

Program Project Report (PPR)
of
Master of Library and Information Science (MLIS)



Accredited with NAAC **A** Grade

12-B Status from UGC

Centre for Distance and Online Education

TEERTHANKER MAHAVEER UNIVERSITY

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PROGRAMME PROJECT REPORT (PPR) – Distance Mode

1. Introduction:

In today's dynamic environment, being acquainted with concepts is not enough. It is essential to acquire and constantly upgrade knowledge about various dimensions of library and administration. The Teerthanker Mahaveer University, Moradabad Distance Mode Programme imparts knowledge and skill sets to students to achieve this and face real world challenges. It teaches application of innovative practices to current business situations. It incorporates analysis of contemporary issues besides providing a strong theoretical foundation. It provides a collaborative learning in library science with dedicated faculty to ensure students achieve their full potential. The distance and online Master of Library and Information Science (MLIS) program equips students with a comprehensive understanding of library science and information management in a flexible learning environment. Through a diverse curriculum, students delve into subjects such as library management, information organization, and retrieval, as well as digital libraries and information technology. They gain proficiency in research methodologies, ethical considerations, and legal issues relevant to the field. Additionally, the program emphasizes practical training, often including internships or hands-on experiences in library settings.

With a focus on communication and interpersonal skills, students graduate prepared to navigate the complexities of modern information environments and contribute effectively to libraries and information centers in various capacities.

The Teerthanker Mahaveer University, Moradabad aims to provide the students with a wide range of skills and competence in the area of library science. The one-year programme equips students with the knowledge of administration and management, Information Ethics and Legal Issues, Research Methods and Information Analysis, Digital Libraries and Information Technology, Information Sources and Services and other aspects that influences research and education. This programme tries for excellence in leveraging technology, these programs integrate interactive learning platforms and virtual resources, preparing students for the digital landscape of modern library science. Networking opportunities abound as students engage with peers, instructors, and professionals in the field, building valuable connections for future career prospects. Ultimately, earning a MLIS degree through a distance and online program equips graduates with the skills, credentials, and flexibility necessary to thrive in the dynamic field of library and information science.

The Programme is designed to incorporate confidence, improve knowledge, and act as a catalyst in the search for success and growth.

The curriculum is designed so as to give students an in-depth knowledge of the academic disciplines and applied functional areas necessary to meet the requirements of library science.

We lay emphasis on the following courses balanced with core and elective courses: The curriculum of MLIS program emphasizes an intensive, flexible management education with 54 credits. The programme structure and credits for MLIS are finalized based on the stakeholders' needs and general structure of the programme.



The Master of Library and Information Science (MLIS) Programme is a one-year Programme with inclusion of various specializations like Information Sources and Services, The Programme aims at developing focused librarian with a strong understanding of their area of specialization, even as the core subjects equip the students with fundamental library theories and concepts along with less tangible, but equally important soft skills.

1.1 Programme Mission and Objective:

The programme is imparting professional education and training in various aspects of library science and its environment and provide them with opportunities to develop analytical skills to meet the challenges of business at the national and global level.

The main objective of the program is to help in the professional development of those who aspire for better employment in the library and information science fields. It also provides a platform for the fresh entrants who wish to pursue a career in library and information science.

Objectives:

- To provide opportunity to learners to study library science as a discipline and as a career.
- To enable students to manage library by development of professional attitude with ethical values.
- To supply trained human resources to Public libraries, School and College libraries.
- To develop reading culture among the society by providing them systematic library services through trained human resources.
- To introduce and expand use of modern information technology in the management, administration and day to day library functions by providing technically trained human resources.
- To explore learners to advance their study in the field of library and information science by providing them Master Degree level study and research opportunities.

2. Relevance of Programme with Teerthanker Mahaveer University, Moradabad - Mission and Goals:

In order to align with the mission and goals of Teerthanker Mahaveer University, Moradabad, the MLIS Programme is planned to incorporate there in all relevant subjects of wide-spectrum application in real time work environment, this course offers the students great career opportunities in the field of library science.

The University aims at providing professional and trained human resources developed through education with practical base in the MLIS programme, professionalism with ethical values have been incorporated in the syllabus.



- The University provides educational opportunity to people while completing their family and professional responsibilities. The University aims at imparting education with the use of modern technology and advanced techniques in this programme, content of use of modern technology in the management and administration has been incorporated with practical experience and project work.
- The University has emphasized the need for industrial as well as institutional tie up in education in the MLIS programme, the learners are provided hands on training facility and opportunity to get assignment or work in the well-known libraries.
- The University has utilized multimedia to imparting education.

2.1 Vision:

To be recognized as a premier institution of excellence providing high quality of library science education, research and library services to the society.

2.2 Mission:

The University at providing professional and trained human resources developed through education with practical base in the MLIS programme, professionalism with ethical values have been incorporated in the syllabus.

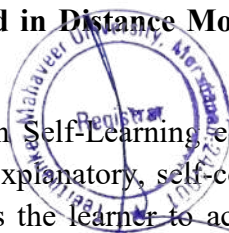
1. The University provides educational opportunity to people while completing their family and professional responsibilities. The University aims at imparting education with the use of modern technology and advanced techniques in this programme, content of use of modern technology in the management and administration has been incorporated with practical experience and project work.
2. The University has emphasized the need for industrial as well as institutional tie up in education in the MLIS programme, the learners are provided hands on training facility and opportunity to get assignment or work in the well-known libraries.
3. The University has utilized multimedia to imparting education.

3. Nature of Prospective Target Group of Learners:

The programme is specially designed to cater the need of students who are not able to study through regular mode. Working professionals, housewives, students from rural areas, students who do not wish to prefer regular courses due to various reasons and students who cannot afford costly regular courses are the target group learners.

4. Appropriateness of programme to be conducted in Distance Mode to acquire specific skills and competence:

The courses in the programme are delivered through Self-Learning e-Module which is a modular Block of e-learning material which is inter-alia self-explanatory, self-contained, self- directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of



learning in a course of study and includes contents in the form of a combination of the following e-Learning content, and made available through four-quadrant approach namely.

(a) e-Tutorial - faculty led Audio - Video Lectures, (b) e-Content (combination of PDF/ epub) Text Materials, (c) Discussion forum for raising of doubts and clarifying the same on real time basis by the Course Coordinators/Course Mentors assigned to students (d) Self-Assessment Quiz, Test and Assignments to reinforce learning. Reference books are also mentioned in the syllabus. Latest Edition of Reference books may be referred to.

A robust Learning Management System that keeps track of delivery of e-Learning Programmes, learner's engagement, assessment, results and reporting in one centralized location, is in place. All of the above can be done/delivered by Distance and Online and other platforms without much loss of fidelity. Hence the MLIS programme is suited for Distance and Online mode of learning.

5. Instructional Design:

5.1 Curriculum Design:

Curriculum has been designed by experts in the area of Library and information science has been taken to include contemporary topics, as well as topics that also inculcate environmental awareness in students. The curriculum and syllabus are approved by the Board of Studies, Centre for Internal Quality Assurance (CIQA) and University Academic Council which consists of experts from Library science.



5.2 Programme structure and detailed syllabus:

Study & Evaluation

Scheme Programme : MLIS

Semester I

S. N	Category	Course	Course	Periods			Credit	Evaluation Scheme		
		Code		L	T	P		Internal	External	Total
1	CC-1	DMLIS101	Knowledge Society	2	0	4	4	30	70	100
2	CC-2	DMLIS102	ICT for Libraries	2	0	4	4	30	70	100
3	CC-3	DMLIS103	Management of Libraries and Information Centres and Knowledge Centres	2	0	4	4	30	70	100
4	AECC-1	DMLISA101	English Communication-I	1	0	2	2	30	70	100
5	GEC-1	BAGE 101	Indian Knowledge System	4		0	4	30	70	100
6	AECC-1	BAAE 101	Communication Tools in Digital Era	4		0	4	30	70	100
7	SEC-1	BASE1 01	Special Library	4		0	4	30	70	100
Total							26	210	490	700



Semester II

S.N	Category	Course	Course	Periods			Credit	Evaluation Scheme		
		Code		L	T	P		Internal	External	Total
8	CC-4	DMLIS201	Social Science Information System	2	0	4	4	30	70	100
9	CC-5	DMLIS202	Media and Information Literacy	2	0	4	4	30	70	100
10	CC-6	DMLIS203	Informetrics and Scientometrics	2	0	4	4	30	70	100
11	GEC-2	BAGE201	Content Management	4	0	0	4	30	70	100
12	AECC-2	BAAE201	English Communication - II	3	0	2	4	30	70	100
13	SEC-2	BASE201	Human Values and Ethics	4	0	0	4	30	70	100
14	SEC-3	BASE202	Public Library	4		0	4	30	70	100
Total							28	210	490	700

Note:-

C-Credits

1C = 1 Hour of Lecture /Tutorial

1C = 2 Hour of Practical



Generic Elective Courses (GEC- Group)

S.No	Code	Course	L	T	P	Credit
Semester I						
(Choose any one course)						
1	DMLISG101	Indian Knowledge System	4	0	0	4
2	DMLISG102	Communication Tools in Digital Era	4	0	0	4
Semester II						
(Choose any one course)						
3	DMLISG201	Content Management	2	0	0	2
4	DMLISG202	Human Values & Ethics	2	0	0	2

Skill Enhancement Course (SEC- Group)

S.No	Code	Course	L	T	P	Credit
Semester I						
(Choose any one course)						
1	DBLISS101	Special Library	2	0	0	2
2	DBLISS102	MOOCs	2	0	0	2
Semester II						
(Choose any Two course)						
3	DBLISS201	Public Library	2	0	0	2
4	DBLISS202	MOOCs	2	0	0	2



MLIS - Semester-I
Knowledge Society

Course Code: DMLIS101

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Students define and explain the concept of a knowledge society and its characteristics.
- 2- Assess the impact of digital technologies on library services and user expectations.

Block-Wise Course Contents:

1- Knowledge Society:

Introduction, Terminology and Definitional Issues, Traits and Characteristics of the Information Society, Some indicators of information security, Issues in the Information Society

(8 Hours)

2- Theories and Models of Communication:

Communication, Communication Theories, Communication Models

(8 Hours)

3- Application of Social Media for Library Services:

Introduction, Why Social Media for Libraries, Are we ready for Social Media, Types of Social Media

and their use in Libraries, Communication, Collaborative Content Building, Multimedia Sharing, Review & Opinion, Monitoring

(8 Hours)

4- Information Security issues in the Networked environment:

Information and Networked Environment, Information, Main controls aimed at protecting the C-I-A triad, Information Security Policy, Security and privacy issues associated with social networking sites

(8 Hours)

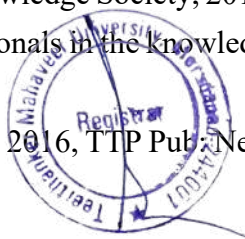
5- Social Media in a Knowledge Society:

Introduction, What is Social Media, Social Media 1, Library 2.0 and Librarian 2.0, Strategic implementation of Social Media,

(8 Hours)

Suggested Reading and Books:

- 1- Amit Kumar, New Horizons of Librarianship in Knowledge Society, 2017, TTP Pub: New Delhi
- 2- Dr. P. Hangsing, Role of Library and library Professionals in the Knowledge Society, 2015, Aayu Pub: New Delhi
- 3- Pravakar Rath, Knowledge Society: LIS Perspective, 2016, TTP Pub: New Delhi



***Latest editions of books are recommended.**

**MLIS - Semester-I
ICT for Libraries**

Course Code: DMLIS102

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Develop proficiency in using Information and Communication Technologies tools and software relevant to library operations.
- 2- Learn to evaluate the effectiveness of ICT applications in libraries.
- 3- Develop skills in creating and managing digital content, including digitization projects, digital archives, and multimedia resources.

Block-Wise Course Contents:

1- Basics of ICT and functional Blocks of computers

Introduction, Generation of Computers, Classification of computers, Need and purpose of ICT in libraries, Summary.

(8 Hours)

2- Operating Systems: Concept and Basic Features

Introduction, Generations of Operating Systems, Features of Operating Systems, Basic Components of an operating system, Types of Operating Systems, Features of Operating Systems

(8 Hours)

3- Application Software: System Software and Service Software

Structure of the Module, Software: Definition, Understanding System Software, The Role of Systems Software, Types of System Software, Utility software categories.

(8 Hours)

4- Network Security: Core Concepts

Introduction, Network Authentication, Types of Network Attacks, Virus, Protection using UTM and Firewall, DMZ for hosting and IDS.

(8 Hours)

5- Open Source Library Software and Applications

Introduction, Open Source: Evaluation, Open Source Software, Open Source Library Software (Integrated Library Systems), Digital/Electronic Library Software's, Some important popular Library Management Applications, Summary



(8 Hours)

Suggested Reading and Books:

1- Priyanka Neogi and Bhanu Pratap, Application of ICT in Library and its impact on Library Services,

2022, Astral Pub: New Delhi

2- Akhtar Hussain, ICT Based Library and Information Services, 2013, Ess Ess Publications

3- Shalini M. Sakharkar, ICT Applications in Libraries, 2015 Swastik Pub: New Delhi.

4- Atul R Sidurkar, Application of ICT in Libraries and information Centres, 2023 DPS Pub House: New Delhi.

***Latest editions of books are recommended.**



MLIS - Semester-I

Management of Libraries and Information Centres and Knowledge Centers

Course Code: DMLIS103

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- After the completion of course students know about selection and acquisition of books.
- 2- Students know about classification schemes, cataloguing standards, and the evolution of machine-readable formats like AACR2R (2002).

Block-Wise Course Contents:

1- Concept, Definition and Scope of Library Management:

Introduction, Concept of Management, Management science or art, Management and administration, Definitions of management, Scope of Management, Functions of Management Managers, Levels of Management in Libraries, Qualities of an Effective Manager

(8 Hours)

2- Technical Processing:

Introduction, Need of technical processing, Steps, Library classification, Purpose of library classification, Notation, Call number, Schemes of library classification, Cataloguing, Genesis and evolution of cataloguing codes and rules, Machine readable formats, AACR2R(2002), Choice of access points

(8 Hours)

3- Principal of management and Application in Library and Information Centers Management:

Learning Outcome, Approaches to Management, Principles of Scientific Management, Characteristics of “Not- For-Profit” Organisations, Management of Libraries and Information Centers.

(8 Hours)

4- Organizational structure of the library:

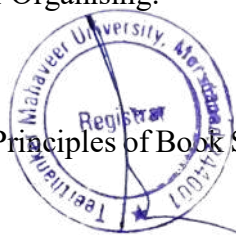
Learning Outcomes, Introduction, Meaning and Scope of Organising, Basic Forms of Organisational

Structures, Principles of Organising, Prerequisites for Organising.

(8 Hours)

5- Selection and Acquisition:

Learning Outcome, Introduction, Need and General Principles of Book Selection, Book Selection



Policy, Tools and Process, Acquisition Procedure and Issues, Selection and Acquisition of Electronic Resources.

(8 Hours)

Suggested Reading and Books:

- 1- Ms. Shivani Tyagi,,Mr. Sanjeev Thakur, Management Of Libraries And Information Centres, 2023, Astitva Prakashan
- 2- KHANNA (J K). Fundamentals of library organization. 1984. Ess Ess; New Delhi.
- 3- MITTAL (R L). Library administration: theory and practice. 1983. 5th ed. Metropolitan; New Delhi.
- 4- MOOKHERJEE (S K) and SENGUPTA (B). Library organization and library administration. 1972, World Press; Calcutta.

. *Latest editions of books are recommended.



MLIS - Semester-I
English Communication – I

Course Code: DMLISA101

L-1, T-0, P-2, C-2

OBJECTIVES:

- 1- Understanding the basics of English Communication.
- 2- Understanding the basic concepts of Functional Grammar
- 3- Preparing basic official written communication
- 4- Demonstrating effective speaking skills
- 5- Demonstrating comprehension in reading text

Block-Wise Course Contents:

1- Introductory Session:

Self – Introduction & Assessment, Basics of Communication Process, Everyday Expressions, commonly used Verbs.

(8 Hours)

2- Functional Grammar:

Parts of Speech, Verbs, Tense, Modals, Conjunctions, Subject Verb Agreement, Articles, Spotting Errors

(8 Hours)

3- Writing Skills:

Application & Formal Letter Writing, Email Writing, Note Taking & Note Making, Essay Writing.

(8 Hours)

4- Speaking Skills:

Intonation & Voice Dynamics, Art of Public Speaking, Common Conversation, Extempore.

(8 Hours)

5- Reading Skills:

Reading & Understanding, Reading Comprehensions, Solving Para Jumbles.

(8 Hours)

Suggested Reading and Books:

1. J.C. Nesfield, English Grammar Composition and Usage, 2019, Pub Macmillan Publishers: US
- 2- Sanjay Kumar & PushpLata,, Communication Skills 2018, Pub Oxford University Press: New Delhi.
- 3- Natalie Canavor, Business Writing for Dummies (3rd Edition), 2021, Pub Dummies: New Delhi

***Latest editions of books are recommended.**



MLIS - Semester-I
Indian Knowledge System

Course Code: DMLISG101
4

L-4, T-0, P-0, C-

OBJECTIVES:

- 1- Understanding Indian Civilization, Geography, Natural Resources & Culture.
- 2- Understanding Constitution of India.
- 3- Understanding & Applying the contribution of Bharatvarsha in Mathematics & other Sciences to the present age.
- 4- Understanding and applying ideals of Indian Philosophy in their life.
- 5- Understanding origin of Medicine & importance of Environment.

Block-Wise Course Contents:

1- Bharatvarsha – The Land of Civilization & Culture:

The Aryavart, Indus Valley Civilization, Harappa, Mohenjo-Daro, Fine Arts & Dance Forms, Varnashrama System, Education System, Occupations & Rituals.

Rich Geography: Mountains, Rivers, Deserts, Coast Line, Soil Types, Natural Resources, Minerals, Seasons & Weathers, Agriculture & Major crops.

(8 Hours)

2- Bharatvarsha – Constitution of India:

Drafting of Constitution, Drafting Committee, Articles & amendments, Fundamental duties, Fundamental Rights, Creation of States & Union Territories, Appointment of The President & Governor, Prime Minister & Chief Minister, Upper House & Lower House in Parliament, Appointment of Supreme Court Judges, High Court Chief Justice & Chief Justice of India.

(8 Hours)

3- Bharatvarsha – Land of Science, Mathematics, Astronomy & Astrology:

Vedic Mathematics, Contribution of Ancient Indian Mathematicians, Scientists & thinkers to the modern age of Science, Mysteries of Astronomy and Astrology as per ancient Indian literature.

(8 Hours)

4- Bharatvarsha- Vedas, Upnishads, Epics:

Indian Education System, Languages, Elementary idea of all 4 Vedas & Upanishads & their teachings, Schools of Vedic Philosophy.

(8 Hours)

5- Bharatvarsha – Health & Environment:



Health & Disease, description in Veda, Ayurveda- Charaka, Surgery- Susruta, Yoga- Patanjali. Importance of Environment & Message to Protect Environment as per Veda. Practice of CMS Like Word press, Joomla, Drupal and other to create and flexible websites.

(8 Hours)

Suggested Reading and Books:

- 1- Mahadevan, B., Rajat Bhai, Vinayak & Nagendra Pavana, R.N., “Introduction to Indian Knowledge System”.
- 2- Pole, Prashant, “Treasure Trove of Indian Knowledge”. Chauhan, Bhag Chand, “IKS The Knowledge System of Bharata” (A Textbook Based On NEP 2020 Guidelines).
- 3- Sen Gupta, Nirmal, “Traditional Knowledge in Modern India”.

***Latest editions of books are recommended.**



MLIS Semester-1
COMMUNICATION TOOLS IN DIGITAL ERA

Course Code: DBLISG101

L-2, T-0, P-0, C-2

OBJECTIVES:

- 1- Understanding communication methods, technologies and approaches in the digital age and need for digital empowerment.
- 2- Understanding the significance of security and privacy in the digital world.
- 3- Understanding cyber safety, security and ethical issues in the cyber world.
- 4- Analysing communication and collaboration in cyberspace using social platforms, teaching/learning tools.
- 5- Using ICT and digital services in daily life.

Block-wise Course Contents:

1- Digital Inclusion and Digital Empowerment:

Types of Digital Communication; Needs and Challenges; Vision of Digital India, Public utility portals of Govt. of India such as RTI, Health, Finance, Income Tax Filing, Education; Online Security and Privacy; Threats in the Digital World: Data breach and Cyber Attacks; Security Initiatives by the Govt of India.

(8 Hours)

2- Impact of Digital Communication:

Business & Consumer Communication in the Digital Age; The Internet's Impact on Business Operations & Interactions; The Economic, Cultural and Political Impact of Digital Communication;

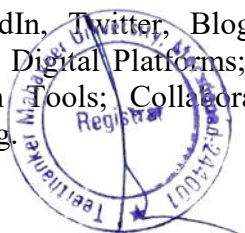
Impact of Technology on Culture in the Global Age; Information Overload: Definition & Example; The Importance of Using Communication Technology.

(8 Hours)

3- Digital Communication Tools:

Digital Tools for Corporate Professionals; Web Technology; Mobile Communication; Microblogging; Social Networks; Electronic Communication: electronic mail (email); Using Social Media to Build Customer Relationships: LinkedIn, Twitter, Blogs, Podcasts and Wikis as Professional Communication Tools; Collaborative Digital Platforms; Tools/platforms for Online Learning; Writing tools; SEO Tools; Outreach Tools; Collaboration Using File Sharing, Messaging, Tele-Conferencing, Video Conferencing.

(8 Hours)



4- Modern Technology and Communication:

Globalization of Business; Role of Information Technology; Digital PR Strategies; Print Media; Radio & Recording; Television & Movies; Video Games; Online Story Writing; Using Animation and Special Effects; Digital Content Writing; Intellectual Property Rights; Paid & Unpaid Digital Contents (News, Advertisements, etc.); Writing for Twitter, Facebook and Blog, etc. & Tips, Tools, and Best Practices of Storytelling; Photo & Video Editing; Editing and Uploading Content on Web; Digital Innovations: Environmental, Organizational, Legal, Ethical and Security Issues.

(8 Hours)

5- Ethical Concerns in Digital Age:

Digital Media Regulation; Netiquettes; Ethics in Digital Communication; Ethics in Cyberspace; Understanding Fake News, Right to Privacy and Digital Surveillance; Issues of Anonymity; Cyber Bullying, Trolling, Stalking; Hacking v/s Ethical Hacking; Dark Web and the Challenges of Cyber Security; Communication using Robots & Artificial Intelligence; Digital Piracy, Plagiarism, and Issues of Copyright; Obscenity and Pornography: Issues of Representation of Women and Children.

(8

Hours)

Suggested Readings and Books:

1. Rodney Jones, Christoph A. Hafner. "Understanding Digital Literacies: A Practical Introduction". Routledge Books, 2nd Edition, 2021.

***Latest editions of books are recommended.**



MLIS - Semester-I
Special Library

Course Code: DBLISS101

L-2, T-0, P-0, C-2

OBJECTIVES:

- 1- Students learn about concept and structure of hybrid special libraries, integrating both physical and digital resources..
- 2- Students will utilize advanced information technologies and digital resources to enhance library services.
- 3- Develop and apply assessment tools to evaluate the effectiveness and impact of library services and programs.

Block-Wise Course Contents:

1- Special Library: Characteristics and Functions:

Introduction, Definition of Special library, Types of special libraries, Characteristics and features of a Special Library, Functions of a Special Library, Services in a Special Library, Special libraries as Knowledge Management centers

(8 Hours)

2- History and Development of Special Libraries:

Introduction, History and Development of special Libraries, Role of Special Library Associations, Meaning and Definition, Objectives Special libraries, Collection and Users of Special Libraries, Characteristics of Special Librarians, Types of Special Libraries, Development of Special Libraries.

(8 Hours)

3- Emergence of Hybrid Special Library:

Introduction, Types of Libraries, What is a special library, Development of Hybrid library and hybrid special library, Prerequisites of Hybrid Special library Design

(8 Hours)

4- Collection Development Policies and Procedures:

Introduction, Definitions, Characteristics of collection development policy, Collection development policy elements

(8 Hours)



5- Management of Technical Services:

Introduction, Acquisition Section and its Services in Special & Research Libraries, Functions of Technical Section, Impact of Information Technology on Technical Services

(8 Hours)

Suggested Reading and Books:

- 1- Ahrenfield, J.L. [et al]. (1981). Special Libraries: A Guide for Management. New York: Special Library Association.
- 2- Gates J.K. (1968). Introduction to Librarianship. New York: Mc-Graw-Hill.
- 3- Weisman, Herman M. (1972). Information Systems, Services and Centres. New York: BeckBr and Hayes..

***Latest editions of books are recommended.**



MLIS - Semester-I I
Social Science Information System

Course Code: DMLIS201

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Develop comprehensive knowledge of key social science information sources, including databases, journals, statistical data, and government publications.
- 2- Gain proficiency in using digital tools and technologies that support the discovery, management, and dissemination of social science information.

Block-Wise Course Contents:

1- Social Sciences: An Overview

What Is Social Sciences, Social Sciences: Second Half of the Twentieth Century, Social Sciences in India: Pre-Independence Era, Social Sciences In India: Post-Independence Era, Social Sciences in India: Institutional Frame Work, Social Sciences in India: Interdisciplinary Approach. Social Sciences: Identifying Disciplines

(8 Hours)

2- Information Sources in Social Sciences:

Introduction, Defining the Information Sources, Types of Information Sources, Variety of Information Sources, Journal Articles, International Databases and Data Services.

(8 Hours)

3- Books and Monographs:

Introduction, Social Science, Branches of social science, Social Sciences: Publishing Growth

(8 Hours)

4- Learned Periodicals and Scholarly Journals:

Introduction, what is a periodical, how to filter scholarly information, Journal Ranking Method, Importance of Periodical Collections in Libraries, Recent trends: Full Text Databases and Scholarly Publishing, Research Output.

(8 Hours)

5- Navigating Information Resources:

Introduction, General Periodicals, Brief Account of General Periodicals and Related Documents, Archives and Prominent Archiving Centers in India

(8 Hours)

Suggested Reading and Books:

- 1- Kumar Anil, Essential Role of Social Science Information System in Library Science, 2019, Ess
Ess Pub: New Delhi



2- Bansal, S.K. (2005). Information Technology and Globalization. New Delhi: A.P.H. Publishing Corporation.

***Latest editions of books are recommended.**



MLIS - Semester- I I
Media and Information Literacy

Course Code: DMLIS202

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Students will learn to assess the credibility and reliability of various media and information sources.
- 2- Students will develop proficiency in searching, accessing, and organizing information from diverse media.

Block-Wise Course Contents:

1- Media and Information Literacy definition, need and purpose, Role of MIL in the society:

Introduction to Media and Information Literacy, Definition of Media and Information Literacy, Need and Purpose of Media and Information, Role of Media and Information Literacy in the society

(8 Hours)

2- Media and Information Literacy:

The rationale for media and information literacy policies and strategies, Why understanding of MIL as a composite concept is necessary, Benefits of MIL policies and strategies, Digital India, Developing strategies for MIL.

(8 Hours)

3- Right to Information (RTI):

Concept, Scope and Features, to discuss the importance and need of RTI in the society, To Envisage, Role of MIL in Cultural and Linguistic diversity, to envisage the scope, limitations and exclusions of RTI, to elucidate the role of Public authorities (PIO and APIO), To present a brief account of CIC, to explain the important clause/ sections of RTI Act, To explain the procedure for RTI Application

(8 Hours)

4- Data Literacy:

Definition, Importance and scope, Importance of Data Literacy, How to access data/ Finding data, How to create Visualisation/infographics on data.gov.in, Data Hub.

(8 Hours)

5- Media and Information Ethics:

Cyber laws and Ethics: Introduction, The Information Technology Act, 2000 and the 2008 Amendment, Cyber-crime, Ethics of the Cyber-space, Criticism of the Existing Legal Framework



Suggested Reading and Books:

- 1- Singh, Neenah (2001). Internet: Importance and usage for library and Information professionals, DESIDOC Bulletin of Information Technology, Vol., 21, No. 3, 17-28.
- 2- Foulonneau, M, Metadata for digital resources: implementation, systems design and interoperability, 2008, Oxford, Chandos
- 3- Rosemary Shafack, Information Literacy Education and the Role of Libraries, 2020, Notion Press
Media: Chennai



MLIS - Semester-I
Informetrics and Scientometrics

Course Code: DMLIS203

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- To understand the need and purpose of Information, Communication and Society.
- 2- To enable the students to know about the Information Society, Information Economics and Information Management.
- 3- To enable the students to know about the marketing of information product and services.

Block-Wise Course Contents:

1- Library Use Studies:

Brief literary review on Use Study: Library Use and Information Use Study, Use of Electronic Information Sources, Use Studies in a changing environment: Physical Environment Library Use Models, Information Use: The Meaning and definition, Differences in Information use

(8Hours)

2- Analysis of Circulation Data, Including the Quantitative Methods to Evaluate Collection:

Evaluation of Collection: Evaluation process, Evaluation Studies, Trueswell's 80:20 Rule, Examples of Collection Evaluation Studies, Standards of Library Statistics: International Federation of Library Associations and Institutions (IFLA), International Organisation for Standardization (ISO), National Information Standards Organisation Bureau of Indian Standards, American Library Association: Office for Research and Statistics

(8Hours)

3- Classical Law of Bibliometrics:

Bradford's Law of Scattering, Zips's Laws, Lotka's Law

(8Hours)

4- Bibliometrics in Assessing Productivity and Impact of Research:

Introduction, Bibliometric criteria for evaluating research productivity, Impact of Citation Analysis, Individual Productivity and Impact, Impact related authorship phenomena, The impact of research and Ranking of journals, Institutional Productivity and Impact

(8Hours)

5- Different Models to Explain the Phenomena of Growth and Obsolescence of Literature:

Different Models of Growth, Selecting a Trade Type, Obsolescence of Literature

(8Hours)

Suggested Reading and Books:

- 1- Sangam S.L, SCIENTOMETRICS: Quantitative Methods for Library and Information Science, 2015
- 2- Saxena, S.L., Pustakalaya Sangthan tatha Vyavasthapan, Bhopal: ME Hindi Granth Academy, 1988.
- 3- Khan, MTM, Information: Organization and communication, New-Delhi: ESS ESS Publication.

4- Khanna, J.K., Documentation and information: Services, system and techniques, Agra: Y.K. Publishers, 2000.

***Latest editions of books are recommended.**



MLIS - Semester-II
English Communication-II

Course Code: DMLIS204

L-1, T-0, P-2, C-2

OBJECTIVES:

- 1- Demonstrating comprehension in listening
- 2- Understand and improve vocabulary
- 3- Draft official written communication formats.
- 4- Demonstrate public speaking skills

Block-Wise Course Contents:

1- Listening Skills:

Active Listening, Talk Shows, Commentaries, Listening Comprehensions.

(8 Hours)

2- Functional Grammar & Vocabulary:

Root Words, Idioms & Phrases, Technical Jargons, Direct & Indirect Speech, Active & Passive Voice, Sentence Re-arrangement, Closet Test.

(8 Hours)

3- Writing Skills:

Proposal & Report Writing, Preparing Notice, Agenda & MOM, Verbal Analogies.

(8 Hours)

4- Communication Skills:

Power Point Presentations, Know Your Body Language, Role Plays, Picture Perception, Public Speaking 'Debate, Stage Handling, Oral Presentation'.

(8 Hours)

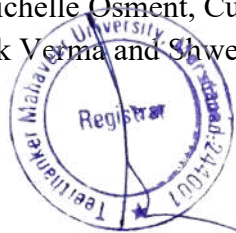
5- Verbal Ability:

One Word Substitutions, Jumbled Words, Sentence Improvement

(8 Hours)

Suggested Reading and Books:

- 1- English Grammar Composition and Usage by J.C. Nesfield, Macmillian Publishers.
 - 2- Communication Skills by Sanjay Kumar & PushpLata, Oxford University Press.
 - 3- Business Writing for Dummies (3rd Edition) by Natalie Canavor, For Dummies.
 - 4- Reading and Listening Comprehension Skills by Michelle Osment, Curriculum Concepts.
 - 5- Unveiling the Secrets of Verbal Ability by Abhishek Verma and Shweta Bajaj, Research India.
- *Latest editions of books are recommended.**



MLIS - Semester-II
Content management

Course Code: DMLISG201

L-4, T-0, P-0, C-4

OBJECTIVES:

- 1- To study the concept of content management.
- 2- To understand the characteristic of CMS.
- 3- To develop the skill for CMS.

Block-Wise Course Contents:

Block -1

Introduction to Content Management system, Benefits, Principles, Architecture, system and Data integration in CMS.

(8 Hours)

Block - 2

Creating and Managing Web Page, Content on Web Page, Fundamental of Planning of Dynamics websites.

(8 Hours)

Block - 3

Overview of CMS, Dynamics and Flexible websites, Evolution of CMS.

(8 Hours)

Block - 4

Application of CMS, CMS and CommBlocky Information system, Document Management, Record management, Digital Assets management

(8 Hours)

Block - 5

Practice of CMS Like Word press, Joomla, Drupal and other to create and flexible websites

(8 Hours)

Suggested Reading and Books:

- 1- CHOWDHURY (G G) and CHOWDHURY(SUDATTA) . Introduction to Digital Libraries. 2003
LESK(Michael). Understanding Digital Libraries.2004.
 - 2- WITTEN(Ian H.), BAINBRIDGE(David) and NICHOLS(David M.) . How to Build a DigitalLibrary 2010.
 - 3- <https://www.wordpress.com/>
 - 4- <https://www.joomla.org>
- *Latest editions of books are recommended.**



MLIS Semester-II
Human Values & Ethics

Course Code: DMLISG202

L- 2, T-0, P-0, C- 2

Objectives

- 1- Understanding Meaning of Values and Applying to Their Life.
- 2- Understanding Indian Value System.
- 3- Understanding The Structure and Importance of Family and Applying This Knowledge to Stay in Harmony.
- 4- Understanding Work Ethics & Professionalism.
- 5- Understanding Professional Ethics.

Block-wise Course Contents:

1- Introduction To Human Values:

Definition, Sources Of Value System, Types Of Values, Professional Values: Integrity, Work Ethics, Mutual Respect, Cooperation, Commitment, Hard Work, Emotional Intelligence, Self Confidence, Empathy & Spirituality, Need Of Value Education In Present Scenario.

(6 Hours)

2- Indian Value System:

Teachings From Indian Scriptures Like, Mahabharat, Bhagvad Gita, Ramayana, Teachings Of Various Religions/ Ideologies – Hinduism, Islam, Christianity, Buddhism, Jainism & Sikhism, Application Of These Teachings In Daily Life.

(6 Hours)

3- Harmony In The Family & Society:

Understanding Family as the Basic Block of Society, Structure of Family, Human - Human Relationship, Factors Leading to Harmony, (Nyaya, Ubhaytripti, Trust, Respect, Freedom, Positive Thinking & Equality), Levels of Harmony.

(6 Hours)

4- Work Ethics:

Need & Importance Of Work Ethics, Nature Of Ethics, Ethics & Morality, Code Of Conduct, Ethical

Dilemmas- Source & Their Resolution, Ethical Decision Making, Ethical And Unethical Practices Around Us.

(6 Hours)

5- Professional Ethics:



Professionalism, Profession Specific Ethics, Advantages of Ethical Professionalism, Promoting Ethical Behaviour in Employees, Case Study: Vishakhapatnam Gas Leak, Collapse Of Morbi Suspension Bridge, Unethical Practices & Degradation Of Environment (Terminology And Ethics As Per The Particular Profession, Medical, Nursing, Technical, Cyber, Agriculture, Management, Law, Fine Arts, Teaching & Sports).

(6 Hours)

Suggested Readings and Books:

- 1- Human Values – Prof. A. N. Tripathi, New Age International, 2009.
- 2- R.S. Nagrajan, A Textbook On Professional Ethics & Human Values, New Age International Publisher.



MLIS - Semester-II
Public Library

Course Code: DBLISS201

L-2, T-0, P-0, C-2

1- Public Library: Concept, Characteristics

Introduction: Public Library: Definition, Missions of the Public Library, Characteristics of Public Libraries, Modern concept of Public Libraries

(8 Hours)

2- Types of Library Services:

Introduction, Public Library Services: Anticipatory Services

(8 Hours)

3- Functions of Public Library:

Introduction: Functions of Public Library: Self Education Centre, Centre for Life Long Learning, CommBlocky Information Centre, Recreation Centre, Cultural Centre for Society, Centre to Support Economic Development, Centre for CommBlocky Skills Development, Centre for Strengthening Democratic Spirit.

(8 Hours)

4- National Library Policy:

Introduction, National Information Policy, National Policy Initiative In India, Government Initiatives.

(8 Hours)

5- Major Public Libraries of in other Cities of India:

Central Library, Baroda, Salient Features Of The Central Library (Baroda), Connemara Public Library, Chennai, Khuda Bakhsh Oriental Public Library, Takeover By The Government Of India, Rampur Raza Library, Kottayam Public Library.

(8 Hours)

Suggested Reading and Books:

1- Verma, I.N., & Agarawal, U.K., ed. Public Library Services in India. Udaipur: Himanshu, 1994.

2- Sathi Kumar, C.S. "Public Library Development in India." in Public Library Development, edited

by Raman Nair, R. New Delhi: ESS ESS, 1993.

3- Thomas, V.K. (1997). Public Libraries in India: Development & Finance. New Delhi: Vikas.

***Latest editions of books are recommended.**



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<u>Study Scheme</u>	
<u>SUMMARY</u>	
Institute Name	Centre for Distance and Online Education, TMU, Delhi Road, Moradabad
Programme	MLIS
Duration	One Years (Distance Mode) (Two Semesters)
Medium	English/Hindi
<u>Credits</u>	
Minimum Credits Required for Degree	54
Eligibility for the program	An individual should have a pass in BLISc from any university approved by University Grants Commission..



5.4 Faculty and support staff requirement

Academic Staff	Number of Faculty Member
Programme Coordinator	1 Member
Course Coordinator	1 Member
Course Mentor	1 Member per batch of 250 students

5.5 Instructional delivery mechanisms:

The Centre for Distance and Online Education, TMU comprises of faculty members and staff who are well versed in Distance Education and Online delivery.

An Academic calendar depicting dates for all major events during each semester will be prepared by faculty members and shared with students through LMS, at the beginning of each academic session.

Apart from providing content in the form of Self Learning Material, enough e-learning resources in the form of audio and video content will be provided to students. Regular engagement of students will be ensured through the following means:

- Conduct of Webinars/live lectures/online lectures/Virtual Class.
 - By encouraging them to participate in mandatory Discussion Forums to stimulate their thinking, and to be able to fearlessly express their views in forums. These discussion forums will be moderated by faculty to provide equal opportunity for everyone to participate, as well as to ensure maintenance of decorum of the forum.
 - Through periodic formative assessments.
2. Regular evaluation of content learnt will be provided for, through Self-Assessment Questions within the SLM, as well as quizzes on the LMS. The quizzes can be taken any number of times, so that they reach a stage of being able to answer questions without errors, which is a reflection of their understanding of the concept.
 3. Effort will be made to provide case studies to enhance their analytical ability and make right decisions.
 4. Link to National Portals (SWAYAM/NPTEL) will be provided, as also link to University's digital library portal.



5. All links to additional reading will be provided in the LMS. Interested students can study beyond the confines of the syllabus.

5.6 Identification of media—print, audio or video, online, computer aided:

LMS provides for all audio video content (e-learning material, e-pubs, faculty-led video sessions, virtual classrooms and discussion boards), dashboard of their progress in learning, comparison with their peers in terms of learning, regular notifications regarding upcoming Webinars/virtual classes, Assignments, Discussion Forum participations and Examinations. It also provides an opportunity for raising queries if any, and seek answers to the same, by chat bot or course mentors.

5.7 Student Support Services:

The Student Support services will be facilitated by the Centre for Distance and Online Education, Teerthanker Mahaveer University, Moradabad, Uttar Pradesh which includes the pre-admission student support services like counseling about the programme including curriculum design, mode of delivery, fee structure and evaluation methods. Post-admission student support services include guiding students towards accessing e-identity card, LMS portal, Academic calendar and academic delivery. Examinations support staff shall answer queries pertaining to conduct of end-semester examinations, evaluation and issue of certificates.

6. Procedure for Admission, Curriculum Transaction and Evaluation:

The purpose of Centre for Distance and Online Education by Teerthanker Mahaveer University, Moradabad, Uttar Pradesh is to provide flexible learning opportunities to students to attain qualification, wherever learners are not able to attend the regular classroom teaching. Academic programmes offered for such candidates under Distance and Online Learning mode will be conducted by Centre for Distance and Online Education- Teerthanker Mahaveer University, Moradabad, Uttar Pradesh with support of the various University schools. The programmes/courses may be termed Distance Mode for award of Degree. Eligibility criteria, programme/course structure, curriculum, evaluation criteria and duration of programme shall be approved by Board of Studies and Academic Council which are based on UGC guidelines.

Candidates seeking admissions in any programme offered by Centre for Distance and Online Education- Teerthanker Mahaveer University, Moradabad, Uttar Pradesh shall fill up Distance and Online application form available on CDOE- TMU website. Before applying, candidates must check eligibility criteria for programme that they are interested in. Details about Eligibility criteria, programme structure, curriculum, duration, and fee structure are available on the website.

6.1. Procedure for Admission:

An individual should have a pass in BLISc from any university approved by University Grants Commission.

Important Instructions:



All admissions shall be provisional until and unless candidates meet the eligibility criteria.

Admission will stand cancelled if a candidate does not meet eligibility criteria, or there is failure to pay programme/course fees.

Admission will stand cancelled, if candidate does not submit proof of eligibility within stipulated time given by Centre for Distance and Online Education- Teerthanker Mahaveer University, Moradabad, Uttar Pradesh.

Centre for Distance and Online Education - Teerthanker Mahaveer University, Moradabad, Uttar Pradesh has the right to make necessary changes from time to time as deemed fit in Eligibility criteria, programme/course structure, curriculum, duration, fee structure and programme announcement dates. All changes will be notified on website.

Candidates should carefully read all instructions given in Programme prospectus before start of application form.

Fee Structure and Financial assistance policy:

Suggested Fee for MLIS programme is INR 5400/- per annum

A scholarship as per Teerthanker Mahaveer University norm on tuition fees will be provided to eligible students.

6.2. Curriculum Transactions:

Programme Delivery:

Teerthanker Mahaveer University, Moradabad, Uttar Pradesh has state-of-the-art mechanism for Distance and Online mode of academic delivery to ensure quality education. Faculty members at TMU offer expert guidance and support for holistic development of the students. Faculty members are not mere facilitators of knowledge but they also mentor students to make learning more engaging and maintain high retention level. The programme will be delivered with an aim to provide expertise and ensure that students excel in their domains. The features of programme delivery are:

- Distance and Online Mode of Academic Delivery.
- Periodic review of Curriculum and Study material.
- Live Interactive lectures from faculty / Course coordinators.
- Continuous Academic and Technical support.
- Guidance from Course Coordinators.
- Learning and delivery support from Course Mentors.



S. No.	Credit value of the course	No. of Weeks	No. of Interactive Sessions		Hours of Study Material		Self- Study hours including Assessment etc.	Total Hours of Study (based on 30 hours per credit)
			Synchronous Online Counseling /Webinars/ Interactive Live Lectures (1 hour per week)	Discussion Forum/ a synchronous Mentoring (2 hours per week)	e- Tutorial in hours	e- Content t hours		
1	1 Credits	3 weeks	3 hours	6 hours	5	5	11	30
2	2 Credits	6 weeks	6 hours	12 hours	10	10	22	60
3	3 Credits	9 weeks	9 hours	18 hours	15	15	33	90
4	4 Credits	12 weeks	12 hours	24 hours	20	20	44	120
5	6 Credits	18 weeks	18 hours	36 hours	30	30	66	180

Learning Management System (LMS) to support Distance and Online mode of Course delivery:

LMS Platform has been built to help learners reach their potential in their chosen programme. It is a secure, reliable learning experience tool that works consistently on Web and Mobile devices. Its simple interface makes it easy for instructors to design courses, create content and grade assignments. It provides a great mobile experience due to the responsive design which is paired with purpose-built native apps. It provides seamless accessibility to ensure all tools are standards-compliant and easy for students to navigate using assistive technologies. It provides 24 X7 learning experience to facilitate learning as per the pace chosen by learners. Digital portfolio functionality allows students to document and share their learning journey as it happens, on both web and mobile platforms.



6.3. Evaluation Scheme:

Evaluation Scheme:					
Assessment			Internal	External	Total
Theory			30	70	100
Practical/ Dissertations/ Project Reports			50	50	100
Class Test-1	Class Test-2	Class Test-3	Assignment(s)	Attendance	Total
Best two out of three					
10	10	10	5	5	30
Duration of Examination			External	Internal	
			3 Hours	1.5 Hours	
To qualify the course a student is required to secure a minimum of 35% marks in aggregate including the semester end examination and teachers continuous evaluation. (i.e. both internal and external).A candidate.					
who secures less than 35% of marks in a course shall be deemed to have failed in that course.					

Question Paper Structure

1	The question paper shall have two section – Section A and Section B . The examiner shall set questions specific to respective sections. Section wise details are as under mentioned.
2	Section A: It shall consist of short answer type questions (approx. 50 words). This section will essentially assess CO's related to lower order thinking skills (Remembering & Understanding). It will contain five questions with atleast one question from each Block with internal choice having "or" option with optional question from the same Block. Each question shall have equal weightage of two marks and total weightage of this section shall be ten marks .

3	Section B shall comprise of Long answer type questions (approx. 350 – 400 words). This section shall specify the higher order thinking as well as lower order thinking skills (Analyzing, Applying, Evaluating & Creating or Remembering & Understanding) to be assessed and mapped with the course outcomes stated . It shall contain five questions with at least one question from each Block with an internal choice having “or” option with optional question from the same Block. Each question shall have equal weightage of twelve marks and total weightage of twelve marks and total weightage of this section shall be sixty marks .
4	Note: In case where the course content does not have the scope of assessing higher order thinking skills, questions may be framed to assess the lower order thinking skills as per the course outcomes stated.
IMPORTANT NOTES:	
1	The purpose of examination will be to assess the Course Outcomes (CO) that will ultimately lead to assessment of attainment of Program Specific Outcomes (PSO). A question paper must assess the following aspects of learning: Remembering, Understanding, Applying, Analyzing, and Evaluating & Creating (reference to Bloom’s Taxonomy).
2	Case Study is essential in every question paper (wherever it is being taught as a part of pedagogy) for evaluating higher-order learning. Not all the courses might have case teaching method used as pedagogy.
3	There shall be continuous evaluation of the student and there will be a provision of fortnight progress report.

7. Requirement of the Laboratory Support and Library Resources:

Laboratory Support:

For practical base courses, practical sessions are conducted in face to face mode (which is a compulsory component) in laboratories at learner support centers well equipped with such facilities.

Library Resources:

Centre for Distance and Online Education, Teerthanker Mahaveer University, Moradabad, Uttar Pradesh has excellent Library facility with adequate number of copies of books in relevant titles for MLIS programme. The Central Library of University is also having good source of reference books. The books available at both the libraries are only for reference purpose and lending services. In addition, reference books as prescribed will be procured. The Digital Library access will also be made available to students who are enrolled into Distance Mode education. In addition, the university membership on Swayam/ NPTEL/ edX will also be made available to students. Complete e-Learning

resources to course would be made available on Learning Management System for learning along with e-tutorial lectures. Further, expert lectures/workshops/ webinars by industry experts would also be conducted for the students.

8. Cost Estimate of the Programme and the Provisions:

Sl. No.	Expenditure Heads	Approx. Amount
1	Programme Development (Single Time Investment)	1,00,00,000 INR
2	Programme Delivery (Per Year)	12,00,000 INR
3	Programme Maintenance (Per Year)	50,00,000 INR

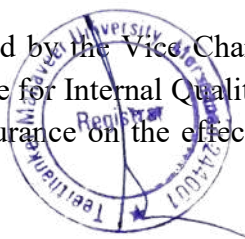
Quality assurance mechanism and expected programme outcomes:

The quality of the programme depends on scientific construction of the curriculum, strong- enough syllabi, sincere efforts leading to skillful execution of the course of the study. The ultimate achievement of MLIS programme of study may reflect the gaining of knowledge and skill in the field of library science. Gaining of knowledge and skills in library science may help the students to get new job, upgrading their position not only in employment, but also in the society.

The benchmark qualities of the programme may be reviewed based on the performance of students in their end semester examinations. Also, the feedback from the alumni, students, parents and employers will be received and analyzed for further improvement of the quality of the programme.

Teerthanker Mahaveer University has constituted Centre for Internal Quality Assurance (CIQA), which will assist Director, Centre for Distance and Online Education to conduct periodic review and assessments and assist the Directorate to implement necessary quality measures and effectiveness in programme delivery. CIQA is constantly involved in reviewing all materials prepared by DOE, including syllabus, SLMs and e-learning content. CIQA will be involved in conducting studies to measure effectiveness of methods adopted for learning. As we proceed further, CIQA will involve in benchmarking quality of academic delivery, and perform various analyses, and guide all stakeholders towards upgrading quality constantly.

Centre for Internal Quality Assurance (CIQA) chaired by the Vice-Chancellor consisting of internal and external experts oversees the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes.



The guidelines on quality monitoring mechanism prescribed by the UGC have been adopted by the Centre for Internal Quality Assurance for conducting institutional quality audits, to promote quality assurance and enhance as well as spread best-in-class practices of quality assurance. University has setup an effective system for collecting feedback from the stakeholders regularly to improve its programmes. The University will conduct self- assessments regularly and use the results to improve its systems, processes etc. and finally quality of programmes.



Program Project Report (PPR)
of
Master of Library and Information Science (MLIS)



Accredited with NAAC **A** Grade

12-B Status from UGC

Centre for Distance and Online Education

TEERTHANKER MAHAVEER UNIVERSITY
N.H.-09, Delhi Road, Moradabad, Uttar Pradesh 244001
Website: www.tmu.ac.in



S.No.	Contents
1	Introduction, Programme's Mission and objectives.
2	Relevance of Programme with Teerthanker Mahaveer University, Moradabad Mission and Goals.
3	Nature of Prospective Target Group of Learners.
4	Appropriateness of programme to be conducted in Online mode to acquire specific skills and competence.
5	Instructional Design Curriculum design. Programme structure and Detailed Syllabus Duration of the programme. Faculty and support staff requirement . Instructional delivery mechanisms. Identification of media—print, audio or video, online, computer aided. Student Support Services.
6	Procedure for Admissions, Curriculum Transaction and Evaluation.
6.1	Procedure for Admission.
6.2	Curriculum Transactions.
6.3	Evaluation.
7	Requirement of the Laboratory Support and Library Resources..
8	Cost Estimate of the Programme and the Provisions
9	Quality Assurance Mechanism and Expected Programme Outcomes.



PROGRAMME PROJECT REPORT (PPR) – Online Mode

1. Introduction:

In today's dynamic environment, being acquainted with concepts is not enough. It is essential to acquire and constantly upgrade knowledge about various dimensions of library and administration. The Teerthanker Mahaveer University, Moradabad Online Mode Programme imparts knowledge and skill sets to students to achieve this and face real world challenges. It teaches application of innovative practices to current business situations. It incorporates analysis of contemporary issues besides providing a strong theoretical foundation. It provides a collaborative learning in library science with dedicated faculty to ensure students achieve their full potential. The Online and online Master of Library and Information Science (MLIS) program equips students with a comprehensive understanding of library science and information management in a flexible learning environment. Through a diverse curriculum, students delve into subjects such as library management, information organization, and retrieval, as well as digital libraries and information technology. They gain proficiency in research methodologies, ethical considerations, and legal issues relevant to the field. Additionally, the program emphasizes practical training, often including internships or hands-on experiences in library settings.

With a focus on communication and interpersonal skills, students graduate prepared to navigate the complexities of modern information environments and contribute effectively to libraries and information centers in various capacities.

The Teerthanker Mahaveer University, Moradabad aims to provide the students with a wide range of skills and competence in the area of library science. The one-year programme equips students with the knowledge of administration and management, Information Ethics and Legal Issues, Research Methods and Information Analysis, Digital Libraries and Information Technology, Information Sources and Services and other aspects that influences research and education. This programme tries for excellence in leveraging technology, these programs integrate interactive learning platforms and virtual resources, preparing students for the digital landscape of modern library science. Networking opportunities abound as students engage with peers, instructors, and professionals in the field, building valuable connections for future career prospects. Ultimately, earning a MLIS degree through a Online and online program equips graduates with the skills, credentials, and flexibility necessary to thrive in the dynamic field of library and information science.

The Programme is designed to incorporate confidence, improve knowledge, and act as a catalyst in the search for success and growth.

The curriculum is designed so as to give students an in-depth knowledge of the academic disciplines and applied functional areas necessary to meet the requirements of library science.

We lay emphasis on the following courses balanced with core and elective courses: The curriculum of MLIS program emphasizes an intensive, flexible management education with 54 credits. The programme structure and credits for MLIS are finalized based on the stakeholders' needs and general structure of the programme.



The Master of Library and Information Science (MLIS) Programme is a one-year Programme with inclusion of various specializations like Information Sources and Services, The Programme aims at developing focused librarian with a strong understanding of their area of specialization, even as the core subjects equip the students with fundamental library theories and concepts along with less tangible, but equally important soft skills.

1.1 Programme Mission and Objective:

The programme is imparting professional education and training in various aspects of library science and its environment and provide them with opportBlockies to develop analytical skills to meet the challenges of business at the national and global level.

The main objective of the program is to help in the professional development of those who aspire for better employment in the library and information science fields. It also provides a platform for the fresh entrants who wish to pursue a career in library and information science.

Objectives:

- To provide opportBlocky to learners to study library science as a discipline and as a career.
- To enable students to manage library by development of professional attitude with ethical values.
- To supply trained human resources to Public libraries, School and College libraries.
- To develop reading culture among the society by providing them systematic library services through trained human resources.
- To introduce and expand use of modern information technology in the management, administration and day to day library functions by providing technically trained human resources.
- To explore learners to advance their study in the field of library and information science by providing them Master Degree level study and research opportBlockies.

2. Relevance of Programme with Teerthanker Mahaveer University, Moradabad - Mission and Goals:

In order to align with the mission and goals of Teerthanker Mahaveer University, Moradabad, the MLIS. Programme is planned to incorporate there in all relevant subjects of wide-spectrum application in real time work environment, this course offers the students great career opportBlockies in the field of library science.

The University aims at providing professional and trained human resources developed through education with practical base in the MLIS programme, professionalism with ethical values have been incorporated in the syllabus.



- The University provides educational opportunity to people while completing their family and professional responsibilities. The University aims at imparting education with the use of modern technology and advanced techniques in this programme, content of use of modern technology in the management and administration has been incorporated with practical experience and project work.
- The University has emphasized the need for industrial as well as institutional tie up in education in the MLIS programme, the learners are provided hands on training facility and opportunity to get assignment or work in the well-known libraries.
- The University has utilized multimedia to imparting education.

2.1 Vision:

To be recognized as a premier institution of excellence providing high quality of library science education, research and library services to the society.

2.2 Mission:

The University at providing professional and trained human resources developed through education with practical base in the MLIS programme, professionalism with ethical values have been incorporated in the syllabus.

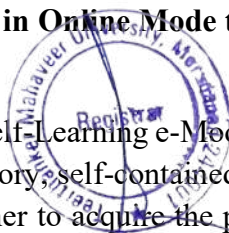
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2. The University has emphasized the need for industrial as well as institutional tie up in education in the MLIS programme, the learners are provided hands on training facility and opportunity to get assignment or work in the well-known libraries.
3. The University has utilized multimedia to imparting education.

3. Nature of Prospective Target Group of Learners:

The programme is specially designed to cater the need of students who are not able to study through regular mode. Working professionals, housewives, students from rural areas, students who do not wish to prefer regular courses due to various reasons and students who cannot afford costly regular courses are the target group learners.

4. Appropriateness of programme to be conducted in Online Mode to acquire specific skills and competence:

The courses in the programme are delivered through Self-Learning e-Module which is a modular Block of e-learning material which is inter-alia self-explanatory self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in



a course of study and includes contents in the form of a combination of the following e- Learning content, and made available through four-quadrant approach namely.

(a) e-Tutorial - faculty led Audio - Video Lectures, (b) e-Content (combination of PDF/ epub) Text Materials, (c) Discussion forum for raising of doubts and clarifying the same on real time basis by the Course Coordinators/Course Mentors assigned to students (d) Self-Assessment Quiz, Test and Assignments to reinforce learning. Reference books are also mentioned in the syllabus. Latest Edition of Reference books may be referred to.

A robust Learning Management System that keeps track of delivery of e-Learning Programmes, learner's engagement, assessment, results and reporting in one centralized location, is in place. All of the above can be done/delivered by Online and Online and other platforms without much loss of fidelity. Hence the MLIS programme is suited for Online and Online mode of learning.

5. Instructional Design:

5.1 Curriculum Design:

Curriculum has been designed by experts in the area of Library and information science has been taken to include contemporary topics, as well as topics that also inculcate environmental awareness in students. The curriculum and syllabus are approved by the Board of Studies, Centre for Internal Quality Assurance (CIQA) and University Academic Council which consists of experts from Library science.



5.2 Programme structure and detailed syllabus:

Study & Evaluation

Scheme Programme : MLIS

Semester I

S. N	Category	Course	Course	Periods			Credit	Evaluation Scheme		
		Code		L	T	P		Internal	External	Total
1	CC-1	DMLIS101	Knowledge Society	2	0	4	4	30	70	100
2	CC-2	DMLIS102	ICT for Libraries	2	0	4	4	30	70	100
3	CC-3	DMLIS103	Management of Libraries and Information Centres and Knowledge Centres	2	0	4	4	30	70	100
4	AECC-1	DMLISA101	English Communication-I	1	0	2	2	30	70	100
5	GEC-1	BAGE 101	Indian Knowledge System	4		0	4	30	70	100
6	AECC-1	BAAE 101	Communication Tools in Digital Era	4		0	4	30	70	100
7	SEC-1	BASE101	Special Library	4		0	4	30	70	100
Total							26	210	490	700



Semester II

S.N	Category	Course	Course	Periods			Credit	Evaluation Scheme		
		Code		L	T	P		Internal	External	Total
8	CC-4	DMLIS201	Social Science Information System	2	0	4	4	30	70	100
9	CC-5	DMLIS202	Media and Information Literacy	2	0	4	4	30	70	100
10	CC-6	DMLIS203	Informetrics and Scientometrics	2	0	4	4	30	70	100
11	GEC-2	BAGE201	Content Management	4	0	0	4	30	70	100
12	AECC-2	BAAE201	English Communication - II	3	0	2	4	30	70	100
13	SEC-2	BASE201	Human Values and Ethics	4	0	0	4	30	70	100
14	SEC-3	BASE202	Public Library	4		0	4	30	70	100
Total							28	210	490	700

Note:-

C-Credits

1C = 1 Hour of Lecture /Tutorial

1C = 2 Hour of Practical



Generic Elective Courses (GEC- Group)

S.No	Code	Course	L	T	P	Credit
Semester I						
(Choose any one course)						
1	DMLISG101	Indian Knowledge System	4	0	0	4
2	DMLISG102	Communication Tools in Digital Era	4	0	0	4
Semester II						
(Choose any one course)						
3	DMLISG201	Content Management	2	0	0	2
4	DMLISG202	Human Values & Ethics	2	0	0	2

Skill Enhancement Course (SEC- Group)

S.No	Code	Course	L	T	P	Credit
Semester I						
(Choose any one course)						
1	DBLISS101	Special Library	2	0	0	2
2	DBLISS102	MOOCs	2	0	0	2
Semester II						
(Choose any Two course)						
3	DBLISS201	Public Library	2	0	0	2
4	DBLISS202	MOOCs	2	0	0	2



MLIS - Semester-I
Knowledge Society

Course Code: DMLIS101

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Students define and explain the concept of a knowledge society and its characteristics.
- 2- Assess the impact of digital technologies on library services and user expectations.

Block-Wise Course Contents:

1- Knowledge Society:

Introduction, Terminology and Definitional Issues, Traits and Characteristics of the Information Society, Some indicators of information security, Issues in the Information Society

(8 Hours)

2- Theories and Models of Communication:

Communication, Communication Theories, Communication Models

(8 Hours)

3- Application of Social Media for Library Services:

Introduction, Why Social Media for Libraries, Are we ready for Social Media, Types of Social Media

and their use in Libraries, Communication, Collaborative Content Building, Multimedia Sharing, Review & Opinion, Monitoring

(8 Hours)

4- Information Security issues in the Networked environment:

Information and Networked Environment, Information, Main controls aimed at protecting the C-I-A triad, Information Security Policy, Security and privacy issues associated with social networking sites

(8 Hours)

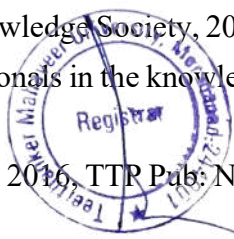
5- Social Media in a Knowledge Society:

Introduction, What is Social Media, Social Media 1, Library 2.0 and Librarian 2.0, Strategic implementation of Social Media,

(8 Hours)

Suggested Reading and Books:

- 1- Amit Kumar, New Horizons of Librarianship in Knowledge Society, 2017, TTP Pub: New Delhi
- 2- Dr. P. Hangsing, Role of Library and library Professionals in the knowledge Society, 2015, Aayu Pub: New Delhi
- 3- Pravakar Rath, Knowledge Society: LIS Perspective, 2016, TTP Pub: New Delhi



***Latest editions of books are recommended.**

**MLIS - Semester-I
ICT for Libraries**

Course Code: DMLIS102

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Develop proficiency in using Information and Communication Technologies tools and software relevant to library operations.
- 2- Learn to evaluate the effectiveness of ICT applications in libraries.
- 3- Develop skills in creating and managing digital content, including digitization projects, digital archives, and multimedia resources.

Block-Wise Course Contents:

1- Basics of ICT and functional Blocks of computers

Introduction, Generation of Computers, Classification of computers, Need and purpose of ICT in libraries, Summary.

(8 Hours)

2- Operating Systems: Concept and Basic Features

Introduction, Generations of Operating Systems, Features of Operating Systems, Basic Components of an operating system, Types of Operating Systems, Features of Operating Systems

(8 Hours)

3- Application Software: System Software and Service Software

Structure of the Module, Software: Definition, Understanding System Software, The Role of Systems Software, Types of System Software, Utility software categories.

(8 Hours)

4- Network Security: Core Concepts

Introduction, Network Authentication, Types of Network Attacks, Virus, Protection using UTM and Firewall, DMZ for hosting and IDS.

(8 Hours)

5- Open Source Library Software and Applications

Introduction, Open Source: Evaluation, Open Source Software, Open Source Library Software (Integrated Library Systems), Digital/Electronic Library Software's, Some important popular Library Management Applications, Summary



(8 Hours)

Suggested Reading and Books:

1- Priyanka Neogi and Bhanu Pratap, Application of ICT in Library and its impact on Library Services,

2022, Astral Pub: New Delhi

2- Akhtar Hussain, ICT Based Library and Information Services, 2013, Ess Ess Publications

3- Shalini M. Sakharkar, ICT Applications in Libraries, 2015 Swastik Pub: New Delhi.

4- Atul R Sidurkar, Application of ICT in Libraries and information Centres, 2023 DPS Pub House: New Delhi.

***Latest editions of books are recommended.**



MLIS - Semester-I

Management of Libraries and Information Centres and Knowledge Centers

Course Code: DMLIS103

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- After the completion of course students know about selection and acquisition of books.
- 2- Students know about classification schemes, cataloguing standards, and the evolution of machine-readable formats like AACR2R (2002).

Block-Wise Course Contents:

1- Concept, Definition and Scope of Library Management:

Introduction, Concept of Management, Management science or art, Management and administration, Definitions of management, Scope of Management, Functions of Management Managers, Levels of Management in Libraries, Qualities of an Effective Manager

(8 Hours)

2- Technical Processing:

Introduction, Need of technical processing, Steps, Library classification, Purpose of library classification, Notation, Call number, Schemes of library classification, Cataloguing, Genesis and evolution of cataloguing codes and rules, Machine readable formats, AACR2R(2002), Choice of access points

(8 Hours)

3- Principal of management and Application in Library and Information Centers Management:

Learning Outcome, Approaches to Management, Principles of Scientific Management, Characteristics of “Not- For-Profit” Organisations, Management of Libraries and Information Centers.

(8 Hours)

4- Organizational structure of the library:

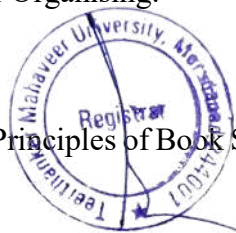
Learning Outcomes, Introduction, Meaning and Scope of Organising, Basic Forms of Organisational

Structures, Principles of Organising, Prerequisites for Organising.

(8 Hours)

5- Selection and Acquisition:

Learning Outcome, Introduction, Need and General Principles of Book Selection, Book Selection



Policy, Tools and Process, Acquisition Procedure and Issues, Selection and Acquisition of Electronic Resources.

(8 Hours)

Suggested Reading and Books:

- 1- Ms. Shivani Tyagi,,Mr. Sanjeev Thakur, Management Of Libraries And Information Centres, 2023, Astitva Prakashan
- 2- KHANNA (J K). Fundamentals of library organization. 1984. Ess Ess; New Delhi.
- 3- MITTAL (R L). Library administration: theory and practice. 1983. 5th ed. Metropolitan; New Delhi.
- 4- MOOKHERJEE (S K) and SENGUPTA (B). Library organization and library administration. 1972, World Press; Calcutta.

. *Latest editions of books are recommended.



MLIS - Semester-I
English Communication – I

Course Code: DMLISA101

L-1, T-0, P-2, C-2

OBJECTIVES:

- 1- Understanding the basics of English Communication.
- 2- Understanding the basic concepts of Functional Grammar
- 3- Preparing basic official written communication
- 4- Demonstrating effective speaking skills
- 5- Demonstrating comprehension in reading text

Block-Wise Course Contents:

1- Introductory Session:

Self – Introduction & Assessment, Basics of Communication Process, Everyday Expressions, commonly used Verbs.

(8 Hours)

2- Functional Grammar:

Parts of Speech, Verbs, Tense, Modals, Conjunctions, Subject Verb Agreement, Articles, Spotting Errors

(8 Hours)

3- Writing Skills:

Application & Formal Letter Writing, Email Writing, Note Taking & Note Making, Essay Writing.

(8 Hours)

4- Speaking Skills:

Intonation & Voice Dynamics, Art of Public Speaking, Common Conversation, Extempore.

(8 Hours)

5- Reading Skills:

Reading & Understanding, Reading Comprehensions, Solving Para Jumbles.

(8 Hours)

Suggested Reading and Books:

1. J.C. Nesfield, English Grammar Composition and Usage, 2019, Pub Macmillian Publishers: US
- 2- Sanjay Kumar & PushpLata,, Communication Skills 2018, Pub Oxford University Press: New Delhi.
- 3- Natalie Canavor, Business Writing for Dummies (3rd Edition), 2021, Pub Dummies: New Delhi

***Latest editions of books are recommended.**



MLIS - Semester-I
Indian Knowledge System

Course Code: DMLISG101
4

L-4, T-0, P-0, C-

OBJECTIVES:

- 1- Understanding Indian Civilization, Geography, Natural Resources & Culture.
- 2- Understanding Constitution of India.
- 3- Understanding & Applying the contribution of Bharatvarsha in Mathematics & other Sciences to the present age.
- 4- Understanding and applying ideals of Indian Philosophy in their life.
- 5- Understanding origin of Medicine & importance of Environment.

Block-Wise Course Contents:

1- Bharatvarsha – The Land of Civilization & Culture:

The Aryavart, Indus Valley Civilization, Harappa, Mohenjo-Daro, Fine Arts & Dance Forms, Varnashrama System, Education System, Occupations & Rituals.

Rich Geography: Mountains, Rivers, Deserts, Coast Line, Soil Types, Natural Resources, Minerals, Seasons & Weathers, Agriculture & Major crops.

(8 Hours)

2- Bharatvarsha – Constitution of India:

Drafting of Constitution, Drafting Committee, Articles & amendments, Fundamental duties, Fundamental Rights, Creation of States & Union Territories, Appointment of The President & Governor, Prime Minister & Chief Minister, Upper House & Lower House in Parliament, Appointment of Supreme Court Judges, High Court Chief Justice & Chief Justice of India.

(8 Hours)

3- Bharatvarsha – Land of Science, Mathematics, Astronomy & Astrology:

Vedic Mathematics, Contribution of Ancient Indian Mathematicians, Scientists & thinkers to the modern age of Science, Mysteries of Astronomy and Astrology as per ancient Indian literature.

(8 Hours)

4- Bharatvarsha- Vedas, Upnishads, Epics:

Indian Education System, Languages, Elementary idea of all 4 Vedas & Upanishads & their teachings, Schools of Vedic Philosophy.

(8 Hours)

5- Bharatvarsha – Health & Environment:



Health & Disease, description in Veda, Ayurveda- Charaka, Surgery- Susruta, Yoga- Patanjali. Importance of Environment & Message to Protect Environment as per Veda. Practice of CMS Like Word press, Joomla, Drupal and other to create and flexible websites.

(8 Hours)

Suggested Reading and Books:

- 1- Mahadevan, B., Rajat Bhai, Vinayak & Nagendra Pavana, R.N., “Introduction to Indian Knowledge System”.
- 2- Pole, Prashant, “Treasure Trove of Indian Knowledge”. Chauhan, Bhag Chand, “IKS The Knowledge System of Bharata” (A Textbook Based On NEP 2020 Guidelines).
- 3- Sen Gupta, Nirmal, “Traditional Knowledge in Modern India”.

***Latest editions of books are recommended.**



MLIS Semester-1
COMMUNICATION TOOLS IN DIGITAL ERA

Course Code: DBLISG101

L-2, T-0, P-0, C-2

OBJECTIVES:

- 1- Understanding communication methods, technologies and approaches in the digital age and need for digital empowerment.
- 2- Understanding the significance of security and privacy in the digital world.
- 3- Understanding cyber safety, security and ethical issues in the cyber world.
- 4- Analysing communication and collaboration in cyberspace using social platforms, teaching/learning tools.
- 5- Using ICT and digital services in daily life.

Block-wise Course Contents:

1- Digital Inclusion and Digital Empowerment:

Types of Digital Communication; Needs and Challenges; Vision of Digital India, Public utility portals of Govt. of India such as RTI, Health, Finance, Income Tax Filing, Education; Online Security and Privacy; Threats in the Digital World: Data breach and Cyber Attacks; Security Initiatives by the Govt of India.

(8 Hours)

2- Impact of Digital Communication:

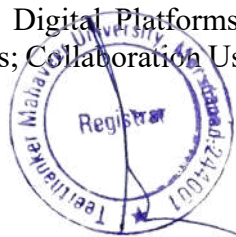
Business & Consumer Communication in the Digital Age; The Internet's Impact on Business Operations & Interactions; The Economic, Cultural and Political Impact of Digital Communication; Impact of Technology on Culture in the Global Age; Information Overload: Definition & Example; The Importance of Using Communication Technology.

(8 Hours)

3- Digital Communication Tools:

Digital Tools for Corporate Professionals; Web Technology; Mobile Communication; Microblogging; Social Networks; Electronic Communication: electronic mail (email); Using Social Media to Build Customer Relationships: LinkedIn, Twitter, Blogs, Podcasts and Wikis as Professional Communication Tools; Collaborative Digital Platforms; Tools/platforms for Online Learning; Writing tools; SEO Tools; Outreach Tools; Collaboration Using File Sharing, Messaging, Tele-Conferencing, Video Conferencing.

(8 Hours)



4- Modern Technology and Communication:

Globalization of Business; Role of Information Technology; Digital PR Strategies; Print Media; Radio & Recording; Television & Movies; Video Games; Online Story Writing; Using Animation and Special Effects; Digital Content Writing; Intellectual Property Rights; Paid & Unpaid Digital Contents (News, Advertisements, etc.); Writing for Twitter, Facebook and Blog, etc. & Tips, Tools, and Best Practices of Storytelling; Photo & Video Editing; Editing and Uploading Content on Web; Digital Innovations: Environmental, Organizational, Legal, Ethical and Security Issues.

5- Ethical Concerns in Digital Age:

(8 Hours)

Digital Media Regulation; Netiquettes; Ethics in Digital Communication; Ethics in Cyberspace; Understanding Fake News, Right to Privacy and Digital Surveillance; Issues of Anonymity; Cyber Bullying, Trolling, Stalking; Hacking v/s Ethical Hacking; Dark Web and the Challenges of Cyber Security; Communication using Robots & Artificial Intelligence; Digital Piracy, Plagiarism, and Issues of Copyright; Obscenity and Pornography: Issues of Representation of Women and Children.

(8

Hours)

Suggested Readings and Books:

1. Rodney Jones, Christoph A. Hafner. "Understanding Digital Literacies: A Practical Introduction". Routledge Books, 2nd Edition, 2021.

***Latest editions of books are recommended.**



MLIS - Semester-I
Special Library

Course Code: DBLISS101

L-2, T-0, P-0, C-2

OBJECTIVES:

- 1- Students learn about concept and structure of hybrid special libraries, integrating both physical and digital resources..
- 2- Students will utilize advanced information technologies and digital resources to enhance library services.
- 3- Develop and apply assessment tools to evaluate the effectiveness and impact of library services and programs.

Block-Wise Course Contents:

1- Special Library: Characteristics and Functions:

Introduction, Definition of Special library, Types of special libraries, Characteristics and features of a Special Library, Functions of a Special Library, Services in a Special Library, Special libraries as Knowledge Management centers

(8 Hours)

2- History and Development of Special Libraries:

Introduction, History and Development of special Libraries, Role of Special Library Associations, Meaning and Definition, Objectives Special libraries, Collection and Users of Special Libraries, Characteristics of Special Librarians, Types of Special Libraries, Development of Special Libraries.

(8 Hours)

3- Emergence of Hybrid Special Library:

Introduction, Types of Libraries, What is a special library, Development of Hybrid library and hybrid special library, Prerequisites of Hybrid Special library Design

(8 Hours)

4- Collection Development Policies and Procedures:

Introduction, Definitions, Characteristics of collection development policy, Collection development policy elements

(8 Hours)



5- Management of Technical Services:

Introduction, Acquisition Section and its Services in Special & Research Libraries, Functions of Technical Section, Impact of Information Technology on Technical Services

(8 Hours)

Suggested Reading and Books:

- 1- Ahrenfield, J.L. [et al]. (1981). Special Libraries: A Guide for Management. New York: Special Library Association.
- 2- Gates J.K. (1968). Introduction to Librarianship. New York: Mc-Graw-Hill.
- 3- Weisman, Herman M. (1972). Information Systems, Services and Centres. New York: BeckBr and Hayes..

***Latest editions of books are recommended.**



MLIS - Semester-I I
Social Science Information System

Course Code: DMLIS201

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Develop comprehensive knowledge of key social science information sources, including databases, journals, statistical data, and government publications.
- 2- Gain proficiency in using digital tools and technologies that support the discovery, management, and dissemination of social science information.

Block-Wise Course Contents:

1- Social Sciences: An Overview

What Is Social Sciences, Social Sciences: Second Half of the Twentieth Century, Social Sciences in India: Pre-Independence Era, Social Sciences In India: Post-Independence Era, Social Sciences in India: Institutional Frame Work, Social Sciences in India: Interdisciplinary Approach. Social Sciences: Identifying Disciplines

(8 Hours)

2- Information Sources in Social Sciences:

Introduction, Defining the Information Sources, Types of Information Sources, Variety of Information Sources, Journal Articles, International Databases and Data Services.

(8 Hours)

3- Books and Monographs:

Introduction, Social Science, Branches of social science, Social Sciences: Publishing Growth

(8 Hours)

4- Learned Periodicals and Scholarly Journals:

Introduction, what is a periodical, how to filter scholarly information, Journal Ranking Method, Importance of Periodical Collections in Libraries, Recent trends: Full Text Databases and Scholarly Publishing, Research Output.

(8 Hours)

5- Navigating Information Resources:

Introduction, General Periodicals, Brief Account of General Periodicals and Related Documents, Archives and Prominent Archiving Centers in India

(8 Hours)

Suggested Reading and Books:

- 1- Kumar Anil, Essential Role of Social Science Information System in Library Science, 2019, Ess
Ess Pub: New Delhi



2- Bansal, S.K. (2005). Information Technology and Globalization. New Delhi: A.P.H. Publishing Corporation.

***Latest editions of books are recommended.**



MLIS - Semester- I I
Media and Information Literacy

Course Code: DMLIS202

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- Students will learn to assess the credibility and reliability of various media and information sources.
- 2- Students will develop proficiency in searching, accessing, and organizing information from diverse media.

Block-Wise Course Contents:

1- Media and Information Literacy definition, need and purpose, Role of MIL in the society:

Introduction to Media and Information Literacy, Definition of Media and Information Literacy, Need and Purpose of Media and Information, Role of Media and Information Literacy in the society

(8 Hours)

2- Media and Information Literacy:

The rationale for media and information literacy policies and strategies, Why understanding of MIL as a composite concept is necessary, Benefits of MIL policies and strategies, Digital India, Developing strategies for MIL.

(8 Hours)

3- Right to Information (RTI):

Concept, Scope and Features, to discuss the importance and need of RTI in the society, To Envisage, Role of MIL in Cultural and Linguistic diversity, to envisage the scope, limitations and exclusions of RTI, to elucidate the role of Public authorities (PIO and APIO), To present a brief account of CIC, to explain the important clause/ sections of RTI Act, To explain the procedure for RTI Application

(8 Hours)

4- Data Literacy:

Definition, Importance and scope, Importance of Data Literacy, How to access data/ Finding data, How to create Visualisation/infographics on data.gov.in, Data Hub.

(8 Hours)

5- Media and Information Ethics:

Cyber laws and Ethics: Introduction, The Information Technology Act, 2000 and the 2008 Amendment, Cyber-crime, Ethics of the Cyber-space, Criticism of the Existing Legal Framework



Suggested Reading and Books:

- 1- Singh, Neenah (2001). Internet: Importance and usage for library and Information professionals, DESIDOC Bulletin of Information Technology, Vol., 21, No. 3, 17-28.
- 2- Foulonneau, M, Metadata for digital resources: implementation, systems design and interoperability, 2008, Oxford, Chandos
- 3- Rosemary Shafack, Information Literacy Education and the Role of Libraries, 2020, Notion Press
Media: Chennai



MLIS - Semester-I
Informetrics and Scientometrics

Course Code: DMLIS203

L-2, T-0, P-4, C-4

OBJECTIVES:

- 1- To understand the need and purpose of Information, Communication and Society.
- 2- To enable the students to know about the Information Society, Information Economics and Information Management.
- 3- To enable the students to know about the marketing of information product and services.

Block-Wise Course Contents:

1- Library Use Studies:

Brief literary review on Use Study: Library Use and Information Use Study, Use of Electronic Information Sources, Use Studies in a changing environment: Physical Environment Library Use Models, Information Use: The Meaning and definition, Differences in Information use

(8Hours)

2- Analysis of Circulation Data, Including the Quantitative Methods to Evaluate Collection:

Evaluation of Collection: Evaluation process, Evaluation Studies, Trueswell's 80:20 Rule, Examples of Collection Evaluation Studies, Standards of Library Statistics: International Federation of Library Associations and Institutions (IFLA), International Organisation for Standardization (ISO), National Information Standards Organisation Bureau of Indian Standards, American Library Association: Office for Research and Statistics

(8Hours)

3- Classical Law of Bibliometrics:

Bradford's Law of Scattering, Zips's Laws, Lotka's Law

(8Hours)

4- Bibliometrics in Assessing Productivity and Impact of Research:

Introduction, Bibliometric criteria for evaluating research productivity, Impact of Citation Analysis, Individual Productivity and Impact, Impact related authorship phenomena, The impact of research and Ranking of journals, Institutional Productivity and Impact

(8Hours)

5- Different Models to Explain the Phenomena of Growth and Obsolescence of Literature:

Different Models of Growth, Selecting a Trade Type, Obsolescence of Literature

(8Hours)

Suggested Reading and Books:

- 1- Sangam S.L, SCIENTOMETRICS: Quantitative Methods for Library and Information Science, 2015
- 2- Saxena, S.L., Pustakalaya Sangthan tatha Vyavasthapan, Bhopal: MP Hindi Granth Academy, 1988.



3- Khan, MTM, Information: Organization and communication, New-Delhi: ESS ESS Publication.



4- Khanna, J.K., Documentation and information: Services, system and techniques, Agra: Y.K. Publishers, 2000.

***Latest editions of books are recommended.**



MLIS - Semester-II
English Communication-II

Course Code: DMLIS204

L-1, T-0, P-2, C-2

OBJECTIVES:

- 1- Demonstrating comprehension in listening
- 2- Understand and improve vocabulary
- 3- Draft official written communication formats.
- 4- Demonstrate public speaking skills

Block-Wise Course Contents:

1- Listening Skills:

Active Listening, Talk Shows, Commentaries, Listening Comprehensions.

(8 Hours)

2- Functional Grammar & Vocabulary:

Root Words, Idioms & Phrases, Technical Jargons, Direct & Indirect Speech, Active

&

Passive Voice, Sentence Re-arrangement, Closet Test.

(8 Hours)

3- Writing Skills:

Proposal & Report Writing, Preparing Notice, Agenda & MOM, Verbal Analogies.

(8 Hours)

4- Communication Skills:

Power Point Presentations, Know Your Body Language, Role Plays, Picture Perception, Public Speaking 'Debate, Stage Handling, Oral Presentation'.

(8 Hours)

5- Verbal Ability:

One Word Substitutions, Jumbled Words, Sentence Improvement

(8 Hours)

Suggested Reading and Books:

- 1- English Grammar Composition and Usage by J.C. Nesfield, Macmillan Publishers.
- 2- Communication Skills by Sanjay Kumar & PushpLata, Oxford University Press.
- 3- Business Writing for Dummies (3rd Edition) by Natalie Canavor, For Dummies.
- 4- Reading and Listening Comprehension Skills by Michelle Osment, Curriculum Concepts.
- 5- Unveiling the Secrets of Verbal Ability by Abhishek Verma and Shweta Bajaj, Research India.

***Latest editions of books are recommended.**

PPR-Online Mode MLIS Programme Session 2024-2025

MLIS - Semester-II
Content management

Course Code: DMLISG201

L-4, T-0, P-0, C-4

OBJECTIVES:

- 1- To study the concept of content management.
- 2- To understand the characteristic of CMS.
- 3- To develop the skill for CMS.

Block-Wise Course Contents:

Block - 1

Introduction to Content Management system, Benefits, Principles, Architecture, system and Data integration in CMS.

(8 Hours)

Block - 2

Creating and Managing Web Page, Content on Web Page, Fundamental of Planning of Dynamics websites.

(8 Hours)

Block - 3

Overview of CMS, Dynamics and Flexible websites, Evolution of CMS.

(8 Hours)

Block - 4

Application of CMS, CMS and CommBlocky Information system, Document Management, Record management, Digital Assets management

(8 Hours)

Block - 5

Practice of CMS Like Word press, Joomla, Drupal and other to create and flexible websites

(8 Hours)

Suggested Reading and Books:

- 1- CHOWDHURY (G G) and CHOWDHURY(SUDATTA) . Introduction to Digital Libraries. 2003
LESK(Michael). Understanding Digital Libraries.2004.
- 2- WITTEN(Ian H.), BAINBRIDGE(David) and NICHOLS(David M.) . How to Build a DigitalLibrary 2010.
- 3- <https://www.wordpress.com/>
- 4- <https://www.joomla.org>

***Latest editions of books are recommended.**



MLIS Semester-II
Human Values & Ethics

Course Code: DMLISG202

L- 2, T-0, P-0, C- 2

Objectives

- 1- Understanding Meaning of Values and Applying to Their Life.
- 2- Understanding Indian Value System.
- 3- Understanding The Structure and Importance of Family and Applying This Knowledge to Stay in Harmony.
- 4- Understanding Work Ethics & Professionalism.
- 5- Understanding Professional Ethics.

Block-wise Course Contents:

1- Introduction To Human Values:

Definition, Sources Of Value System, Types Of Values, Professional Values: Integrity, Work Ethics, Mutual Respect, Cooperation, Commitment, Hard Work, Emotional Intelligence, Self Confidence, Empathy & Spirituality, Need Of Value Education In Present Scenario.

(6 Hours)

2- Indian Value System:

Teachings From Indian Scriptures Like, Mahabharat, Bhagvad Gita, Ramayana, Teachings Of Various Religions/ Ideologies – Hinduism, Islam, Christianity, Buddhism, Jainism & Sikhism, Application Of These Teachings In Daily Life.

(6 Hours)

3- Harmony In The Family & Society:

Understanding Family as the Basic Block of Society, Structure of Family, Human - Human Relationship, Factors Leading to Harmony, (Nyaya, Ubhaytripti, Trust, Respect, Freedom, Positive Thinking & Equality), Levels of Harmony.

(6 Hours)

4- Work Ethics:

Need & Importance Of Work Ethics, Nature Of Ethics, Ethics & Morality, Code Of Conduct, Ethical

Dilemmas- Source & Their Resolution, Ethical Decision Making, Ethical And Unethical Practices Around Us.

(6 Hours)

5- Professional Ethics:



Professionalism, Profession Specific Ethics, Advantages of Ethical Professionalism, Promoting Ethical Behaviour in Employees, Case Study: Vishakhapatnam Gas Leak, Collapse Of Morbi Suspension Bridge, Unethical Practices & Degradation Of Environment (Terminology And Ethics As Per The Particular Profession, Medical, Nursing, Technical, Cyber, Agriculture, Management, Law, Fine Arts, Teaching & Sports).

(6 Hours)

Suggested Readings and Books:

- 1- Human Values – Prof. A. N. Tripathi, New Age International, 2009.
- 2- R.S. Nagrajan, A Textbook On Professional Ethics & Human Values, New Age International Publisher.



MLIS - Semester-II
Public Library

Course Code: DBLISS201

L-2, T-0, P-0, C-2

1- Public Library: Concept, Characteristics

Introduction: Public Library: Definition, Missions of the Public Library, Characteristics of Public Libraries, Modern concept of Public Libraries

(8 Hours)

2- Types of Library Services:

Introduction, Public Library Services: Anticipatory Services

(8 Hours)

3- Functions of Public Library:

Introduction: Functions of Public Library: Self Education Centre, Centre for Life Long Learning, Community Information Centre, Recreation Centre, Cultural Centre for Society, Centre to Support Economic Development, Centre for Community Skills Development, Centre for Strengthening Democratic Spirit.

(8 Hours)

4- National Library Policy:

Introduction, National Information Policy, National Policy Initiative In India, Government Initiatives.

(8 Hours)

5- Major Public Libraries of in other Cities of India:

Central Library, Baroda, Salient Features Of The Central Library (Baroda), Connemara Public Library, Chennai, Khuda Bakhsh Oriental Public Library, Takeover By The Government Of India, Rampur Raza Library, Kottayam Public Library.

(8 Hours)

Suggested Reading and Books:

1- Verma, I.N., & Agarawal, U.K., ed. Public Library Services in India. Udaipur: Himanshu, 1994.

2- Sathi Kumar, C.S. "Public Library Development in India." in Public Library Development, edited

by Raman Nair, R. New Delhi: ESS ESS, 1993.

3- Thomas, V.K. (1997). Public Libraries in India: Development & Finance. New Delhi: Vikas.

***Latest editions of books are recommended.**





<u>Study Scheme</u>	
<u>SUMMARY</u>	
Institute Name	Centre for Distance and Online Education, TMU, Delhi Road, Moradabad
Programme	MLIS
Duration	One Years (Online Mode) (Two Semesters)
Medium	English/Hindi
<u>Credits</u>	
Minimum Credits Required for Degree	54
Eligibility for the program	An individual should have a pass in BLISc from any university approved by University Grants Commission..



5.4 Faculty and support staff requirement

Academic Staff	Number of Faculty Member
Programme Coordinator	1 Member
Course Coordinator	1 Member
Course Mentor	1 Member per batch of 250 students

5.5 Instructional delivery mechanisms:

The Centre for Distance and Online Education, TMU comprises of faculty members and staff who are well versed in Online Education and Online delivery.

An Academic calendar depicting dates for all major events during each semester will be prepared by faculty members and shared with students through LMS, at the beginning of each academic session.

Apart from providing content in the form of Self Learning Material, enough e-learning resources in the form of audio and video content will be provided to students. Regular engagement of students will be ensured through the following means:

- Conduct of Webinars/live lectures/online lectures/Virtual Class.
 - By encouraging them to participate in mandatory Discussion Forums to stimulate their thinking, and to be able to fearlessly express their views in forums. These discussion forums will be moderated by faculty to provide equal opportunity for everyone to participate, as well as to ensure maintenance of decorum of the forum.
 - Through periodic formative assessments.
2. Regular evaluation of content learnt will be provided for, through Self-Assessment Questions within the SLM, as well as quizzes on the LMS. The quizzes can be taken any number of times, so that they reach a stage of being able to answer questions without errors, which is a reflection of their understanding of the concept.
 3. Effort will be made to provide case studies to enhance their analytical ability and make right decisions.
 4. Link to National Portals (SWAYAM/NPTEL) will be provided, as also link to University's digital library portal.



5. All links to additional reading will be provided in the LMS. Interested students can study beyond the confines of the syllabus.

5.6 Identification of media—print, audio or video, online, computer aided:

LMS provides for all audio video content (e-learning material, e-pubs, faculty-led video sessions, virtual classrooms and discussion boards), dashboard of their progress in learning, comparison with their peers in terms of learning, regular notifications regarding upcoming Webinars/virtual classes, Assignments, Discussion Forum participations and Examinations. It also provides an opportunity for raising queries if any, and seek answers to the same, by chat bot or course mentors.

5.7 Student Support Services:

The Student Support services will be facilitated by the Centre for Distance and Online Education, Teerthanker Mahaveer University, Moradabad, Uttar Pradesh which includes the pre-admission student support services like counseling about the programme including curriculum design, mode of delivery, fee structure and evaluation methods. Post-admission student support services include guiding students towards accessing e-identity card, LMS portal, Academic calendar and academic delivery. Examinations support staff shall answer queries pertaining to conduct of end-semester examinations, evaluation and issue of certificates.

6. Procedure for Admission, Curriculum Transaction and Evaluation:

The purpose of Centre for Distance and Online Education by Teerthanker Mahaveer University, Moradabad, Uttar Pradesh is to provide flexible learning opportunities to students to attain qualification, wherever learners are not able to attend the regular classroom teaching. Academic programmes offered for such candidates under Online and Online Learning mode will be conducted by Centre for Distance and Online Education- Teerthanker Mahaveer University, Moradabad, Uttar Pradesh with support of the various University schools. The programmes/courses may be termed Online Mode for award of Degree. Eligibility criteria, programme/course structure, curriculum, evaluation criteria and duration of programme shall be approved by Board of Studies and Academic Council which are based on UGC guidelines.

Candidates seeking admissions in any programme offered by Centre for Distance and Online Education- Teerthanker Mahaveer University, Moradabad, Uttar Pradesh shall fill up Online and Online application form available on CDOE- TMU website. Before applying, candidates must check eligibility criteria for programme that they are interested in. Details about Eligibility criteria, programme structure, curriculum, duration, and fee structure are available on the website.

6.1. Procedure for Admission:

An individual should have a pass in BLISc from any university approved by University Grants Commission.

Important Instructions:



All admissions shall be provisional until and unless candidates meet the eligibility criteria.

Admission will stand cancelled if a candidate does not meet eligibility criteria, or there is failure to pay programme/course fees.

Admission will stand cancelled, if candidate does not submit proof of eligibility within stipulated time given by Centre for Distance and Online Education- Teerthanker Mahaveer University, Moradabad, Uttar Pradesh.

Centre for Distance and Online Education - Teerthanker Mahaveer University, Moradabad, Uttar Pradesh has the right to make necessary changes from time to time as deemed fit in Eligibility criteria, programme/course structure, curriculum, duration, fee structure and programme announcement dates. All changes will be notified on website.

Candidates should carefully read all instructions given in Programme prospectus before start of application form.

Fee Structure and Financial assistance policy:

Suggested Fee for MLIS programme is INR 5400/- per annum

A scholarship as per Teerthanker Mahaveer University norm on tuition fees will be provided to eligible students.

6.2. Curriculum Transactions:

Programme Delivery:

Teerthanker Mahaveer University, Moradabad, Uttar Pradesh has state-of-the-art mechanism for Online and Online mode of academic delivery to ensure quality education. Faculty members at TMU offer expert guidance and support for holistic development of the students. Faculty members are not mere facilitators of knowledge but they also mentor students to make learning more engaging and maintain high retention level. The programme will be delivered with an aim to provide expertise and ensure that students excel in their domains. The features of programme delivery are:

- Online and Online Mode of Academic Delivery.
- Periodic review of Curriculum and Study material.
- Live Interactive lectures from faculty / Course coordinators.
- Continuous Academic and Technical support.
- Guidance from Course Coordinators.
- Learning and delivery support from Course Mentors.



S. No.	Credit value of the course	No. of Weeks	No. of Interactive Sessions		Hours of Study Material		Self- Study hours including Assessment etc.	Total Hours of Study (based on 30 hours per credit)
			Synchronous Online Counseling /Webinars/ Interactive Live Lectures (1 hour per week)	Discussion Forum/ a synchronous Mentoring (2 hours per week)	e-Tutorial in hours	e-Content hours		
1	1 Credits	3 weeks	3 hours	6 hours	5	5	11	30
2	2 Credits	6 weeks	6 hours	12 hours	10	10	22	60
3	3 Credits	9 weeks	9 hours	18 hours	15	15	33	90
4	4 Credits	12 weeks	12 hours	24 hours	20	20	44	120
5	6 Credits	18 weeks	18 hours	36 hours	30	30	66	180

Learning Management System (LMS) to support Online and Online mode of Course delivery:

LMS Platform has been built to help learners reach their potential in their chosen programme. It is a secure, reliable learning experience tool that works consistently on Web and Mobile devices. Its simple interface makes it easy for instructors to design courses, create content and grade assignments. It provides a great mobile experience due to the responsive design which is paired with purpose-built native apps. It provides seamless accessibility to ensure all tools are standards-compliant and easy for students to navigate using assistive technologies. It provides 24 X7 learning experience to facilitate learning as per the pace chosen by learners. Digital portfolio functionality allows students to document and share their learning journey as it happens, on both web and mobile platforms.



6.3. Evaluation Scheme:

Evaluation Scheme:					
Assessment			Internal	External	Total
Theory			30	70	100
Practical/ Dissertations/ Project Reports			50	50	100
Class Test-1	Class Test-2	Class Test-3	Assignment(s)	Attendance	Total
Best two out of three					
10	10	10	5	5	30
Duration of Examination			External	Internal	
			3 Hours	1.5 Hours	
To qualify the course a student is required to secure a minimum of 35% marks in aggregate including the semester end examination and teachers continuous evaluation. (i.e. both internal and external).A candidate.					
who secures less than 35% of marks in a course shall be deemed to have failed in that course.					

Question Paper Structure

1	The question paper shall have two section – Section A and Section B . The examiner shall set questions specific to respective sections. Section wise details are as under mentioned.
2	Section A: It shall consist of short answer type questions (approx. 50 words). This section will essentially assess CO's related to lower order thinking skills (Remembering & Understanding) . It will contain five questions with atleast one question from each Block with internal choice having "or" option with optional question from the same Block. Each question shall have equal weightage of two marks and total weightage of this section shall be ten marks .

3	<p>Section B shall comprise of Long answer type questions (approx. 350 – 400 words). This section shall specify the higher order thinking as well as lower order thinking skills (Analyzing, Applying, Evaluating & Creating or Remembering & Understanding) to be assessed and mapped with the course outcomes stated. It shall contain five questions with at least one question from each Block with an internal choice having “or” option with optional question from the same Block. Each question shall have equal weightage of twelve marks and total weightage of twelve marks and total weightage of this section shall be sixty marks.</p>
4	<p>Note: In case where the course content does not have the scope of assessing higher order thinking skills, questions may be framed to assess the lower order thinking skills as per the course outcomes stated.</p>
<p>IMPORTANT NOTES:</p>	
1	<p>The purpose of examination will be to assess the Course Outcomes (CO) that will ultimately lead to assessment of attainment of Program Specific Outcomes (PSO). A question paper must assess the following aspects of learning: Remembering, Understanding, Applying, Analyzing, and Evaluating & Creating (reference to Bloom’s Taxonomy).</p>
2	<p>Case Study is essential in every question paper (wherever it is being taught as a part of pedagogy) for evaluating higher-order learning. Not all the courses might have case teaching method used as pedagogy.</p>
3	<p>There shall be continuous evaluation of the student and there will be a provision of fortnight progress report.</p>

7. Requirement of the Laboratory Support and Library Resources:

Laboratory Support:

For practical base courses, practical sessions are conducted in face to face mode (which is a compulsory component) in laboratories at learner support centers well equipped with such facilities.

Library Resources:

Centre for Distance and Online Education, Teerthanker Mahaveer University, Moradabad, Uttar Pradesh has excellent Library facility with adequate number of copies of books in relevant titles for MLIS programme. The Central Library of University is also having good source of reference books. The books available at both the libraries are only for reference purpose and lending services. In addition, reference books as prescribed will be procured. The Digital Library access will also be made available to students who are enrolled into Online Mode education. In addition, the university membership on Swayam/ NPTEL/ edX will also be made available to students. Complete e-Learning resources to course would be made available on Learning Management System for learning along with e-tutorial lectures. Further, expert lectures/workshops/webinars by industry experts would also

be conducted for the students.

8. Cost Estimate of the Programme and the Provisions:

Sl. No.	Expenditure Heads	Approx. Amount
1	Programme Development (Single Time Investment)	1,00,00,000 INR
2	Programme Delivery (Per Year)	12,00,000 INR
3	Programme Maintenance (Per Year)	50,00,000 INR

Quality assurance mechanism and expected programme outcomes:

The quality of the programme depends on scientific construction of the curriculum, strong- enough syllabi, sincere efforts leading to skillful execution of the course of the study. The ultimate achievement of MLIS programme of study may reflect the gaining of knowledge and skill in the field of library science. Gaining of knowledge and skills in library science may help the students to get new job, upgrading their position not only in employment, but also in the society.

The benchmark qualities of the programme may be reviewed based on the performance of students in their end semester examinations. Also, the feedback from the alumni, students, parents and employers will be received and analyzed for further improvement of the quality of the programme.

Teerthanker Mahaveer University has constituted Centre for Internal Quality Assurance (CIQA), which will assist Director, Centre for Distance and Online Education to conduct periodic review and assessments and assist the Directorate to implement necessary quality measures and effectiveness in programme delivery. CIQA is constantly involved in reviewing all materials prepared by DOE, including syllabus, SLMs and e-learning content. CIQA will be involved in conducting studies to measure effectiveness of methods adopted for learning. As we proceed further, CIQA will involve in benchmarking quality of academic delivery, and perform various analyses, and guide all stakeholders towards upgrading quality constantly.

Centre for Internal Quality Assurance (CIQA) chaired by the Vice Chancellor consisting of internal and external experts oversees the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes.



The guidelines on quality monitoring mechanism prescribed by the UGC have been adopted by the Centre for Internal Quality Assurance for conducting institutional quality audits, to promote quality assurance and enhance as well as spread best-in-class practices of quality assurance. University has setup an effective system for collecting feedback from the stakeholders regularly to improve its programmes. The University will conduct self- assessments regularly and use the results to improve its systems, processes etc. and finally quality of programmes.

