SEMESTER – III

Paper – LIS-3.1: INFORMATION SOURCES

Course Objectives

The objectives of the paper are:

- To educate students to understand the nature, structure and uses of reference and information sources.

- To familiarize students with the primary, secondary and tertiary sources of information and their content, characteristics etc.

- To train the students in acquiring knowledge and skills in using primary, secondary and tertiary sources of information with required information searching skills

Learning Outcome

After reading of the paper student will be able to

- Understands the nature, structure and uses of reference and information sources

- Identify the different types of information sources and their nature and characteristics

- Develop knowledge of usingprimary, secondary and tertiary sources of information with required information searching skills and competencies.

Units	Content
Unit - 1	Information Sources: Concept, Characteristics, Types: Documentary and non-documentary sources.Evaluation of print and electronic sources.
Unit - 2	Primary Sources: concept, characteristics and uses; Periodicals, Conference Proceedings, Reports, Patents.
Unit - 3	Secondary Sources: concept, characteristics and uses; Dictionary – Oxford English dictionary, Encyclopedia – Encyclopedia Britannica, Year Book – Statesman's yearbook, Geographical sources-Maps and Atlas.
Unit - 4	Tertiary sources: concept, characteristics and uses; Directories, Union Catalogue.
Unit - 5	Electronic Information Sources: Databases –LISA, Google scholar, e-books, e-journals, e-newspapers, Online dictionaries, Online-encyclopaedias.
Unit - 6	Open educationalresources: concept, meaning and definition. E-learning resources: Swayam, e-Gyankosh, e-PG Pathshala, Shodhganga, NDLI. Human libraries.

References:

1. Chowdhury, G.G. and Sudatta Chowdhury. (2001). Information Sources and Searching on the World Wide web, London: Facet Publishing.

2. Kumar, Krishan (2003), Reference services, Ed, 3. New Delhi: Vikas.

3. Kumar,PSG.Ed. (2001). Indian Encyclopedia oflibrary and Information Science, New Delhi: S. Chand & Co.

4. Sewa Singh. (2001),Handbook of International Sources on reference and Information New Delhi: crest Publication.

5. Sharma J.S and Grover,D.R (1998), Reference Service and Sources of Information, New Delhi: ESS ESS.

6. Subramanayam, K. (1981). Scientific and technical Information Resources, New York: Marcel Dekkar.

7. Notes, study material and online learning content on Library and Information Science available at https://egyankosh.ac.in/

8. Notes, study material and online learning content on Library and Information Science available athttps://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw

SEMESTER – III:

Paper EL/OP-1: INFORMATION LITERACY

Course Objectives

The objectives of the paper are:

- To create awareness about information literacy and its utility.

- To educate the students in understanding the concept of information literacy, the types, levels and importance in lifelong learning.

- To develop understanding and inculcate the ILS skills to be required for the students of Higher Education.

Learning Outcome

After reading of the paper student will be able to:

- Develop awareness about information literacy and its use in

- Understand the concept of information literacy, the types, levels and importance in lifelong learning.

- Develop competencies in ILSkills including information search skills required for the students of Higher Education

Units	Content
Unit – 1	**Unit 1: Information Ecosystem:** Types of information sources: Documentary-Primary, Secondary, and Tertiary: Non-documentary sources-Electronic sources, Human and Institutional sources. Human Libraries.
Unit - 2	**Unit 2: Information Literacy:** Meaning, Definition, Need,Information Literacy Skills and Competencies; Library orientation,literature search, User education-methods. Information Literacy for Lifelong Learning.
Unit - 3	**Unit 3:Types and Levels of Information Literacy:** Types –Media literacy, Library Literacy, Computer Literacy, Research literacy. Levels – Entry Level, Middle Level, High Level and Advanced Level.
Unit - 4	**Unit 4: Models and Standards of Information Literacy:** Models – SCONUL, Big-6, ELLISmodels. Standards-IFLA and ACRL.

References:

1. American Library Association. Final Report of Presidential Committee on information literacy. https://www.ala.org/acrl/publications/whitepapers/presidential

2. Barker, K. and Lonsdale, R. Ed. (1994), Skills for life: the value and meaning of literacy, London: Taylor Graham.

3. Bawden, D.(2001). Information and digital literacies: a review of concepts.http://arizona.opeffepository.com/arizona/bitstream/10150/105803/1/bawden.pdf

4. Eisenberg,M.B., Lowe, C.A & Spitzer, K.L (2004). Information literacy Essential Skills for information age. London: Libraries unlimited.

5. Meadows, A.J. Ed. (1991). Knowledge and Communication: Essays on the informationchain, London: literacy

6. Pantry, Sheila and Griffiths, Peter (2002).Creating a successful e-Information service,London: Facet.

7. Notes, study material and online learning content on Library and Information Science available at https://egyankosh.ac.in/

8. Notes, study material and online learning content on Library and Information Science available at https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw

SEMESTER – IV:

Paper LIS 4.1: INFORMATION SERVICES

Course Objectives

The objectives of the paper are:

- To develop skill in understanding the concept, nature, characteristics and different types of information services.

- To equip students to acquire knowledge about organisation of information and providing access to information based on the needs of users.

- To teach students to understand about the documentation and information centers.

- To make students to understand the qualities, qualifications, duties and responsibilities of information officers and their role in modern libraries.

Learning Outcome

After reading of the paper student will be able to:

- Students can effectively understand the concept, nature, characteristics and different types of information services.

- Equip students with the skills to manage, organize, and provide access to information in various settings.

- Understand the nature, structure, objectives and functions of documentation and information centres.

- Inculcate the Qualities and Qualifications, understands the duties and responsibilitiesof being an information officer and his role in library and information center.

Units	Content
Unit – 1	**Information Service:** Concept, Need, Characteristics, Types - Responsive andAnticipatory services.
Unit – 2	**Reference Service**- Short-range and Long-range, Referral Service. Literature search service.Document delivery service (DDS).
Unit – 3	**Types of Information Services**: Current Awareness Service (CAS), Selective Dissemination of Information (SDI) Service, Abstracting and Indexing Service, Newspaper Clipping Service.ONOS.
Unit – 4	**Documentation and Information Centers:**CSIR-NIScPR, NASSDOC, DESIDOC, INFLIBNET, NIC.
Unit - 5	**User Education:**concept, Need, Methods.
Unit - 6	**Reference Librarian and Information Officer:** Concept, Qualities and Qualifications, Duties and responsibilities, Role in Library and

	Information Centers.

References:

1. Krishan Kumar. (2018). Reference Service, 5th Edition. S Chand publishers. ISBN-10: 0706986423, ISBN-13: 978-0706986426. India

2. Richard E. Bopp and Linda C. Smith. (2011). Reference and Information Services: An Introduction, 4th Edition (Library and Information Science Text Series). Libraries Unlimited Inc; ISBN-10:1591583748, ISBN-13:978-1591583745.

3. Dinesh K. Gupta, et al. (2006). Marketing Library and Information Services: International Perspectives by IFLA. De Gruyter Saur publishers. ISBN-10:3598117531, ISBN-13:978-3598117534.

4. Chandel, S.S. (2003). Information Services in Academic Libraries Hardcover. Rawat Publications; 3rd edition, ISBN-10:817033781X, ISBN-13:978-8170337812

5. Marie Keen Shaw. (2022). Using Digital Information Services in the Library Workplace: An Introduction for Support Staff (Library Support Staff Handbooks). Rowman & Littlefield. ISBN-10:1538145405, ISBN-13:978-1538145401.

6. Gary. E. Gorman, and J. J. Mills. (1991). Guide to Indexing and Abstracting Services in the Third World Hardcover. Hans Zell Publishers (1 October 1991). ISBN-10: 090545085X, ISBN-13:978-0905450858

7. Notes, study material and online learning content on Library and Information Science available at https://egyankosh.ac.in/

8. Notes, study material and online learning content on Library and Information Science available at https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw

SEMESTER – IV:

Paper EL/OP-2: RESEARCH METHODOLOGY

Course Objectives

The objectives of the paper are:

- To equip individuals with the knowledge and skills to conduct reliable research.

- To make understanding the different approaches to research, designing studies, collecting and analyzing data, and interpreting results.

- To enables researchers to contribute meaningfully to their field and advance knowledge.

- Developing a strong foundation for conducting independent research and contributing to the existing body of knowledge.

Learning Outcome

After reading of the paper student will be able to:

- Comprehend the systematic nature of research and its role in advancing knowledge

- Knowing the approaches used in research, such as historical, experimental, survey, and case study methods.

- Learn how to identify, select, and formulate a research problem, including the importance of reviewing literature.

- Understanding the concepts of sampling and its and techniques and learning to collect, present, and analyze data using the requisite tools and techniques

- Developing the ability to effectively communicate research findings in a well-structured report.

Units	Content
Unit - 1	**Research:** Meaning, Definition, Need and Purpose. Types of Research – Basic, and Applied. Methods – Historical, Experimental, Survey and Case Study. Tools – Interview, Questionnaire.
Unit - 2	**Research Problem:** Review of Literature; Identification, Selection and Formulation of a Research Problem; Research Design: concept, Need and Importance;Hypothesis: Meaning and Definition, Types.
Unit - 3	**Sampling Methods and Techniques:** Meaning and Definition of Sample, Features of good sampling. Sampling Techniques – Random Sampling, Stratified Sampling and Systematic Sampling; Sample Size.
Unit - 4	**Data Analysis and Interpretation:** Data collection and Presentation – Use of Graphs, Charts and Tables; Measures of Central Tendency: Mean, Median, Mode. Report Writing.

References:

1. Kothari C R. (2023). Research Methodology 5E. New Age International Publishers; 5th edition (1 January 2023); New Age International Private Limited. ISBN-10:9389802555, ISBN-13: 978-9389802559

2. Bush, C. H. & Harter, S. P. (1980). Research methods in librarianship: techniques and interpretation. New York Academic Press.

3. Kumar, Krishna. (1992). Research methodsin Library and informationScience.New Delhi Vikas.

4. Kothari, C.R. (1990) Research Methodology: Methods and Techniques. WishwaPrakashan, New Delhi.

5. Kothari, C.R. and Garg, Gaurav. (2019).Research Methodology. New Age International Publishers; Fourth edition. ISBN-10-9386649225, ISBN-13 :978-938664922

6. Ravichandra Rao, I K. (1983) Quantitative methods in Library and InformationScience.Wiley-Eastern. New Delhi. (Revised Edition 1985)

7. Notes, study material and online learning content on Library and Information Science available at https://egyankosh.ac.in/

8. Notes, study material and online learning content on Library and Information Science available at https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=9JW4FTxyrU+Wsr8xl8vgiw

9. Savanur, S.K. (2008). Research Methodology for Information Sciences. Libraries Unlimited Inc; 4th edition, ISBN-10:1591583748, ISBN-13:978-1591583745