

MAHARISHI MAHESH YOGI VEDIC VISHWA VIDYALAYA

DIRECTORATE OF DISTANCE EDUCATION

SCHEME FOR MASTER OF LIBRARY & INFORMATION SCIENCE

(MLIS)

THIS IS A ONE YEAR PROGRAMME LEADING TO MASTER OF LIBRARY & INFORMATION SCIENCE

S. No.	Paper Code	Paper No.	Paper Name	Max. Marks			
				Theory	Practical	Assignment	Total
1.	1DMLIS1	I	Maharishi Vedic Science - II	70	-	30	100
2.	1DMLIS2	II	Information Communication and Society	70	-	30	100
3.	1DMLIS3	III	Information Sources, System and Programmes	70	-	30	100
4.	1DMLIS4	IV	Information Processing and Retrieval	70	-	30	100
5.	1DMLIS5	V	Information Institutions Products and Services	70	-	30	100
6.	1DMLIS6	VI	Management of Library and information Centre	70	-	30	100
7.	1DMLIS7	VII	Fundamentals of Information Communication Technologies	70	-	30	100
Optional Papers (Any One From Following)							
8.	1DMLIS8	VIII	Research Methodology	70	-	30	100
OR							
9.	1DMLIS9	IX	Academic Library System	70	-	30	100
Compulsory Paper							
10	1DMLIS10	X	Project/Report	-	-	-	100

MAHARISHI VEDIC SCIENCE –II

UNIT – I

Name of 21-40 areas of Vedic Science & their expression in Human Physiology and detail with diagram.
Consciousness, types of consciousness, characteristics of higher stages of consciousness.

UNIT – II

Introduction to Maharishi Gandharva Veda
Introduction to Maharishi Sthapatya Ved

UNIT – III

Introduction to Maharishi Vedic Management
Fundamental Elements of Vedic Management:- Totality
Ideal Management in Indian Society (Ashram Vavstha :Cast, Religious)
Management Science and Art.

UNIT – IV

Maharishi Absolute theory of Defence.
Maharishi Absolute theory of Development.
Maharishi Absolute theory of Information.

UNIT – V

Maharishi's Swasthya Vidhan.
Scientific Research based on T.M. & T.M. Sidhi Programme.

Suggested Readings:

Maharishi Sandesh -1 and 2 , II-His Holiness Maharishi Mahesh YogiJee
Scientific Yoga Ashanas –Dr.Satpal.
Chetna Vigyan His Holiness Maharishi YogiJee.
Dhyan Shailly by Brahmchari Dr. Girish Ji

INFORMATION, COMMUNICATION AND SOCIETY

UNIT- I Information: Nature, Property and Scope

Comparative Study of Data, Information and Knowledge. Data: Definition, Types, Nature, Properties and Scope. Information: Definition, Types, Nature, Properties and Scope.

UNIT- II Information Generation and Communication

Communication Process and Media. Generation of Information: Models and Forms. Information Theory. Information Diffusion Process.

UNIT- III Knowledge Generation Cycle-I

Structure and Development of Knowledge. Social Epistemology of Knowledge. Mode of formation of subject.

UNIT- IV Knowledge Generation Cycle-II

Knowledge Generation to Utilization. Knowledge and Societal Survival. Learning Process and Theories.

UNIT- V Information and Society

Social Implications of Information. Information as an Economic Resource. Information Policies: National and International Information Society.

INFORMATION SOURCES, SYSTEMS AND PROGRAMMES

UNIT – I Multimedia

Physical Medium of Information. Print Media, Multimedia (Hypermedia) and Hypertext. Non-print Media: Microform, Electronic and Optical Media.

UNIT – II Information Sources, Systems and Programmes: Subject wise Organisation -I
Humanities. Social Sciences. Science and Technology.

UNIT – III Information Sources, Systems and Programmes: Subject wise Organisation -II

Non-Disciplinary Subjects. International organizations. MEDLES, MARC, AGGRIS, UNESCO, UNISIST.

UNIT - IV Information Sources of Users

Content Analysis and its Correlation to Clientele. Customized Organisation of Information Sources. Citation Analysis of Information Sources and their Use.

UNIT - V Information Experts as resource Persons

Library and information Personnel. Science and Technology Information Intermediaries. Database Designers and Managers. Media Personnel as Source of Information.

INFORMATION PROCESSING AND RETRIEVAL

UNIT – I: Intellectual Organisation of Information

Intellectual Organisation of Information: An Overview. Classification Systems 1: General Systems.

Classification Systems 1: Special Systems, CC,DDC,UDC. Thesaurus: Its Structure and Functions.

UNIT – II: Bibliographic Description and Subject Indexing

Bibliographic Description: An Overview. Standards for Bibliographic Record Format. Bibliographic Description of Non-Print Media. Indexing Process and Models. POPSI, PRECIS , KWIC and KWOC.AACR-II and CCC.

UNIT – III: Information Storage and Retrieval Systems- I

Objectives of ISAR Systems. ISAR Systems: Operation and Design

UNIT – IV: Information Storage and Retrieval Systems- II

Compatibility of ISAR Systems. Evaluation of ISAR Systems.

UNIT - V: Information Retrieval

Information Retrieval Process. The Process of Searching. Search Strategies and Heuristics. Common Command Languages and Multiple Database Searching.

INFORMATION INSTITUTIONS, PRODUCTS AND SERVICES

UNIT - I Information Institutions

Information Institutions: Evolution and Growth. Information Centres: Type and their Organisation. Data Centres and Referral Centres. Information Analysis and Consolidation Centres.

UNIT - II Information Services

Literature Searches and Bibliographies. Technical Enquiry Service. Document Delivery Service. Translation Service.

UNIT - III Information Products

Information Newsletters, House Bulletins, In-house Communications. Trade and Product Bulletins. State-the-Art Reports and Trend Reports. Technical Digests.

UNIT – IV Database Support Services - I

Databases: Types and Uses. Database Intermediaries such as Searchers, Editors, etc.

UNIT – V Database Support Services - II

Online Information Systems and Information Networks. International Standards for Database Design and Development.

MANAGEMENT OF LIBRARY AND INFORMATION CENTRES

UNIT – I: Management Perspectives

Principles of Management. Management Functions. Managerial Quality and Leadership. Schools of Management Thought

UNIT- II: Systems Analysis and Control

Systems Analysis and Design. Work Flow and Organisation Routines. Monitoring Techniques. Evaluation Techniques.

UNIT - III: Personnel Management

Overview of Personnel Management. Manpower Planning. HRD – Quality Improvement Programmes.

UNIT - IV: Financial Management

Budgeting and Types. Budgetary Control System. Costing Techniques. Cost Analysis.

UNIT- V: Marketing of Information Products and Services

Information as a Marketable Commodity. Pricing of Information Products and Services. Marketing Strategies.

Fundamentals of Information Communication Technologies

UNIT – I

Computer Technology: Architecture and Technology. Software. Programming. Library Automation.

UNIT – II

Communication Technology: Fundamentals of Communication Technology. Networks and Networking.

UNIT – III

Data Networks. Convergence Technology and Applications. Internet and E-mail.

UNIT – IV

Media and Publishing Technology: Print and Non-Print Media. Publishing and Printing Technology. E-Publishing and Networking Publishing. Reprography and Micrography. Digital Library.

UNIT – IV

Resource Sharing Networks: Library and Information Networks. Bibliographic Utility Networks. Library and Information Networks in India. Library Science in the Light of Maharishi Mahesh Yogi's Total Knowledge.

RESEARCH METHODOLOGY

UNIT - I: Introduction to Research Methodology

Meaning of Research. Research Problems and Process of Research. Sampling and Definition of Universe.

UNIT - II: Design of Research - I

Definition and Types of Research Design. Observation, Descriptive, Diagnostic, Exploratory and Experimental Formulations. Survey Analysis, Content Analysis, Sociometric Technique.

UNIT - III: Design of Research - II

Constructive Typology, Projective Techniques and Statistical Study. Case Study and Evaluation Studies.

UNIT - IV: Testing of Hypothesis - I

Definition and Delimiting of Problem. Measures of Central Tendency, Measures of Association, Co-relation Co-efficient, other contingencies. Regression Analysis and Time Series Analysis.

UNIT - V: Testing of Hypothesis - II

Analysis and Inference. Report Writing: Organisation of Report, Table Presentation and Reporting Format, Graphics in Report Presentation.

ACADEMIC LIBRARY SYSTEM

UNIT - I: Academic Library

Role of Academic Library in Education. Academic Library as a Support System for Education.

UNIT - II: Development of Academic Library

Role of UGC in Promoting Academic Libraries, University, College and other Institutions. Role of Library Authorities of the Institutions in Promoting Library Resources. Development of Library Services. Financial Management of Academic Libraries.

UNIT - III: Collection Development

Collection Development Policy, Weeding Policy. Problems in Collection Organisation in an Academic Library. Collection Development Programmes, Allocation of Funds to Collection-Procurement, Curriculum and Collection, Development. Library Committees and their Role in Collection Development

UNIT - IV: Staffing and Staff Development for Academic Library

Norms and Patterns for Staffing University, College and School Libraries. Continuing Education Programmes for Academic Library Development. Personnel Management in Academic Library.

UNIT - V: Resource Sharing Programmes

Resource Sharing Service – Its Objectives, Organisation and Development. INFLIBENT and its Implications to Library Resource Sharing. Regional and City Network of Libraries and their Importance.

PROJECT/ REPORT

1. Pertaining to availability of literature in different types of library. i.e. University, College, School and S/D Library.
2. Bibliography of literature available in library with special reference to type of library.
3. List of books with classification No.s availability in particular library i.e. Literature Survey.
4. Books of particular subjects available in a particular library with history of library.
5. Budgeting system and Methods used by different libraries.
6. All about visited and Reported Library.

Topic Decided by Guide