



GOA UNIVERSITY
Taleigao Plateau

SYLLABUS FOR GOA UNIVERSITY ADMISSIONS RANKING TEST (GU-ART) IN MLISC
(MASTER OF LIBRARY AND INFORMATION SCIENCE)

1. Library, Information and Society

- Social and historical foundations of Library: Library as an institution and its evolution, History, Library as a socio and cultural institution.
- Different types of Libraries - functions, objectives, and activities.
- Information - Definitions, Contributions of Belkin, Robertson, Derwin, Ingwersen, etc.
- Information, Information Science, Information as a resource/commodity, Information society.
- Information Transfer Cycle-Generation, Collection, Storage and dissemination.
- Intrapersonal, interpersonal and mass communication.
- Five laws of Library Science and their implications.
- Development of Libraries in India with special reference to Goa - Library legislation
- Need and purpose. Library legislation in India – problems and prospects.
- Overview of public Library acts in Indian States, Detailed study of Goa Public Library Act 1993.
- Delivery of Books (Public Libraries) and News paper Act, 1954 and 1956, Intellectual Property Rights (IPR) and Copyright Act, Right to Information Act.
- Library and Information Profession: Attributes of a profession, Librarianship as a profession, Professional ethics and qualities, Professional education and research.
- Professional associations – Objectives and functions, Role of professional associations in Library development;
- Regional Library associations- KALA;
- National Library associations - ILA, IATLIS, IASLIC ;
- International Library associations – IFLA, FID,ALA, SLA, and LA.

2. Reference and Information Sources

- Information sources: Meaning, Definition, Nature, Evolution, Characteristics, Functions, Importance, and Criteria for evaluation.
- Types of sources (Primary, Secondary & Tertiary (print and electronic), Human and Institutional sources
- Primary sources- Structures and components journals; Patents; Technical Reports, Standards and Specifications; Conference proceedings; Trade literature; Theses and Dissertations.

- Electronic sources: Internet Information resources, Databases (Bibliographic, Numeric and Full text). E-books, Open Access Resources. List servers, Subject gateways.
- Secondary sources- Dictionaries, Encyclopedias, Yearbooks and Almanacs, Biographical sources, Geographical sources, Bibliographical sources, Abstracting and Indexing periodicals, Handbooks and Manuals, Current sources, and Statistical Information sources.
- Tertiary sources - Directories, Guides to reference sources, Bibliography of bibliographies, Monographs, Union Catalogues, Textbooks, etc.
- Human Sources: Technological gatekeepers, Invisible colleges, Information consultants, Experts/ Resource persons, Representatives of firms, Personal home pages, common men (priest, village head, postman, receptionist, etc.) and others.
- Institutional / Organisational Sources: Government, Ministries and departments, R& D organizations, learned societies, Publishing houses, Press, Broadcasting stations, Museums, Archives, Data banks, Information analysis centers, Referral centers, Exhibitions & trade fairs. Institutional web sites, etc.

3. Information Processing and Retrieval

- Classification – Meaning, Definition.
- Library Classification – Definitions, Need, Purpose and Functions. Understanding the developments in theory of Library Classification. Study of the contributions of E.C. Richardson, H.E. Bliss, W.C. Berwick Sayer, J.D. Brown, E.W. Hulme, CRG, and S.R. Ranganathan.
- Types of Classification schemes. Understanding the concept of and schemes in Knowledge Classification. Knowledge Classification vs. Library Classification. Understanding the Knowledge Classification Systems such as Vedic Classification, Greek Classification. General theory of Library Classification.
- Normative Principles of Classification, Three planes of work. Canons, Principles and Postulates. Devices, Mnemonics. Five fundamental categories and Notation.
- Universe of subjects – Concept, Definition, Structure, and Attributes of subjects. Spiral of Scientific Method; Modes of Formation of Subjects, Different types of subjects. Universe of Knowledge as mapped in different schemes of Classification. Call number and its structure.
- Fundamental categories: Facet analysis and facet sequence, Phase relations, Common Isolates.
- Notational system: Meaning, need, functions and types, mnemonics, Hospitality in array and chain, Devices.
- Classification schemes: Standard schemes of Classifications and their features: CC, DDC, and UDC.
- Classification Research Group (CRG). - Design and development of schemes of Library Classification.

4. Management of Libraries and Information Centers

- Functional units of Library and Information Centre.

- Acquisitions section: Functions and procedures.
- Technical section: Functions and procedures.
- Circulation section: Functions. Methods of charging and discharging systems.
- Periodical section and its functions and activities.
- Reference and customer care service.

5. Information Services and Systems

- Information systems: Basic concepts, Meaning, Objectives and Functions.
- Components of Information System: Structure, Functions and Services, Libraries, Documentation Centres, Information centres, Data centres, Information analysis centres, Clearing houses, Data banks, Data Curation centres, Museums, Memories, Institutional Repositories, Open Archives, Referral, Translation Centres, and Publishing Houses.
- Understanding the different systems and their services. Understanding the user communities- Identification of user communities; Introduction to the user centered approach to Information seeking behavior.
- User Education - methods and techniques. User studies.
- Study of National Documentation Centres, Information Systems and programmes NISCAIR, DESIDOC, NASSDOC.
- Study of International Information Systems and programmes- CAS, INSPEC, AGRIS, BIOSIS, INIS, MEDLARS, ASINFO, COMPENDEX. ISI.
- Resource Sharing and Networks: Consortia- Importance and objectives. Study of Information networks- OCLC, INFLIBNET, UGC-INFONET, DELNET, National Knowledge Resource Consortia (NKRC) and AICTE-INDEST Consortium.
- Information policies and programmes. Planning, Design and Evaluation of Information systems.

Suggested Readings

Bratton, J. and Gold, J. (1994). Human resource management: Theory and practice. Basingstoke: Mac Millan.

Brophy, P. and Courling K.(1997). Quality management for Information and Library managers. Bombay: Jaico.

Bryson, J.O. (1996). Effective Library and Information management. Bombay: Jaico.

Chernyi, A.I.(1973). Introduction to Information retrieval theory. London: ASLIB. Dhyani,

P.(1998). Library Classification: Theory and practice. New Delhi: VishwaPrakashan.

Delhi: Metropolitan.

Gopinath, M.A.(1984). Information Sources and Communication Media. Bangalore: DRTC.

Grogan, Dennis. (1984). Science & Technology: An introduction to literature, London: Clive Bingley.

Guha, B. (1983). Documentation and Information: Services, techniques and systems. Calcutta: World Press.

Gupta, B.M. and others(1991). Handbook of Libraries, archives, Information centres in India. New Delhi: Aditya Prakshan.

Jennifer, E. R.(1987). Organising knowledge: An introduction to Information retrieval. Aldershot: Gower.

Katz, W.A. (2000). Introduction to reference work, London: Butterworths. 2V.

Khanna, J.K. (1987). Library and society. Kurukshetra: Research Publisher.

Krishan Kumar (1980). Theory of Library Classification, 2 Ed. New Delhi: Vikas.

Krishna Kumar (1987). Library administration and management. Delhi: Viaks.

Krishna Kumar (2003). Reference service, Ed.3, New Delhi: Vikas.

Kumar, P.S.G. (1997). Fundamentals of Information Science. Delhi: S. Chand.

Kumar, P.S.G.(2003) Foundations of Library and Information Science. Paper I of UGC Model Curriculum. New Delhi: Manohar.

Kumar, P.S.G. (2003). Management of Library and Information Centres. Delhi: B. R. Publishing corporation.

Mahapatra, P.(1997). Library management. Calcutta: World Press.

Mittal, R.L. (1984).Library administration: Theory and practice. 4 Ed. New

Parekh, H. (2007) Five laws of Library Science: Continuing foundations in an Information society, DLIBCOM, 2(8-9), p.7-9.

Ranganathan, S.R. (1957). Five laws of Library Science. 2nd Ed., Bangalore: SaradaRanganathan Endowment for Library Science.

SunithaAsija(1998). Documentation services in India: A review of some selected documentation centres. New Delhi: Academic Publications.