

# **KADI SARVA VISHVAVIDYALAYA**

A university established under Gujarat State Act (no.21 of 2007)

## **GANDHINAGAR**



## **Coursework Doctor of Philosophy in Library & Inf. Science**

### **2014-15**

**LDRP Campus, Near ITI & Kh-5 Circle, Sector – 15,  
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Gandhinagar - 382015**

## **Index**

- Curriculum of the coursework
  - ✓ Paper I
  - ✓ Paper II
  - ✓ Paper III
  - ✓ Scheme of Examination

## **Curriculum of the Coursework**

There will be three papers of 100 marks each.

Paper – I      Research Methodology

Paper – II      Communication

Paper – III      Core Paper: Library & Inf. Science

## ***Paper I Research Methodology***

1. An introduction of research
2. Nature and functions of research
3. Research Ethics
4. Plagiarism
5. Types of Research : Basic, Applied, Interdisciplinary
6. Methods of Research—Historical. Descriptive. Case Study. Survey, Comparative and Experimental.
7. Research Methods in library and Information Science and Services
8. Steps of Research
9. Literature review: necessity, methods and utilization
10. Selecting and limiting the topic
11. Developing Research Questions and Proposal Preparation
12. Research design
13. Formation of objectives and hypothesis (Meaning – Importance – Types – Sources – Characteristics –Forms – Difficulties in Formulation – Testing)
14. Research Questions
15. Sampling
16. Data collection: process, sources, types and tools
17. Data Analysis in Qualitative Research
18. Data: classification, tabulation, presentation and analysis
19. Validity of Research Results
20. Offering suggestions and recommendations
21. Preparation and writing of the Research Report / thesis
22. Problems of Research
23. Bibliometrics
24. INFLIBNET and its use in library Research
25. Popular funding Agencies for Research work
26. Preparing project/research proposal and applying for financial assistance from funding agencies

### **Reference Books:**

1. MLA Handbook for Writers of Research Papers (Seventh edition).
2. Barrun, Jacques and Henry F. Graff: The Modern Researcher, New York.
3. Bearuline, lester A. ed.: A Mirror for Modern Researcher: Essays in Methods of Research in Literature. New York, 1996.
4. Best, John W. :Research in Education.
5. Kothari, C.R. : Research Methodology Methods and Techniques.
6. Raman A. : A Handbook of Research Process, Macmillan.

## ***Paper II Communication***

1. What is Communication ?
2. Types of Communication
3. English Grammar : Parts of Speech, Tense, Active and Passive Voice
4. précis writing
5. Comprehension
6. Official Letter
7. What is research paper? How to write research paper?
8. Norms and standards of writing research papers and publishing papers;
  - a. reviewing and recording from books, Journals, articles and thesis
  - b. writing titles, running title
  - c. authors-single and multiple authorship
  - d. writing abstract/summary/ briefs/
  - e. selecting key words
  - f. writing introduction of the paper
  - g. tools and methods selection
  - h. writing result
  - i. presentation of figures, designs, table components, Graphs; types, style, table v/s graph
  - j. discussion section; Format, Drawing conclusion, Language style
  - k. acknowledgment
  - l. references : Different style
  - m. communication with the Editor, Reviewing Referees' Comments, Galey Proofs
9. Writing Review Articles
10. Documentation Skills:
  - a. Documentation: Preparing the list of works cited
  - b. Documentation: Citing Sources in the text
11. Abbreviations from MLA Handbook for Writers of Research Papers (Seventh edition)
12. Basics of Computer
13. Microsoft Word
14. Microsoft Excel
15. Microsoft PowerPoint
16. Use of Internet

### **Reference Books:**

1. MLA Handbook for Writers of Research Papers (Seventh edition).
2. Agnihotri, R.K. and A.L.Khanna(eds.): Second Language Acquisition Sociocultural and Linguistic Aspects of English in India, New Delhi:Sage.

3. Anderson, Anne and Tony Lynch: Listening, OUP
4. Manuja, Sarita: Write Right, Macmillian.
5. Best, J.W, and Kohn, J.V. (1986), Research in Education, New Delhi Prentice Hall.
6. Chandra, S.S. & Sharma, R.K. (2002), Research in Education, New Delhi: Atlantic Publishers and Distributors.
7. Cohen, L. and Manion, L. (1994), Research Methods in Education, London: Roulledge
8. Good, C.V.(1972), Essential of Educational Research Methodology and Design, New York; Appleton Lenty crafts.
9. Gupta, S. (2005), Research Methodology and Statistical Techniques, New Delhi: Deep and Deep Publication
10. Koul, L (2002), Methodology of Educational Research (3<sup>rd</sup> Edn), New Delhi : Vikas Publishing House.
11. Write and Publish a Scientific Paper by Robert A. Day Oryx Press

## **Paper III Core: Library & Inf. Science**

### **Unit I**

Information. Information Science, Information Society  
Information as a Resource/Commodity  
Information Transfer Cycle—Generation, Collection, Storage and Dissemination  
Role of Information in Planning, Management Socio-economic Development,  
Technology transfer  
Communication—Channels, barriers  
Intellectual Property Rights—Concept. Copyright. Censorship—Print and Non-  
print Media  
Library and Information Policy at the National Level

### **Unit II**

Laws of Library Science  
Library Resource Sharing and Networking  
Library Movement and Library Legislation in India  
Library Extension Services  
Library and Information Science Education in India  
Library and Information Profession  
Library Associations in India. UK and USA—ILA, IASLIC. IATUS. SIS. LA.  
ASLIB, SLA and ALA  
Library Associations Organisations at International level—FID. IFLA and  
UNESCO

### **Unit III**

Sources of Information--Primary, Secondary and Tertiary—Documentary and  
Non-documentary  
Reference Sources—Encyclopaedias, Dictionaries, Geographical Sources,  
Biographical Sources. Year-books/Almanacs. Directories, and Handbooks,  
Statistical (salient features and evaluation)  
Bibliographical Sources—Bibliographies. Union Catalogues. Indexing and  
Abstracting Journals (salient features and evaluation)  
E-documents. E-books, E Journals  
Databases—Bibliographic, Numeric and Pull text—Evaluation

### **Unit IV**

Reference and Information services. Referral Service  
Bibliographic Service. Indexing and Abstracting Service. CAS. SDI. Digest  
Service. Trend Report  
Online Services  
Translation Services  
Reprographic Services

## **Unit V**

Organisation of knowledge/Information

Modes of formation of subjects

Library Classification—Canons and Principles

Library Classification Schemes—DDC, UDC and CC

Library Cataloguing—Canons and Principles

Library Cataloguing Codes—CCC and AACR-II

Bibliographic Records—International standards—ISBDs, MARC and CCF

Indexing— Pre-coordinate, Post-coordinate

Vocabulary Control—Thesaurus, lists of Subject Headings

Databases—Search Strategies, Boolean Operators

Knowledge Management

## **Unit VI**

Management—Principles, Functions, Schools of Thought

Planning, Organisation Structure

Decision making

System Study—Analysis, Evaluation and Design

Collection Development—Books, Serials, Non-book Materials-Selection,

Acquisition, Maintenance; ISBN, ISSN, Cataloguing-In-Publication (CIP)

Human Resources Management—Manpower Planning, Job analysis, Job

description, Selection, Recruitment, Motivation Training and Development

Staff Manual, Leadership and Performance Evaluation

Delegation of authority

Financial Management—Resource Generation, Types of Budgeting, Cost and

Cost-Benefit analysis

PERT, CPM

Library Buildings and Equipment

Performance Evaluation of Libraries/Information Centres and Services

Marketing Information product and services

Total Quality Management (TQM)

## **Unit VII**

Information Technology—Components; Impact of IT on Society

Computers—Hardware, Software, Storage Devices, Input/output Devices

Telecommunication—Transmission media, Switching systems, Bandwidth,

Multiplexing, Modulation, Protocols, Wireless Communication

Fax, E-Mail, Tele-conferencing /Video-conferencing, Bulletin Board Service,

Teletext, Videotex, Voice Mail

Networking—Concepts, Topologies, Types—LAN, MAN and WAN

Hypertext, Hypermedia, Multimedia

Integrated Services Digital Network (ISDN), Open Systems Interconnection (OSI)



## Unit VIII

Library Automation—Areas of automation. Planning. Hardware and Software Selection. OPAC  
 Networks—ERNET. NICNET. DELNET. JANET. BLAISE. OCLC. INFUBNET  
 INTERNET—Components. Services. Browsing—Web Browsers. Search Engines  
 Meta-Data. Digital Object Identifier (DOI)  
 National and International Information Systems—NISSAT. NASSDOC. INSDOC.  
 DESIDOC. INIS. AGRIS. MEDLARS. INSPEC

## Unit IX

Types of Libraries—National, Public, Academic and Special Objectives, Structure and Functions  
 Digital Libraries—Concept  
 Virtual Libraries—Concept  
 Types of users. User studies. User education  
 Role of UGC in the growth and development of libraries and information centres in institutions of higher education in India  
 Role of Raja Rammohan Roy Library Foundation (RRLF)

### **Reference Books:**

S.No	Name of the books	Author	Publishers
1	A student's manual of Library and information science UGC Descriptive	P.S.G.Kumar	B.R.World of books
2	A Success Guide For UGC NET/SLET In Library & Information Science 290	A. Kaliammal, Mounissamy.P	Allien publishers
3	Handbook of UGC NET for LIS Objective type	Tariq Ashraf, Sanjay Kumar Jha	Book well Publishers
4	Library and information science A question bank approach	Khalid K.Faruqi	CBS publishers
5	Library and information Science UGC/NET Descriptive	Badan Barman	DVS publishers
6	Library and information science Volume I	C.K.Sharma	Atlantic publishers
7	Library and information science Volume II	C.K.Sharma	Atlantic publishers
8	Library and information science Volume III	C.K.Sharma	Atlantic publishers
9	Multiple choice questions in LIS	Bhooshan Lal, Ratna Kaushik	B.r.World of books
10	NET Descriptive type for LIS Paper III	C. Lal & K.Kumar	Ess ess reference chennai
11	NET Descriptive type for LIS Paper III	K.Kaliyaperumal	Atlantic publishers
12	NET Library and information science Paper II	D.K.Pandey	Ess ess reference
13	NET LIS Question Bank For NET/SLET/JRF	Suryakant & O S Shekhar Singh	Ess ess reference chennai
14	NET Multiple choice in Library Science Paper II	C. Lal & K.Kumar	Ess ess reference chennai
15	NET Multiple choice in Library Science Paper II	K.Kaliyaperumal	Ess ess reference chennai

16	NET Multiple choice question on LIS 175	Naqvi	Ess ess reference
17	NET Objective question bank for LIS Paper II	A.A.N.Raju	Ess ess reference
18	Net-studies in Library and information science	Khalid K.Faruqi, Mehtab Alam	
19	UGC net Library and information science solved papers	Ramesh publication house	
20	NET Multiple choice in Library Science Paper II	C. Lal & K.Kumar	
21	NET Library and information science Paper II	D.K.Pandey	
22	MCQ for Library and Information science	Kanchan Kamila and Biswajit Das	Anu Publishers Kolkatta
23	UGC net exam Library and information science	B.K.sharma & yogesh sharma	Y.K.publishers, new delhi

## **Scheme of the Examination**

➤ The duration of university exam shall be Two Hours per paper.

Paper No.	Subject	Total Marks	Max. Marks <u>University Exam</u>	
			Objective	Descriptive
Paper 1	Research Methodology	100	60	40
Paper 2	Communication	100	60	40
Paper-3	Core : Library & Inf. Science	100	60	40

## **Format of the question paper**

### ***Paper-1***

1. The question paper is divided in two sections:
  - a) Section A : Objective
  - b) Section B : Descriptive
2. Section A carries 60 marks.
3. There will be 60 multiple choice questions.
4. All questions will carry equal marks i.e. 1 mark.
5. All questions will be compulsory.
6. Section B carries 40 marks.
7. There will be two essay type questions with internal option.
8. Both the questions will carry equal marks i.e. 20 marks.
9. Both the questions will be compulsory.

### ***Paper-2***

1. The question paper is divided in two sections:
  - a) Section A : Objective
  - b) Section B : Descriptive
2. Section A carries 60 marks.
3. There will be 60 multiple choice questions.
4. All questions will carry equal marks i.e. 1 mark.
5. All questions will be compulsory.
6. Section B carries 40 marks.
7. There will be two essay type questions with internal option.
8. Both the questions will carry equal marks i.e. 20 marks.
9. Both the questions will be compulsory.

### ***Paper-3***

1. The question paper is divided in two sections:
  1. Section A : Objective
  2. Section B : Descriptive
2. Section A carries 60 marks.
3. There will be 60 multiple choice questions based on the section A of the curriculum.
4. All questions will carry equal marks i.e. 1 mark.
5. All questions will be compulsory.
6. Section B carries 40 marks.
7. There will be two essay type questions with internal option.
8. Both the questions will carry equal marks i.e. 20 marks.
9. Both the questions will be compulsory.