## *Different courses of the Department:*

# Bachelor of Library and Information Sciences (B. Lib. I. Sc. )

**Objectives**
- The main objective of B. Lib.I.Sc. course is to make students competent with basic information skills, both traditional and modern.
- The students will be prepared as efficient, progressive, human professionals with initiative, drive and integrity.

**Regulations**

An examination for the Degree of Bachelor of Library & Information Sciences (B. Lib. I. Sc.) shall be held annually. The dates for the examination of the different papers are to be duly notified by the appropriate authority.

**Admission**

Any person having an Honours Degree (10+2+3 pattern) or Master Degree or a degree (even if without Honours Degree at Bachelor Level) in a technical subject (of the pattern 10+2+4 or 10+2+5) such as Medical Science, Engineering, law etc. of this University or having an equivalent degree of any other University or institute recognized by this University will be eligible for admission for the B. Lib. I. Sc. course. Such an eligible person will have to apply in such form obtainable by payment of such fee as may be prescribed by the appropriate authority of the University.

For every academic session, students shall be admitted to the course through an open admission test or by any other suitable mode as may be notified by appropriate authority from time to time. The number of the seats and distributions of seats (or quota) for different categories of candidates shall be regulated by the rules and notifications from the appropriate authorities from time to time.

**Classes**

The number of hours, time and the dates of beginning and end of the academic year (session) shall be determined by the appropriate authority from time to time. Normally the classes will be held in the evening. But classes may also be held during normal working hours. There will be both theory and practice classes, supported by tutorials, seminars, colloquial, special lectures, educational tours, sessionals and assignments, class examinations, quiz etc. (as the case may be).

**Fees:**
Fees for Admission, Tuition, Library, laboratory & Workshop, Examination and others shall be determined by the appropriate authority from time to time.

**Seats:**
Number of students to be admitted to the B. Lib. I. Sc. course shall be determined by the appropriate authority from time to time.

**Beginning of the Session**:
The session will henceforth start after publication of results of B. A. / B. Sc. / B. Com     Honours     final examinations of the University of Calcutta.

**Distribution of Subjects (papers)**                                                            **Marks**

| | | |
|---|---|---|
| I. | Library, information & Society (T) | 100 |
| II. | Library Management (T) | 100 |
| III. | Library Classification Theory (T) | 100 |
| IV. | Library Classification Practice (P) | 100 |
| V. | Library Cataloguing Theory (T) | 100 |
| VI. | Library Cataloguing Practice (P) | 100 |
| VII. | Information Sources and Services (T) | 100 |
| VIII. | Information Sources and Services (P) | 100 |
| IX (a) | Computer application in Library & Information Science (T) | 50 |
| IX B | Computer application in Library & Information Science (P) | 50 |
| | **Total** | **900** |

# Master of Library & Information Sciences (M.Lib.I.Sc.)

**Preamble**

The Masters Degree course in Library and Information Science was introduced in 1973. The classes started in 1974 and the first batch of successful students came out in 1976. Initially the name of the course was Master of Library Science (M. Lib. Sc.). It has been a 2-year course at par with other master degree courses at the Calcutta University, although almost all other similar courses of other Indian Universities are of one year duration. With the passage of time, the field of information and library science management is growing in many dimensions and the usefulness and necessity of a 2 year master degree course is being appreciated. In 1998 the Department has been renamed as the Department of Library & Information Science and the course is being called as Master of Library & Information Science (MLIS).

As per the UGC Notification for Specification of Degrees (No. F. 5-1/2013 (CPP-II, Gazetted in The gazette of India, July 5, 2014) from the session Jan 2017- Dec. 2018 the extended form of the nomenclature of the master degree course in library and information science is Master of Library & Information Sciences and the abbreviated form of the course is M. Lib. I. Sc.   Intake of students in the course was initially ten (10), which has been increased currently to twenty four (24).

**Objectives**
   1.  The students will be prepared to take up the information challenges of the coming years.

2. The students will be prepared to take leadership position in both traditional types of information institutions e.g., academic libraries and most modern and futuristic types of information institutes e.g., as database managers of information specialists.
3. The students will be prepared in such a manner that they may be capable of taking up self employment in information field.
4. The students will be to make themselves fit in varied types of information work such as HRD, information dissemination or in house editing and publishing information systems management, e-marketing community development, R & D in information field, teaching and training etc.

## Regulations

The degree of Master of Library & Information Sciences (M. Lib. I. Sc.) course of the University of Calcutta shall be awarded to a candidate who has completed a regular course of study for not less than two years and qualified the examinations M. Lib. I. Sc. Semester I, Semester II, Semester III and Semester IV held at such time and place in the manner prescribed by the appropriate authority of the University time to time.

## Admission

Any person having a Bachelor Degree in Library & Information Science / Library Science / Information Science or an equivalent degree from recognized University or Institution may apply for the said course. Normally the students passing out of the B. Lib. I. Sc. course of the University of Calcutta or equivalent course in most current session will be given preference. The total number of seats available for each session will be notified by appropriate authority.

## Reservation of seats

Percentage of seats will be reserved for the candidate from other Universities and for the students who passed B. Lib. I. Sc. or equivalent Examination in the previous year(s). The preparation of such reservations will be determined by the appropriate authority. Quota of reservation for different categories of candidate shall be regulated by the order of the notifications of the appropriate authority from time to time.
Admission to the course shall be strictly on the basis of merit separately among the different categories of candidates (on the basis of the marks obtained in B. Lib. I. Sc. or equivalent examination or admission test or any other suitable method prescribed by the appropriate authority.

## Classes:

The duration of the Semester, the number of classes and the duration of each theory, practice and tutorial classes (period); start and end of session / Semester will be notified in the beginning of each session by the appropriate authority.
Normally the classes will be held during normal working hours.
 There shall be theory and practice classes supported by the tutorials, seminars, colloquia, special lectures, educational tours, sessionals and assignments, class examinations, quiz etc. (as the case may be).
**Fees:**
Fees for Admission, Tuition, Library, laboratory & Workshop, Examination and others shall be determined by the appropriate authority from time to time.

**Seats:**
Number of students to be admitted to the M. Lib. I. Sc. course shall be determined by the appropriate authority from time to time.

**Beginning of the Session**:
The session will henceforth start from January of each academic year

## Distribution of subjects (papers)

All candidates shall be examined in the following subjects and marks shall be distributed as given below:

<u>**Subjects**</u>                                                                                 <u>**Marks**</u>
                                                           (Main plus Internal Assessment)

<u>**Semester – I**</u>

**Paper I:**  Information and Communication Process                         40+10
**Paper II:** Management of Information System                              40+10
**Paper III:** Information Sources (on the literature of Humanities,
            Social Science and Science & Technology)                       40+10
**Paper IV:** Qualitative Research Methods                                 40+10
**Paper V:**  Application of Information Technology (Theory)                40+10

<u>**Semester – II**</u>

**Paper I:**  Sociology and Economics of Information                        40+10
**Paper II:** Management of Libraries Information Services                   40+10
**Paper III:**     Information Systems and Services                         40+10
**Paper IV:**      Quantitative Research Methods                            40+10
**Paper V:**       Information & Communication Technology (Theory)          40+10

<u>**Semester - III**</u>

**Paper I:**       Application of Information Technology (Practice)          40+10
**Paper II:**      Information Processing (Theory)                          40+10
**Paper III:**     Information Processing (Practice)                        40+10
**Paper IV:**      Technical Writing                                        40+10
**Paper V:**       Optional Paper (Theory) [Any one of the following]       40+10

**Paper V (i):**          Preservation and Conservation of library materials
**Paper V (ii):**         Comparative and International Librarianship
**Paper V (iii):**        Manuscript and Archival materials management system
**Paper V (iv):**         Document Production Process and Printed Document
**Paper V (v):**          Industrial Library & Information system
**Paper V (vi):**         Agricultural Library and Information Systems & Services
**Paper V (vii):**        User education and User studies
**Paper V (viii):**       Library & Information Science Education
**Paper V (ix):**         Community Information Services

**Paper V (x):**         Informetrics

# 5-Year Integrated Master of Library and Information Science (5-Year Integrated MLIS)

**Preamble**

A Diploma in Librarianship (Dip.Lib.) Training Programme was started in January, 1945 in the University of Calcutta. From the 1969 - 1970 session the "Diploma" was replaced by Post Graduate Degree of Bachelor of Library Science (B.Lib.Sc). In 1998, the department has been renamed as the Department of Library & Information Science and the course is being called as Bachelor of Library & Information Science (BLIS)

A 2-year Master degree course after B.Lib.Sc. was introduced in 1973. The classes started in 1974 and the first batch of successful students came out in 1976. The name of the course was Master of Library Science (M.Lib.Sc.). It was at par with other master degree courses of the Calcutta University. With the passage of time, the field of information and library science and management is growing in many dimensions and the usefulness and necessity of a Master degree course was being appreciated. In 1998 the course was renamed as Master of Library & Information Science (MLIS).

As all the LIS courses are post graduate, students come after passing BA, BSc or BCom or any other equivalent degree in Law, medicine, technology etc. Almost all BLIS courses are of one year duration. There is no preference for the stream. Students are admitted from any of BA, BSc or BCom subject. In some universities like C.U. admission is restricted to Honours graduates only. Some universities allow relaxation for admission to deputed or working library staff. Alternatively Master Degree holders in any subject without honours in BA / BSc / BCom may be admitted in to the Library Science course of a few Universities as is the case with the University of Calcutta. Some universities, like the University of Calcutta, have admission tests, at BLIS entry level, some others adopt different other procedures.

Majority of MLIS courses are of one year duration, but there are (as in the University of Calcutta) instances of two year of course duration. There are in other universities two year integrated MLIS courses incorporating both BLIS and MLIS. There are a few more specialized courses equivalent to the Master's degree. NISCAIR, DRTC.

During the last 6/7 decades (particularly since the Second World War) the subject of Library & Information Science has undergone radical changes and has grown vastly. With the advent of advanced computers as information processing machines during the last three decades the perspective of LIS has completely changed. Yet, in India, the structural model of the LIS courses has remained almost the same i.e., one year Post Graduate BLIS and another year of (Post BLIS) MLIS course. It is easily understandable that by 1+1 year schooling no justice can be shown either to the subject or to the trainees.

Demands for man power trained in LIS are highly varied. There are as yet the traditional Libraries transforming them to hybrid ones equipped with computers and networks. There are small libraries and there are big libraries, there are very highly sophisticated special libraries in Govt., in corporate sectors and in research organizations. Moreover there is need for trained people in Information Management work, Knowledge Management, Content Development and many other activities. So there will be need for specialized training at MLIS level and general, broad based functional training at BLIS level.

All the internal and external pressures point towards well organized courses requiring much more training time. Thus five year training after (10+2)-level is the call of the day like many other technical cum academic fields.

In the Southern part of India we find a number of colleges to have started admitting student for Library Science course. In Karnataka University a three years course have been introduced. In the Central part of India in Guri Ghasidas University 5 year Course has already been introduced. In the Eastern part of the Country KKH State Open University of Assam and in western part of University of Marathiwara at Aurangabad have taken initiation of introducing 5 year course in LIS w.e.f this session 2010-11. In West Bengal, North Bengal University has also taken steps to introduce 5 year integrated course in LIS from this session. Taking all these perspectives in view the five-year integrated course after 10+2 level is being introduced.

### Objectives

1. The students will be prepared to take up the information challenges of the coming years.
2. The students will be prepared to take up leadership position in both the traditional types of information institutions e.g., academic libraries and most modern and futuristic types of information institutes e.g., as database managers of information resource centres.
3. The students will be prepared in such manner that they may be capable of taking up self employment in information field.
4. The students will be to make themselves fit in varied types of information work such as HRD, information dissemination or in house editing and publishing, information systems management, e-marketing, community development, R & D in information field, teaching and training etc.

### The specific goals are to:

1. accommodate the first lovers of the Library Science subject as their first choice.
2. fulfill the high level of teaching from basic level to advanced level under one umbrella.
3. incorporate the related disciplines in the curricula for facilitating interdisciplinary study and research.
4. ensure global mobility, to equalize the standard of course structure and syllabi at per with international level.
5. educate library and information specialists who can respond to the changing information needs of the society;

6. provide a progressive, dedicated, innovative faculty and staff who understand and respond to the immediate and long-range needs of their students, the profession, and society;
7. provide strong, flexible academic programs through which students develop proficiencies and abilities essential for present and future leadership in library and information science;
8. contribute, through research and publication by both faculty and students to the continuous critical assessment and expansion of the body of knowledge underlying library and information science;
9. establish and maintain a suitable environment and appropriate resources to facilitate learning;
10. provide leadership within the profession in defining the role of the profession, the interrelationships between the University and the practicing professional
11. provide the scope of many other opportunities not easily available now to LIS students e.g. sit for the competitive and administrative examinations.
12. easily transfer the credit points earned from initial level to advanced level, if introduced.

**Regulations**

1**. Nomenclature, exit option and phoenix entry option**

1. **Nomenclature, exit option and phoenix entry option**

   The degree of Master of Library & Information Science (MLIS) course of the University of Calcutta shall be awarded to a candidate who has completed a regular course of study for not less than five years and qualified the examinations after Semester-1, Semester-2, Semester-3, Semester-4, Semester-5, Semester-6, Semester-7, Semester-8, Semester-9 and Semester-10 held at such time and place and in the such manner as prescribed by the appropriate authority of the University from time to time.

   At the end of 3 years, after successful completion of 6 semesters, any candidate may take the exit option.

   After successful completion of 6 semesters, all candidates will be awarded the degree in the nomenclature of Bachelor of Library & Information Science (Honours) / BLIS (Honours).

   After successful completion of 8 semesters, all candidates will be awarded the degree in the nomenclature of Advanced Bachelor of Library & Information Science /Advanced BLIS.

There may be provision of phoenix entry for taking admission in the 4<sup>th</sup> or 5<sup>th</sup> year for the students who would take exit option after 3 or 4 years (but never the intake number would exceed 5).

**2. Admission criterion and intake capacity**

2.1 Any person having passed H.S (10 + 2) in Indian Academic System or equivalent degree from recognized Council/ Institution may apply for the said course. Admission to the course shall be strictly on the basis of admission test followed by viva-voce.

The total number of seats available for admission in each session will be notified by the appropriate authority.

**2.2 Reservation of seats**

Quota of reservation for different categories of candidate shall be regulated by the order of the notifications of the appropriate authority from time to time.

**2.3 Admission to LIS Semester-2, 3, 4, 5, 6, 7, 8, 9 and 10**

A student who appears in and completes the examinations of LIS Semester-1 will be automatically promoted to the Second Semester of the LIS course followed by third, fourth, fifth, sixth, seventh, eighth, ninth and tenth Semesters without any formal procedure of admission, but upon payment of the prescribed tuition fee. Completion would mean appearance in all the papers.

**3. Classes**

3.1 The duration of the Semester, the number of classes and the duration of each theory, practice and tutorial classes (period); start and end of session (Semester) will be notified in the beginning of each session by the appropriate authority.

3.2 The classes may be held during morning and day time.

3.3 There shall be theory and practice classes supported by the tutorials, seminars, colloquia, special lectures, educational tours, sessionals and assignments, class examinations, quiz etc. (as the case may be).

**4. Attendance**

4.1 No candidate shall be admitted to the examination of the LIS Semester 1,**2, 3, 4, 5, 6, 7, 8, 9 and 10** without an attendance record of at least 65% of the classes (theory, practical, tutorial etc) held and production of a certificate in the manner prescribed for the purpose.

4.2 A candidate with more than 55% but less than 65% attendance may also be admitted as a special case to the LIS Semester examinations provided the candidate applies in the prescribed manner along with payment of the prescribed fees and produce certificate in the prescribed manner.

**Distribution of subjects (Papers**)

Every candidate shall be examined in the following subjects and marks shall be distributed as given below:

**LIS 1st Semester**

| | |
|---|---|
| LIS 101  Library Information and Society | Marks 40+10 |
| LIS 102  Bengali or any other Major Indic Language | Marks 40+10 |
| LIS 103  Introduction to English | Marks 40+10 |
| LIS 104  General Studies | Marks 40+10 |
| LIS 105  Computer Fundamentals (Theory) | Marks 40+10 |

**LIS 2nd Semester**

| | |
|---|---|
| LIS 201  Library Laws and Ethics | Marks 40+10 |
| LIS 202  Communicative English | Marks 40+10 |
| LIS 203  Library Management | Marks 40+10 |
| LIS 204L Computer Fundamentals (Practice) | Marks 50 |
| LIS 205  Introduction to Mathematics | Marks 40+10 |

**LIS 3rd Semester**

| | |
|---|---|
| LIS 301  Knowledge Organization (Theory) | Marks 40+10 |
| LIS 302L Knowledge Organization - 1 (Practice) | Marks 50 |
| LIS 303  Information Sources, Systems and Services | Marks 40+10 |
| LIS 304  Bibliography and Collection Development | Marks 40+10 |
| LIS 305  Introduction to Statistics | Marks 40+10 |

**LIS 4th Semester**

| | |
|---|---|
| LIS 401  Organizational Behaviour | Marks 40+10 |
| LIS 402  Resource Description (Theory) | Marks 40+10 |
| LIS 403L Resource Description (Practice) | Marks 50 |
| LIS 404  Preservation and Conservation of Information Sources | Marks 40+10 |
| LIS 405  ICT Applications (Theory) | Marks 40+10 |

**LIS 5th Semester**

| | |
|---|---|
| LIS 501L Knowledge Organization - 2(Practice) | Marks 50 |
| LIS 502L Study of Subject and Study on Information Sources (Practice) | Marks 50 |
| LIS 503  Library Automation and Networking (Theory) | Marks 40+10 |
| LIS 504L Library Automation and Networking (Practice) | Marks 50 |
| LIS 505  Information Storage and Retrieval (Theory) | Marks 40+10 |

**LIS 6th Semester**

| | |
|---|---|
| LIS 601  Digital Content Management | Marks 40+10 |
| LIS 602L ICT Applications -1(Practice) | Marks 50 |
| LIS 603L Information Storage and Retrieval (*Practice*) | Marks 50 |
| LIS 604  Environmental Studies | Marks 40+10 |
| LIS 605L Field visit and/or Internship and Viva-Voce | Marks 50 |

**LIS 7th Semester**

| | |
|---|---|
| LIS 701  Information and Communication Process | Marks 40+10 |
| LIS 702  Statistical Techniques | Marks 40+10 |
| LIS 703  User Studies | Marks 40+10 |

LIS 704L ICT Applications - 2 (Practice)     Marks 50
LIS 705 Management of Information Systems and Centers     Marks 40+10

**LIS 8<sup>th</sup> Semester**

| | | |
|---|---|---|
| LIS 801 | Information Sources in Humanities, Social Sciences, Science and Technology | Marks 40+10 |
| LIS 802 | Technical Writing, Information Consolidation and Repackaging (Theory) | Marks 40+10 |
| LIS 803 | Quantitative Research Methods | Marks 40+10 |
| LIS 804 | Library Planning, Building and Architecture | Marks 40+10 |
| LIS 805 | LIS Education, Comparative and International Librarianship | Marks 40+10 |

**LIS 9<sup>th</sup> Semester**

| | | |
|---|---|---|
| LIS 901 | Digital Library and Related Concepts | Marks 40+10 |
| LIS 902 | Qualitative Research Methods | Marks 40+10 |
| LIS 903L | Technical Writing, Information Consolidation and Repackaging (Practice) | Marks 50 |
| LIS 904 | Information Processing and Retrieval | Marks 40+10 |
| LIS 905 | Web Content Management and Social Networking | Marks 40+10 |

**LIS 10<sup>th</sup> Semester**

| | | |
|---|---|---|
| LIS 1001L | Digital Library Management (Practice) | Marks 50 |
| LIS 1002 | Library Website Design (Theory) | Marks 40+10 |
| LIS 1003L | Library Website Design (Practice) | Marks 50 |
| LIS 1004 | Special Paper (Any One) | Marks 40+10 |

     **LIS** 10041   Academic Library System and Services
     **LIS** 10042   Community Information System and Services
     **LIS** 10043   Medical Information System and Services
     **LIS** 10044   Legal Information System and Services
     **LIS** 10045   Business Information System and Services
     **LIS** 10046   Manuscripts and Archival Materials Management System and Services
     **LIS** 10047   Industrial Information System and Services
     **LIS** 10048   Agriculture Information System and Services
     **LIS** 10049   Informetrics
     **LIS** 100410       Digital Preservation

**LIS 1005L Project on Special Papers**     **Marks 50**

# 3-year B.A./ B.Sc. (Hons.) in Library and Information Studies

**Preamble**

In the year 1945, a Diploma in Librarianship (Dip Lib) Training Programme was started in the University of Calcutta. Said 'Diploma' was replaced by Post Graduate Degree of Bachelor of Library Science (B. Lib. Sc) from the academic session of 1969 - 1970. In 1998, the department has been renamed as the Department of Library & Information Science and the course is being called as Bachelor of Library & Information Science (BLIS).

With the passage of time, the field of information and library science and management is growing in many dimensions and the usefulness and necessity of a Master degree course was being appreciated. In 1973, a 2-year Master of Library Science (M. Lib. Sc.) course was

introduced in the department but the classes started in 1974 and the first batch of successful students came out in 1976. It was at par with other master degree courses of the Calcutta University. In 1998, the course was renamed as Master of Library & Information Science (MLIS).

Demands for LIS trained man power are varied highly. Many of the traditional libraries are transforming to hybrid ones equipped with computers and networks. Beside small and big libraries, there are very highly sophisticated special libraries in Govt., in corporate sectors and in research organizations. Moreover there is need for trained people in the areas of Information Management, Knowledge Management, Content Development and many other activities. So there will be need for specialized training at the master's level and in general the broad based functional training at BLIS level.

All the internal and external pressures are pointed towards well organized courses requiring much more time duration in training. Thus three year training after (10+2) level is the call of the day like many other technical cum academic fields.

In the Southern part of India we find a number of colleges to have started admitting student for Library Science course. In Karnataka University a three years course have been introduced. In the Central part of India in Guru Ghasidas University has already introduced a 5 year integrated master's course in LIS. In the Eastern part of the Country KKH State Open University of Assam and in western part the University of Marathiwara at Aurangabad had taken initiation of introducing 5 year course in LIS w.e.f the session 2010-11. Taking all these perspectives in view the 3 year B.A./ B.Sc. (Hons.) in Library and Information Studies after 10+2 level is being introduced in the University of Calcutta.

## Objectives of the Course

1. The students will be prepared to take up the information challenges of the coming years.
2. The students will be prepared to take up leadership position in both the traditional types of information institutions e.g., academic libraries and most modern and futuristic types of information institutes e.g., as database managers of information resource centres.
3. The students will be prepared in such a manner that they may be capable of taking up self employment in information field.

## The specific goals are to:

1. Accommodate the first lovers' students of the library science field of study as their first choice;
2. Ensure global mobility, to equalize the standard of course structure and syllabi at per with international level;

3. Educate library and information specialists who can respond to the changing information needs of the society;

4. provide a progressive, dedicated, innovative faculty and staff who understand and respond to the immediate and long-range needs of their students, the profession, and society;

5. provide strong, flexible academic programs through which students develop proficiencies and abilities essential for present and future leadership in library and information science;

6. contribute, through research and publication by both faculty and students to the continuous critical assessment and expansion of the body of knowledge underlying library and information science;

7. Establish and maintain a suitable environment and appropriate resources to facilitate learning;

8. Provide the scope of many other opportunities not easily available now to LIS students e.g. sit for the competitive and administrative examinations;

9. Easily transfer the credit points earned from initial level to advanced level, if introduced.

## **Regulations**:

### **1. Nomenclature, exit option and phoenix entry option**

The degree of  B.A./ B.Sc. (Hons.) in Library and Information Studies of the University of Calcutta shall be awarded to a candidate who has completed a regular course of study for not less than three years and qualified the examinations after Part I, Part II and Part III held at such time and place and in the such manner as prescribed by the appropriate authority of the University from time to time.

### **2. Admission criterion and intake capacity**

2.1 Any person having passed H.S. (10 + 2) in Indian Academic System or equivalent degree from recognized Council / Institution may apply for the said course. Admission to the course shall be strictly on the basis of their previous academic marks in School Final and H.S. beside the admission test for this course. The total number of seats available for admission in each session will be notified by the appropriate authority.

2.2 **Reservation of seats**

Quota of reservation for different categories of candidate shall be regulated by the order of the notifications of the appropriate authority from time to time.

2.3 **Admission to B.A./ B.Sc. (Hons.) in Library and Information Studies Part II and Part III**

A student who appears in and completes the examinations of B.A./ B.Sc. (Hons.) in Library and Information Studies Part I will be automatically promoted to the B.A./ B.Sc. (Hons.) in Library and

Information Studies Part II and Part III without any formal procedure of admission, but upon payment of the prescribed tuition fee. Completion would mean appearance in all the papers.

**3. Classes**

3.1 The duration of the Session, the number of classes and the duration of each theory, practice and tutorial classes (period); start and end of session will be notified in the beginning of each session by the appropriate authority.

3.2 The classes may be held during morning and day time.

3.3 There shall be theory and practice classes supported by the tutorials, seminars, colloquia, special lectures, educational tours, sessionals and assignments, class examinations, quiz etc. (as the case may be).

**4. Attendance**

4.1 No candidate shall be admitted to the examination of the B.A./ B.Sc. (Hons.) in Library and Information Studies Part I, Part II and Part III without an attendance record of at least 65% of the classes (theory, practical, tutorial etc) held and production of a certificate in the manner prescribed for the purpose.

4.2 A candidate with more than 55% but less than 65% attendance may also be admitted as a special case to B.A./ B.Sc. (Hons.) in Library and Information Studies Part I, Part II and Part III examinations provided the candidate applies in the prescribed manner along with payment of the prescribed fees and produce certificate in the prescribed manner.

**Distribution of subjects (Papers)**

Every candidate shall be examined in the following subjects and marks shall be distributed as given below:

| Part I | | | | | |
|---|---|---|---|---|---|
| Honours Papers | Marks | Pass Papers | Marks | Compulsory | Marks |
| LIS 101 Philosophy of Library and Information Science | 50 | LIS 105 General Subject 1, paper I | 100 | LIS 107 Environmental Science | 50 |
| LIS 102 History of Libraries and History of Books | 50 | | | | |
| | | LIS 106 General Subject 2, paper I | 100 | | |
| LIS 103 Library & Information laws and ethics | 50 | | | LIS 108 Compulsory English | 50 |

| LIS 104 ICT (Basics) | 50 | | | LIS 109 Modern Indian Language | 50 |
|---|---|---|---|---|---|
| | 200 | | 200 | | 150 |

**Total= 200 + 200  + 150 =550 marks**

| **Part II** | | | | | |
|---|---|---|---|---|---|
| LIS 201 Information Sources, systems and Services (Basics) | 50 | LIS 205 General Subject 1, paper II | 100 | | |
| LIS 202 Library Management | 50 | LIS 206 General Subject 2, paper II | 100 | | |
| LIS 203 Organizational Behavior | 50 | LIS 207 General Subject 1, paper III | 100 | | |
| LIS 204 Preservation and Conservation of Information Sources | 50 | LIS 208 General Subject 2, paper III | 100 | | |
| | 200 | | 400 | | |

**Total-200 + 400 =600 marks**

| **Part III** | |
|---|---|
| LIS 301 Introduction to Cataloguing (Theory) | 40+10 |
| LIS 302 L Cataloguing of book materials (Practice) | 50 |
| LIS 303 ICT Application (Theory) | 40+10 |
| LIS 304 ICT Application (Practice) | 50 |
| LIS 305 General Studies on Humanities, Social Science, Science and Technology | 40+10 |
| LIS 306 Library Classification (Theory) | 40+10 |
| LIS 307 Library Classification (Practice) | 50 |
| LIS 308 Field Visit and Internship | 25+25 |
| **50+50+50+50+50+50+50** | **Total- 400 marks** |

**Total Marks = Part I (Marks 550) + Part II (Marks 600) + Part III (Marks 400) = 1550**


**Pass Subjects for Science: Any paper (At per CU Syllabus)**

**Pass Subjects for Arts: Any paper (At per CU Syllabus)**


# <u>2-Year Integrated Bachelor of Library & Information Sciences – Master of Library & Information Sciences (2-Year Integrated B. Lib. I. Sc – M. Lib. I. Sc.)</u>

**<u>Preamble</u>**

In the year 1945, a Diploma in Librarianship (Dip Lib) Training Programme was started in the University of Calcutta. Said 'Diploma' was replaced by Post Graduate Degree of Bachelor of Library Science (B. Lib. Sc) from the academic session of 1969 - 1970. In 1998, the department has been renamed as the Department of Library & Information Science and the course is being called as Bachelor of Library & Information Science (BLIS).

With the passage of time, the field of information and library science and management is growing in many dimensions and the usefulness and necessity of a Master degree course was being appreciated. In 1973, a 2-year Master of Library Science (M. Lib. Sc.) course was introduced in the department but the classes started in 1974 and the first batch of successful students came out in 1976. It was at par with other master degree courses of the Calcutta University. In 1998, the course was renamed as Master of Library & Information Science (MLIS).

Demands for LIS trained man power are varied highly. Many of the traditional libraries are transforming to hybrid ones equipped with computers and networks. Beside small and big libraries, there are very highly sophisticated special libraries in Govt., in corporate sectors and in research organizations.

Moreover there is need for trained people in the areas of Information Management, Knowledge Management, Content Development and many other activities. So there will be need for specialized training at the Integrated B. LIB. I. Sc – M. Lib. I. Sc. level.

## Objectives of the Course

1. The students will be prepared in such a manner that they may be capable of taking up self employment in information field.
2. **The students will be to make themselves fit in varied types of information work such as HRD, information dissemination or in house editing and publishing, information systems management, e-marketing, community development, R & D in information field, teaching and training etc.**

## The specific goals are to:

1. Ensure global mobility, to equalize the standard of course structure and syllabi at per with international level;

2. Educate library and information specialists who can respond to the changing information needs of the society;

3. provide a progressive, dedicated, innovative faculty and staff who understand and respond to the immediate and long-range needs of their students, the profession, and society;

4. provide strong, flexible academic programs through which students develop proficiencies and abilities essential for present and future leadership in library and information science;

5. contribute, through research and publication by both faculty and students to the continuous critical assessment and expansion of the body of knowledge underlying library and information science;

6. Establish and maintain a suitable environment and appropriate resources to facilitate learning;

7. Provide leadership within the profession in defining the role of the profession, the interrelationships between the University and the practicing professional;

## Regulations:

**2. Nomenclature, exit option and phoenix entry option**

The degree of Integrated Bachelor of Library & Information Sciences – Master of Library & Information Sciences (Integrated B. Lib. I. Sc. – M. Lib. I. Sc.)  of the University of Calcutta shall be awarded to a candidate who has completed a regular course of study for not less than two years

and qualified the Part I and Part II held at such time and place and in the such manner as prescribed by the appropriate authority of the University from time to time.

After successful completion of the Part I, all candidates will be awarded the degree in the nomenclature of Bachelor of Library & Information Sciences (B. Lib. I. Sc.).

At the end of one year, after successful completion of Part I, any candidate may take the exit option.

There may be provision of phoenix entry within 2 academic sessions for taking admission in 2nd Year (Part II) for the students who would take exit option after one year (but never the intake capacity would exceed 5).

**2. Admission criterion and intake capacity**

2.1 Any person having passed B.A. / B.Sc. (Honours) in Library and Information Studies of this University may apply for admission into the Integrated B. Lib. I. Sc. –M. Lib. I. Sc. course. 60% of total seats will be filled up from CU current year students strictly in order of merit on the basis of percentage of marks obtained in B.A. / B.Sc. (Honours) in Library and Information Studies. The rest 40% of total seats will be filled up through Entrance Test from the students along with back year students having passed Honours or Masters Degree in any stream from this University or from any other recognized Universities in India and abroad. Admission will be made as per University rules and that may be framed on the basis of guidelines published by the University time to time. Total number of seats available for admission in each session will be notified by the appropriate authority.

2.2 **Reservation of seats**

Quota of reservation for different categories of candidate shall be regulated by the order of the notifications of the appropriate authority from time to time.

2.3 **Admission to Integrated B. Lib. I. Sc. – M. Lib. I. Sc**. **Part II**

A student who appears in and completes the examinations of Integrated B. Lib. I. Sc. – M. Lib. I. Sc. Part I will be automatically promoted to the Part II of the Integrated B. Lib. I. Sc. – M. Lib. I. Sc. course without any formal procedure of admission, but upon payment of the prescribed tuition fee. Completion would mean appearance in all the papers.

**3. Classes**

3.1 The duration of the Courser, the number of classes and the duration of each theory, practice and tutorial classes (period); start and end of session will be notified in the beginning of each session by the appropriate authority.

3.2 The classes may be held during morning and day time.

3.3 There shall be theory and practice classes supported by the tutorials, seminars, colloquia, special lectures, educational tours, sessionals and assignments, class examinations, quiz etc. (as the case may be).

## 4. Attendance

4.1 No candidate shall be admitted to the examination of the Integrated B. Lib. I. Sc. – M. Lib. I. Sc.  Part I and Part II without an attendance record of at least 65% of the classes (theory, practical, tutorial etc) held and production of a certificate in the manner prescribed for the purpose.

4.2 A candidate with more than 55% but less than 65% attendance may also be admitted as a special case to the Integrated B. Lib. I. Sc. – M. Lib. I. Sc. examinations provided the candidate applies in the prescribed manner along with payment of the prescribed fees and produce certificate in the prescribed manner.

**Distribution of subjects (Papers)**

Every candidate shall be examined in the following subjects and marks shall be distributed as given below:

| PAPERS | MARKS |
|---|---|
| **PART - I** | |
| LIS 1001 Library, Information and Society | 40+10 |
| LIS 1002 Resource Description (Theory) | 40+10 |
| LIS 1003 Resource Description   (Practice) | 50 |
| LIS 1004 Knowledge Organization (Theory) | 40+10 |
| LIS 1005 Knowledge Organization (Practice) | 50 |
| LIS 1006 Information Sources and  Systems  (Theory) | 40+10 |
| LIS 1007 Information Sources and  Systems (Practice) | 50 |
| LIS 1008 Information and Library Management | 40+10 |
| LIS 1009 Library Building, Planning and Architecture | 40 + 10 |
| LIS 1010 Computer Application (Theory) | 40+10 |
| LIS 1011 Digital Preservation | 40+10 |
| LIS 1012 LIS Education, Comparative and International Librarianship | 40+10 |
| LIS 1013 Digital Content Management (Theory) | 40+10 |
| LIS 1014 Digital Content Management (Practice) | 50 |
| LIS 1015 Library Automation and Networking  (Theory) | 40 + 10 |
| LIS 1016 Library Automation and Networking (Practice) | 50 |
| | **Total Marks  = 800** |

| PAPERS | MARKS |
|---|---|
| **PART - II** | |
| LIS 2001 Information and Communication Process , Sociology & Economics of Information | 40+10 |
| LIS 2002 Management of Information Systems and Centers | 40+10 |
| LIS 2003 Quantitative Research Methods | 40+10 |
| LIS 2004 Qualitative Research Methods | 40+10 |
| LIS 2005 Information and Communication Technology (Theory) | 40+10 |
| LIS 2006 Information and Communication Technology (Practice) | 50 |
| LIS 2007 Information Retrieval (Theory) | 40+ 10 |
| LIS 2008 Information Retrieval (Practice) | 50 |
| LIS 2009 Technical Writing, Information Consolidation and Repackaging (Theory) | 40+ 10 |
| LIS 2010 Technical Writing, Information Consolidation and Communicative skills(Practice) | 50 |
| LIS 2011 Social Networking and Library website Design (Theory) | 40+ 10 |
| LIS 2012 Social Networking and Library website Design (Practice) | 50 |
| LIS 2013 User education and User Studies | 40+ 10 |
| LIS 2014 Special Paper (Theory) (Any One)<br>  LIS 20141 Academic Library Systems and Services<br>  LIS 20142 Community Information Systems and Services<br>  LIS 20143 Medical Information Systems and Services<br>  LIS 20144 Legal Information System and Services<br>  LIS 20145 Manuscript and Archival System and Services<br>  LIS 20146 Industrial System and Services<br>  LIS 20147 Informatics | 40+ 10 |
| LIS 2015 Special Paper (Project)(Any one)<br>  LIS 20151 Academic Library Systems and Services<br>  LIS 20152 Community Information Systems and Services<br>  LIS 20153 Medical Information Systems and Services<br>  LIS 20154 Legal Information System and Services<br>  LIS 20155 Manuscript and Archival System and Services<br>  LIS 20156 Industrial System and Services<br>  LIS 20157 Informatics | 50 |
| LIS 2016 Internship | 50 |
| | **Total Marks= 800** |

# M. Phil Course in Library & Information Science

## Preamble

Unique of its kind in the eastern part of India the M.Phil course in Library and Information Science was introduced in the year 2003. The then Head, Prof. Biplab Chakrabarti proposed the self financing course to the authority and the proposal was accepted by the Syndicate on 26th August 2003.The Hon'ble Vice Chancellor, Prof. Asis Kumar Banerjee nominated the following members of the Advisory Committee and the course coordinator for the administration of M Phil course in LIS. They were Prof. Bhubaneswar Chakrabarti, Prof. Arjun Dasgupta,  Prof. Ratna Bandopadhyay, Prof. Subir Kumar Sen, Prof. Soumitra Sarkar, Prof. Biplab Chakrabarti (Course Coordinator). On 27th November the inauguration of the course took place in the Department. In the inaugural programme Prof. Asis Kumar Banerjee, the Hon'ble Vice Chancellor of this University inaugurated the course. Prof. Swapan Kumar Pramanik, the Chief Guest of this programme gave a keynote address. Prof. Ujjwal Basu, Registrar of this University was guest of honour. Prof. Arjun Dasgupta, Dean of the faculty presided over the meeting. Prof. Bhubaneswar Chakrabarti delivered the welcome address. Prof. Biplab Chakrabarti gave an introduction about the course. Prof. Subir Kumar Sen gave the vote of thanks to the dignitaries and others present on that occasion. In the first batch nine (9) candidates were selected of which two were sponsored candidate. Now the intake capacity has increased to 22.

## Objectives of the Course
- The students will be prepared to take up information challenges of the time.
- The student will be prepared to take up leadership positions in different types of information institutes and jobs.
- The students will be prepared in such a manner that they may be capable of taking up self-employment in information field.
- The students will be prepared for advanced research and teaching in the information field.

## Regulations:

### Eligibility
Any candidate who have passed the Master's degree in Library and Information Science / Library Science / Information Science of this University with 55% marks in aggregate (SC / ST with 50% Marks) or with 60% Marks in aggregate of any other recognized University or Institutions may be admitted to the M Phil programme on the recommendation of the M.Phil Committee of the Department which will be determined by an admission test to be held by the department. The admission test will be organized once a year. The admission test will be followed by an interview to be conducted by the department for all candidates who

qualified in the admission test. In case of a candidate qualified for NET /SET or equivalent national level examination exemption will be granted for the entrance.

**Reservation**

Reservation for SC, ST and Physically Handicapped will be made as per University / Govt. Rules.

### Classes

Normally the classes will be held in the evening between 6 pm to 8.30 pm on such days as may be notified by the appropriate authority from time to time.

## Attendance

No candidate shall be admitted to the examination of the M.Phil in LIS without an attendance record of at least 65% of the class. A candidate with more than 55% but less that 65% attendance may also be admitted to the examination as a special case provided the candidate applies in the prescribed manner along with payment of the prescribed fees. No regular attendance will be required for submission of the dissertation.

**Examination**
**Part – I - Examination**
Course Work (Four papers of two hours each, each carrying 50 marks) - 200 marks
**Part –II (A) Examinations** (ii) Internal Assessment
(Based on review essays, and at least 2 seminars) - 100 marks
**Part-II (B) Examinations** (i) Dissertation/Project Work - 150 marks
(ii) Final comprehensive Viva-voce        - 50 marks
**Total - 500 marks**
In order to pass, a candidate must obtain 50% marks in Part-I (in course work) & 50% marks in Part-II examination. Each successful candidate in Part-I examination is eligible for Part-II examination. Each successful candidate in both Part-I and Part-II shall be awarded the degree of M.Phil in LIS.

## Course Structure & Syllabus

**Based on the University of Calcutta [Regulation for the Degree of Master of Philosophy (M. Phil).] Regulations 2009.**

The duration of the course will be of two academic years. The candidates shall take up four out of a number of specified papers on advanced topics and on research methodology and submit a dissertation or undertake a project work. The 1st year of the course shall be devoted to course studies and at least one seminar to be delivered. The 2nd year of the course will be devoted for dissertation and term papers.

## Syllabus:

**Part – I**
**Paper – I: Research Methods - Quantitative methods                                    50 Marks**
Scaling Techniques, Coding, editing and data entry, Univariate Descriptive Statistical tools,
Probability and distributions, Sampling theory and techniques, Theory of estimation,
Statistical tests: parametric and non parametric, Analysis of Variance,Time series Analysis and
Forecasting, Multiple Regressions, Cluster Analysis, Factor Analysis, Discriminant Analysis

**Paper – II: Research Methods - Qualitative methods**                    **50 Marks**
Qualitative Research Methods, Interdisceplinary Approach to LIS, Evaluative Method,
Life History Method, Obsevation Study methods , Ethnographic Techniques,
Research Design, Research Evaluation, Longitudinal Design, Multiple Case study Design,
Secondary Analysis, Content Analysis, Discourse Analysis, Meta Analysis

**Paper – III: Computer Applications in Library system**                    **50 Marks**
Hardware Aspects, Firmware Aspects, Operating Systems, DBMS Software,
Networking and Communication Software, Digital Initiatitive, Machine Translation,
Communication Network, Information Network, Multimedia Hypermedia,
Statistical applications in Computer

**Paper – IV: Literature Search Techniques**                    **50 Marks**
Literature Review, Research Reports searching techniques, E-archives search
Advanced information resources – traditional, off-line and on-line-search etc.

**Part – II (A)**
**Internal Assessment (Based on review essays/projects/term papers and two seminars)**

**Unit - I: Information Management**                    **10 Marks**
Management Information System, Decision Support System, Discovery Support System,
Database Management System, RDMS, Information Management, Knowledge Management

**Unit - II: Information Analysis and Retrieval**                    **10 Marks**
Natural Language Processing, Computerized Classification and Categorization,
Automatic Indexing, Web Cataloguing, Multilingual Thesauri
IR Models Micro-level and macro-level information services

**Unit - III: Preservation and Conservation**                    **10 Marks**
Applied Preservation & Record Management, Preservation Techniques Etc.

**Unit - IV: Information Communication and Technology**                    **10 Marks**
Programming language, Computer and communication technology,
Techniques of oral, written, graphic and audio-visual communication

**Unit - V: LIS Education and Comparative LIS**                    **10 Marks**
Post Graduate education in India and some other countries, Curriculum design
Research frontiers in LIS studies with major thrust areas,
Information activity scenario, National and International scenario
Cross National and Cross cultural studies

**Unit - VI: Reprography and  Micrography**                    **10 Marks**

**Unit - VII: Printing Technology**                    **10 Marks**

**Unit – VIII: Two Seminars**                    **15 + 15 Marks**

**Part-II (B)**

**(i)      Dissertation**                    **150 Marks**

**(ii)     Final comprehensive Viva-voce**                    **50 Marks**

**Research Work:**

**Major thrust areas in which Research activities are being actively pursued:**

Bibliographic Control

- LIS Education
- Preservation and Conservation
- Institutional Repositories
- Networking
- Community Information Services
- Digital library
- Information Management System
- Knowledge Management
- Library Management
- Natural Language Processing
- Public Libraries
- Scientometrics & Informetrics