Desktop, Icons, Taskbar and Start Button.

Practical 1.2.2: Using Scroll Bars, Dialog Boxes and Toolbars, Files and Folders.

Practical 1.2.3: Using Control Panel for customizing Windows.

Practical 1.2.4: Introduction to Windows Accessories, Search and Run Features.

Practical 1.2.5: Add remove Programs/Hardware

Unit II

2.1 MS WORD (latest available)

Practical 2.1.1: Creating and editing a document.
Practical 2.1.2: viewing and Inserting various objects and utilities in document.
Practical 2.1.3: Formatting a document with different attributes
Practical 2.1.4: Tools for Security, Letters and Mailing.
Practical 2.1.5: Designing and insertion of different tables etc

2.2 MS EXCEL (latest available)

Practical 2.2.1: Introduction to Creation, Editing and Saving of Excel. Workbooks and Workspaces. Inserting worksheets, rows and columns. Working with Cells and Ranges.

Practical 2.2.2: Working with Excel Functions like Date and Time, Math and Trig, Statistical, Text and Logic.

Practical 2.2.3: Working with Excel Charts.

Practical 2.2.4: Changing worksheet Layout, Other Formatting Options.

Practical 2.2.5: Goal Seek and Creation of Lists.

Unit III

3.1 MS ACCESS (latest available)

Practical 3.1.1: Creating a Blank Database in Access.

Practical 3.1.2: Working with Tables using design view, using wizard and by entering data.

Practical 3.1.3: Creating Queries

Practical 3.1.4: Understanding relationships.

Practical 3.1.5: Creating Forms.

Unit IV

4.1 Special Purpose application software: CDS/ISIS.

Practical 4.1.1: CDS/ISIS – Systems Overview, Creation of FDT, Data Entry Worksheet, Print/Display Format, Field Select Table.

Practical 4.1.2: Data Entry Services, Formatting Language.

Practical 4.1.3: Data retrieval Services. Data Import & Export.

Practical 4.1.4: Sorting & Printing Services, Master File Services.

Practical 4.1.5: Familiarization with WINISIS.

Suggested Readings:

Andersen, V.(2003).*How to do everything with Microsoft Office Access 2003*.New York: McGraw Hill

Aswal, R.S. (2003). *CDS/ISIS for windows: A Handbook for Librarians* New Delhi: Ess Ess Pub.

Boxton, A., & Hopkinson A.(2001). *The CDS/ISIS for windows handbook*. UNESCO.

Cooper, J. (2002). *Using MS-DOS 6.22(3rd ed*). Indianapolis, Ind: Que.

Fehily, C. (2005).*Windows XP*.Berkeley, CA: Peachpit.

Flynn, M.(2004). *Microsoft Access 2003 expert certification*.EMCparadigm Pub.

Grauer, R. T., & Barber, M. (2006).*Microsoft Office Excel 2003: Comprehensive (Rev ed)* . NJ: Pearson/Prentice Hall.

Gunter, S. K. (2007). *Teach yourself visually Office 2007*. Indianapolis, IN: Wiley Pub., Inc.

Hart-Davis, G., (2003). *How to do everything with Microsoft Office Excel 2003*.New York: McGraw Hill.

Harvey, G. (2010). *Excel 2010 all-in-one for dummies*. Hoboken, NJ: Wiley Pub.

Harvey, G. (2010). *Excel 2010 all-in-one for dummies*. Hoboken, NJ: Wiley Pub.

Kinkoph, S. (2004) .*Teach yourself visually Windows XP*.NJ: Wiley Pub.

Marmel, E. J. (2013). *Teach yourself visually Office 2013: The fast and easy way to learn*. Indianapolis, IN: John Wiley & Sons, Inc.

Mathews, M. S., & Mathews C. (2007) *Microsoft Office Word 2007Quicksteps*. New York: McGraw-Hill.

Mathews, M.S.,& Cronan, J. (2005).*Microsoft Office Word 2003*.New York: Mc Graw Hill.

Matthews, C. B., Matthews, M. S., & Cronan, J. (2010). *Microsoft Office 2010 quicksteps.* New York: McGraw-Hill.

McFedries, P. (2009). *Teach yourself visually Windows 7*. Indianapolis, IN: Wiley Pub.

McFedries, P. (2012). *Windows 8 simplified.*Indianapolis, IN : John Wiley & Sons, Inc., [2012] ©2012

McFedries, P.(2005).*Teach yourself visually Windows XP. (2nd ed).*NJ: Wiley Pub.

Moran, R. ,&Johnson, K. (2003).*Windows XP*.NJ: Willey Pub.

Muir, N. (2007). *Teach yourself visually Excel 2007.* Hoboken, N.J: Wiley.

Nair, R. (1998). *Basics of CDS/ISIS for DOS*.Delhi: D.K.Pub.

Norton, P. (1996). *Peter Norton's Dos Guide*.Indianapolis, Ind: Brady.

Pogue D. (2006). *Windows XP for starters*.Sebastopol, CA: Pogue.

Pogue, D. (2013). *Windows 8.*Beijing ; Sebastopol, CA O'Reilly, [2013]

Preston, J. H., Preston, S, & Ferett, R. L (2003)..*Go! With Microsoft Office Word 2003*.NJ: Pearson/Prentice Hall.

Rathbone, A. (2009). *Windows 7 for dummies*. Hoboken, N.J: Wiley.

Rathbone, A. (2012). *Windows 8 for dummies*. Hoboken, N.J: John Wiley & Sons.

Rutkosky, N ., & Seguin D.(2004).*Microsoft Access 2003.* St.Paul, MN: EMC/Paradigm.

Rutkosky, N. H., &Seguin, D.(2004).*Microsoft Excel 2003*.St.Paul, MN: EMC/Paradigm.

Rutkosky, N., & Seguin D.(2004).*Microsoft PowerPoint 2003.* St.Paul, MN: EMC/Paradigm.

Shoup, K. (2010). *Teach yourself visually Office 2010.* Indianapolis, Ind: Wiley Pub., Inc.

Stephen, M. (2007). *Excel 2007.* London: Teach Yourself.

Tidow, R., Clark, David J., &Toot, M. S.(2005).*Master visually Windows XP.(Service pack 2nd ed)*NJ:Wiley Pub.

Ulrich, L. A. (2003).*How to do everything with Microsoft Office 2003*. New York: McGraw Hill

Wang, W. (2010). *Office 2010 for dummies*. Hoboken, N.J: Wiley.

Wyatt, A.(1993).*Using MS-DOS 6.2.*Carmel, IN: QUE.

Websites (Illustrative):
UNESCO. (2007).Available at

       http://www.unesco.org/isis/files/winisis/windows/doc/english/WINISIS15rev.pdf

Office 2007 Tutorials available at Florida Gulf Coast University.

       http://www.fgcu.edu/support/office2007/default.asp

LIS15303CR   **INFORMATION SYSTEMS & SERVICES**

Credit Pattern

Lecture	Tutorial	Practical	Total
3	1	0	4

Objectives:

- To acquaint with reference and Information services, systems and their utility and significance.

- To understand various types of users, their information needs and seeking pattern etc.

Unit I

     1.1   Information Systems: Basic Concept, objectives and Functions.

     1.2   Components of Information System

     1.3   Historical Development of information systems.

     1.4   Information policies and programmes. Planning, Design and Evaluation of Information systems.

Unit II

 2.1   Study of International Information Systems and their programs

     2.1.1 INIS: Features and Functions

     2.1.2 AGRIS: Features and Functions

     2.1.3 MEDLARS/MEDLINE: Features and Functions

 2.2   Study of National Information Systems and their Programs

     2.2.1 NISCAIR with reference to information services

     2.2.2 INFLIBNET

     2.2.3 DELNET

     2.2.4 ENVIS

Unit III

     3.1   Reference & Information Service: Concept, Need and Development.

     3.2   Online Reference & Information Service: Concept and techniques.

     3.3   Search strategy in Reference and information Services.

     3.4   Reference librarian: Role, Skills and Competencies.

Unit IV

    4.1   Anticipatory Services

         3.1.1   Current Awareness service

         3.1.2   SDI

    4.2   New & Emerging Techniques in CAS

    4.3   Expert Systems in Reference & information Services.

    4.4   Case Study of Different virtual Reference &Information Networks

Suggested Readings

Bell, Simon. (1996).*Learning with information systems: Learning Cycles in Information Systems Development*. London: Rutledge.

Bopp, Richard. E., &Smith, Linda.(1974). *Reference and Information Services: An Introduction 3rd Ed.).*Colo: Libraries Unlimited.

Davinson, Donald. (1980).*Reference Service*.London: Clive Bengely.

Grogan, Dennis. (1992).*Practical Reference Work.*London: Library Association.

Katz, Bill. (1991).*Reference and Information Services: A Reader for the Nineties*. Metuchen: Scarecrow Press.

Katz, William. (1982*).Introduction to reference work: Basic information Sources. (4th Ed.)(3v).*New York: McGraw Hill.

Katz, William. A. (1978). *Introduction to reference work: Reference services And reference process.* NewYork: McGraw Hill.

Khanna, J.K. (2000).*Documentation and Information Services, Systems and Techniques*.Agra:Y.K Publishers.

Krishan Kumar. (1980).*Reference Services*. New Delhi: Vikas Publishing.

Mukherji, A.K. (1975).*Reference Work and its Tools. (3rd Rev .Ed.).Calcutta: World*

Neelameghan A. and Prasad, K.N. Eds. (2005).Information systems and services in India.Bangalore: SRELS.

Websites (Illustrative):
INFLIBNET.(2007). Available at
      http://www.inflibnet.ac.in/
DELNET .(2007). Available at
http://delnet.nic.in/
CALIBNET.(2007). Available at
      http://www.calibnet.in/

NASCAIR.(2007). Available at
        http://www.niscair.res.in/
FAO.(2007). Available at
        http://www.fao.org/Agris/

LIS304DCE   **Open Access Environment**

Credit Pattern

Lecture	Tutorial	Practical	Total
2	1	0	3

Unit I   Scholarly Communication Process

1.1   Research Lifecycle

1.2   History and Evolution of Scholarly Communication

1.3   Status and Trends

1.4   Role of Stakeholders

Unit II   Open Access: History and Developments

2.1   Open Access: Definition, Philosophy and Evolution

2.2   Approaches to Open Access

2.3   Benefits of Open Access

2.4   Arguments against Open Access and Responses

2.5   Open Access Business Models

Unit III   Rights & Licenses

3.1   Intellectual Property Rights

3.2   Open Licenses

3.3   Support Tools and Services

MLIS15 305 DCE   AGRICULTURE INFORMATION SYSTEM

Credit Pattern

Lecture	Tutorial	Practical	Total
2	1	0	3

Objectives:
- To understand development of Agricultural science, resources and information systems useful to various stakeholders in accessing information.

Unit I

1.1   Agricultural Science: Concept

1.2   Scope of agricultural sciences

1.3   Agricultural Science Organizations and Institutions. National and International. .

      1.3.1 Indian Council of Agricultural Research. (ICAR)

      1.3.2 National Agricultural and Forestry research Institute. (NAFRI).

      1.3.3 Japan International Research Center for Agricultural Sciences(JIRCAS).

      1.3.4 Food and Agricultural Organization. (FAO).

1.4   Information needs and information seeking pattern of Agricultural Science Professionals: An overview.

Unit II

2.   Agricultural Information Systems and Networks: International and National.

      2.1   FAO Databases and Information Systems, USDA Databases, Consultative Group on International Agriculture Research (CGIAR), ICAR & IARI information networks, AGORA

      2.2   AGRIS, AGRICOLA, CAB Abstracts, BIOSIS Previews, Biological & Agricultural Index plus, National Technical Information Service, AGROVOC, National Agricultural Safety Database, Web of Science, Scopus, Core Historical Literature of Agriculture, Pests and diseases image library.

Unit III

3.1   National and international Library and Information support to Agricultural Sciences: Contribution of NAL (USA), National Digital Library for Agriculture (NDLA), Library of IARI (India), IDRC Digital Library (International Development Research Centre), CGVirtual Library

3.2   **Useful Websites and Thesis search:** Networked Digital Library of Theses and Dissertations, British Library EThOS, DART-Europe, OpenThesis, KrishiPrabha

Suggested Readings

Deshmukh.P.P (Ed) (1987).*Information systems for Agricultural sciences and Technology.*New Delhi, Metropolitan.

Eswara Reddy, D.B. (1976). ICAR: History and Growth. New Delhi : Indian Council of Agricultural Research.

John Shenod (1974) .Agricultural librarians Association.In.Encyclopedia of Library and Information science. (v12, p. 245) New York : M. Dekker

Leila .P. Morin (1976).Agricultural sciences Information Network.In Encyclopedia of library and information science. (V19, p. 42-43) New York: M. Dekker.

Phadins, S.P & Abu ShoaibAhsan.(1976). Indian Agricultural data and Information *.Annals of library science and Documentation,* 23, pp.87-98.

Rajgopalan.T.S (1974).Agricultural Librarianship In Encyclopedia of library and Information science (V. 11, p-. 352)

Websites (Illustrative)

Aquaculture Network Information Center. Available at www.aquanic.org

Commonwealth Agricultural Bureaux' World Agricultural Information Service. Available at http://www.cabi.org/

Food and Agricultural Organization .Available at www.fao.org.

Indian Agricultural Research Institute. Available at http://www.iari.res.in

Japan International Research Center for Agricultural Sciences. Available at http://www.jircas.affrc.go.jp/

National Agriculture and Forestry Research institute . Available at http://www.nafri.org.la/

World Agricultural Information Centre. Available at www.fao.org/WAICENT/

LIS15306DCE   **WEB 2.0 & ADVANCED TECHNOLOGIES**

Credit Pattern

Lecture	Tutorial	Practical	Total
2	0	1	3

Objectives

- To acquaint students with changing features of web in the service of educational , research , business and media settings.

- To develop hands on exposure of web2.0 tools, technology and services.

Unit I

1.1   Web 2.0: concept, development and features.

1.2   Web2.0 tools and technology: Blogs, Wikis, RSS feeds.

     1.2.1   Social Networking: Podcasting, photo sharing, Mash-ups, General and professional SNS, video sharing sites

Unit II

2.1   Web 2.0 and library: application and challenges

2.2   Managing scholarly communication in web 2.0 environment

2.3   Social networking services: trends, benefits and software for information professionals

Unit III

3.1   Use of Cloud Computing: storage and collaboration

3.2   Create a mashup by adding a YouTube video and a Google map to a web page

3.3   Social book marking and tagging

Suggested Readings

Bradley, Phil . (2007). How to Use Web 2.0 in your Library. Facet Publication.

Ellyssa, Kroski. (2008). Web 2.0 for Librarians and Information Professionals. New York: Neil Schuman Publication

Theimer, Kate. (2010). Web 2.0 tools and Strategies for Archives and Local History collections . New York, Neil Schuman

Koorakki, Dinesh Vasudevam, T.M; ed . Library 2.0 and Information Management. Delhi, Atlantic Publication

Sauers, M.P. (2009). Searching 2.0. USA: Facet Publication.

LIS15307DCE   **(Academic Writing)**

Credit Pattern

Lecture	Tutorial	Practical	Total
2	1	0	3

Objective (s)

- To focus on the academic writing processes
- To explore the possibilities of getting published

UNIT I Academic Writing

1.1   Academic Writing: Purpose

1.2   Academic Writing as Knowledge production

UNIT II Academic Writing Platforms and Publishing

2.1   Platforms and Types of Academic Writing

2.2   Academic Writing Obstacles

2.3   Publishing in Academic Journals

UNIT III Academic Review Process

3.1   Manuscript Evaluation

3.2   Reviewer Qualities

3.3   Recommending Reviewers

        3.3.1   Types of Review

        3.3.2   Editorial Feedback

        3.3.3   Revisions and Submissions

Suggested Readings

Bailey, S. (2003). *Academic writing: A practical guide for students*. England: Nelson Thornes Ltd.

De Silva, P. U. K. & Vance, C. K. (2017). *Scientific Scholarly Communication The Changing Landscape*. Switzerland : Springer.

Herr, K., & Anderson, G. L. (2015). *The action research dissertation: A guide for students and faculty.* California : SAGE Publications.

Lewin, B. A. (2010). *Writing readable research: A guide for students of social science*. London: Equinox.

LIS15 308DCE   **Open Source Technology**

Lecture	Tutorial	Practical	Total
3	0	0	3

Unit 1   **Open Source and Open Source Software**

        1.1   Open Source: Concept and Development.
        1.2   Open Source Software in different Setups: An overview
        1.3   Advantages of Open Source Software Technology

Unit 2   **Open Source Environments**
        2.1   Open Source Operating Systems: Ubuntu, and FreeBSD.
        2.2   Apache OpenOffice, LibreOffice and NeoOffice
        2.3   Open Source Database tools: MySQL, PostgreSQL and
SQLite.

Unit 3 Open Source Software and Libraries
        3.1   Open Source Software for Digital Libraries and Institutional
                Repositories.
        3.2   Open Source Content Management Systems: An overview
        3.3   Open Harvester Systems for Libraries.
        3.4   Open Journal Systems: An Overview

Websites (Illustrative):

Apache OpenOffice(2015). Apache OpenOffice. Available at
    https://www.openoffice.org/
Drupal (2015).Drupal. Available at
    https://www.drupal.org/
FreeBSD(2015). FreeBSD. Available at
    https://www.freebsd.org/
Joomla (2015).Joomla.Available at
    http://www.joomla.org/
LibreOffice(2015). LibreOffice.Available at
    https://www.libreoffice.org/
MySQL(2015). MySQL.Available at
    https://www.mysql.com/
NeoOffice(2015). NeoOffice. Available at
    https://www.neooffice.org/neojava/en/index.php
OpenCms(2015). OpenCms. Available at
    http://www.opencms.org/en/
Open Harvester Systems (2015). Open Harvester Systems. Available at
    https://pkp.sfu.ca/ohs/
Open Journal Systems (2015). Open Journal Systems. Available at
    https://pkp.sfu.ca/ojs/
Open Source Initiative (2015). Open Source Initiative. Available at
    http://opensource.org/
PostgreSQL(2015). PostgreSQL.Available at
    http://www.postgresql.org/
SQLite(2015). SQLite. Available at
    https://www.sqlite.org/
Sourceforge(2015). Sourceforge. Available at
    http://sourceforge.net/
Ubuntu(2015). Ubuntu. Available at
    http://www.ubuntu.com/

LIS15309GE   **Web Resources for Research**

Credit Pattern

Lecture	Tutorial	Practical	Total
02	0	01	03

Objectives
- **To acquaint students with the problems faced by research community in using web Based information**
- **To acquaint students with Tactics and Strategies for dealing with such sources**
- **To acquaint students with sources and tools dealing with web based information**

UNIT 1   Problem in Scientists Current Practices of Using Web-Based Information
1.1 Web information Sources: Concept and Need
1.2 Challenge to Harnessing Web-Based Information
     1.2.1   Information Overloadand Resources Evaluation
     1.2.2   Web Site Navigation, Reliability and Browsability issues
     1.2.3   Preprints
     1.2.4   Financial Concerns
     1.2.5   Scholarly Misconduct and Misinformation
     1.2.6   Copyright issues

UNIT II   Tactics and Strategies for Dealing with Web-Based Information
2.1   Heuristic Search Strategiesand Navigational Query Formulation
2.2   Controlled Vocabularies and Web Site Evaluation
2.3   Alternative Web-Based Resources
2.4   Search Strategies and Refinement Techniques in Online Databases

UNIT III   *Sourcesand tools for Dealing with Web-Based Information*
3.1   Subscribed Sources -Subject Directories, e-Journals, e-Books, Databases and ETD's
3.2   Free Information Sources
3.4   Preprint Servers

LIS15310GE   **ONLINE SEARCH STRATEGY & TECHNIQUES**
Credit Pattern

Lecture	Tutorial	Practical	Total
1	0	2	3

Objectives
- To make students understands online search environment and natty-gritty of formulating a successful search strategy.
- To sensitize stakeholders of different searching techniques available through various search engines and there utility.

Unit   I
1.1   Online Resources: Development and Growth
1.2   Online Resources: Types and features
1.3   Online tools for efficient retrieval of information

Unit   II
2.1   Online Searching – Concept, Need and Significance
2.2   Difference between Online Search and offline Search
2.3   Formulation of Search Strategy

Unit   III
3.1   Search Techniques (Overview)
3.2   Boolean Search Operators&Nesting
3.4   Truncation, Limiting Search and Proximity Search

LIS15312OE   **Intellectual Property Rights (IPR)**

Credit Pattern

Lecture	Tutorial	Practical	Total
2	0	0	2

Unit 1: Intellectual Property Right (IPR): Concept & Organization

1.1   Intellectual Property Right (IPR): Concept& Importance

1.2   Functions & Objectives of IPR

1.3   World Intellectual Property Organization (WIPO): Features & Functions

1.4   IPR in India

Unit 2: Intellectual Property Right (IPR) & Plagiarism

2.1   Copyright, Patents & Trademarks: Concept, Need& Importance

2.2   Infringements of IPR: Plagiarism

2.3   Types of Plagiarism

2.4   Anti-Plagiarism Softwares (iThenticate, Plagiarism Checker, Viber etc.)