

# **MANONMANIAM SUNDARANAR UNIVERSITY**

Accredited with 'A+' Grade (CGPA: 3.46 Out of 4.0) by NAAC (4<sup>th</sup> Cycle)

Tirunelveli– 627 012, Tamilnadu, India

## **CENTRE FOR DISTANCE AND ONLINE EDUCATION**



## **PROGRAMME PROJECT REPORT**

**M.L.I.Sc**

**REGULATIONS AND SYLLABUS**  
**[From the academic year 2026-2027 onwards]**

**Credit Based System**

**PROGRAMME PROJECT REPORT**  
**Master of Library and Information Science**  
*Credit Based System (CBS)*

**M.Lib.I.Sc. – Programme Mission and Objectives - Manonmaniam Sundaranar University**

- ❖ To create awareness about the role of the knowledge society in social and economic development.
- ❖ To develop professional skills in Library and Information Science and knowledge management.
- ❖ To provide understanding of information processing, organization, retrieval, and dissemination techniques.
- ❖ To train students in planning, management, and marketing of library and information systems.
- ❖ To enhance competency in Information Technology applications, digital libraries, networks, and communication systems.
- ❖ To familiarize students with various information sources and user-oriented information services.
- ❖ To develop advanced skills in research methods and information management practices.
- ❖ To promote professionalism and prepare learners for the modern information environment.
- ❖ To support inclusive education through academic assistance for rural and disadvantaged learners.

**Relevance of the Programme with HEI's Mission and Goals**

The M.Lib.I.Sc. programme aligns with the vision of the University in achieving excellence in education, pedagogy, research, administration, extension, and learning.

The programme supports the mission of providing quality higher education and developing intellectually competent professionals who contribute to educational, social, technological, environmental, and economic development.

**Nature of Prospective Target Group of Learners**

Candidates possessing a M.L.I.Sc. degree or an equivalent qualification from a recognized university are eligible for admission to the M.Lib.I.Sc. programme.

The programme is suitable for:

- Library and information professionals

- Teachers and academic staff
- Research aspirants
- Employees of educational institutions
- Women and working professionals seeking higher qualifications and career advancement

### **Appropriateness of the Programme in Open and Distance Learning Mode**

The M.Lib.I.Sc. programme offered through Open and Distance Learning (ODL) mode enables learners to acquire advanced knowledge and professional competencies in Library and Information Science.

The programme:

- Provides knowledge of modern library systems and information services.
- Develops skills in information dissemination, organization, and management.
- Enhances expertise in IT applications, digital resources, and communication networks.
- Trains students in planning and administration of libraries and information centers.
- Prepares learners for professional practice in the contemporary information and knowledge society.

<b>Semester - I</b>									
Core I		Knowledge Management	4	4	25	75	100	38	50
Core II		User studies and Informetrics	4	4	25	75	100	38	50
Core III		Advanced Knowledge Organisation -I (Classification Theory)	4	4	25	75	100	38	50
Core IV		Internship Part II (Vacation)	2	2	50	50	100	38	50
Core Practical		Advanced Knowledge Organisation -I (Classification Practical)	2	2	50	50	100	38	50
Elective I		Optional Paper : Information Literacy application in LIS ( or ) Web based Information Resources	2	3	25	75	100	38	50
		<b>Total</b>	<b>22</b>	<b>21</b>					
<b>Semester - II</b>									
Core I		Marketing of Library sources and services	4	4	25	75	100	38	50
Core II		Research Methodology	4	4	25	75	100	38	50
Core III		Advanced Knowledge Organisation - II (Cataloguing Theory)	4	4	25	75	100	38	50
Core IV		Project	4	4	50	50	100	38	50
Core Practical		Advanced Knowledge Organisation -II (Cataloguing Practical)	4	2	50	50	100	38	50
Elective I		Optional Paper: Web Technologies (or) Digital Libraries	2	3	25	75	100	38	50
		<b>Total</b>	<b>20</b>	<b>21</b>					

### **Paper I - Core**

**Paper Code:**

**Title of the Paper: Knowledge Management**

**Preamble:**

**L T P C**

1. To familiarize students with basic concepts of information and its communication in society.
2. To learn advanced information processing techniques and develop capability in retrieving information by applying different search techniques.
3. To acquaint students with the activities and services of different information systems and introduce the repackaging and consolidation techniques.
4. To introduce the different methods and techniques of research.
5. To identify and learn the major issues in the development of new technology in the libraries.
6. To develop skills in using computer and communication technology; and
7. To introduce modern management techniques to students to manage Libraries and Information Centres effectively.

**Unit 1 – Knowledge Economy**

Features, characteristics, complex nature of knowledge, taxonomy of knowledge; Need for Knowledge Management. (14L)

**Unit 2 -Knowledge Management**

Basics, Meaning and definition of KM; Types of knowledge; KM Systems; Knowledge creation and knowledge architecture – Nonaka's model (11L)

**Unit 3 – Knowledge Management-Strategies**

Capturing tacit knowledge – methods; Knowledge codification – tools and procedures Knowledge Mapping; Knowledge testing; Knowledge transfer (12L)

**Unit 4 – Knowledge Management System**

Tools and Portals, Data visualization; (13L)

**Unit 5 Data mining;**

Managing knowledge workers. Knowledge - Management in Library and Information Centers. (10L)

Total – 60L

**REFERENCES**

Bultrini, Leda., McCallum, Sally., Newman, Wilda and Sempéré, Julien (2016). Knowledge Management in Libraries and Organizations.. IFLA Publications

Bhaskar Mukherjee and Mohammad Nazim (2016). Knowledge Management in Libraries: Concepts, Approaches and Tools. Chandos Publishing

Dalkir, Kimiz& Liebowitz, Jay (2015). Knowledge Management Theory & Practice. MIT Press

Easterby-Smith, Mark & Lyles, Marjorie A. (2016). Handbook of organizational learning and knowledge management. Wiley

Liebowitz, Jay (2014). Knowledge Management Handbook: Collaboration and Social Networking. Taylor and Francis.

Mohammad Nazim and Bhaskar Mukherjee (2016) Knowledge Management in Libraries Concepts, Tools and Approaches. Elsevier Ltd.

## **Paper II - Core**

### **Paper Code:**

### **Title of the Paper: User studies and Informetrics**

#### **Unit-I**

User studies concept and Categories – Aims and objectives – Importance of user studies – Need for conducting user studies. Major user studies conducted in India (14L)

#### **Unit – II**

University and college library user behaviour – evolving a theory of user behaviour – Characteristics - patterns of user behaviour users and their influencing factors – Limitations in behavioural research in librarianship - User needs and user education: concepts – Aims and objectives – planning of user education – problems of user studies and user education. (11L)

#### **Unit -III**

Evolution of the concept of Infometrics -Librametrics, Bliometrics, Scientometrics - Theory and Laws - Zipf's law, Lotka's Law, Bradford's Law. Price Theory and Circulation theory. (12L)

#### **Unit – IV**

Quantitative and Qualitative techniques: Types, Multidimensional scaling, Cluster analysis, Correspondence analysis, Coword analysis and, media and audience analysis, SPSS.11.0 version (13L)

#### **Unit –V**

Citation Analysis; Definition, Theory of citing, different forms of citations, Age of citation – citation counts, Self -citation - Application of Quantitative and Qualitative tools and techniques in LIS Research (10L)

#### **References:**

Devarajan. User Studies. Allied Publishers, New Delhi, 2017

Garfield (E) : Citation Indexing,

Kumar, PSG. Library and Users: Theory and Practice. BR Publications, New Delhi, 2014

RavichandraRao(2016): Quantitative Methods in Library and Information Science. Delhi: Wiley Eastern, 2016

Ravichandra Rao (IU) : Informatics, 2015.

Sridhar, MS. Library Use and User Research. Concept Publishing Co., New Delhi

**Paper III - Core**

**Paper Code**

**Title of the Paper: Advance Knowledge Organization - I (Classification and Cataloguing Theory)**

**Unit - I**

Universe of Knowledge: Structure and attributes-Modes of formation of subjects (14L)

**Unit-II**

General theory of Library Classification: Normative Principles and their applications; Canons and Facet Analysis; fundamental Categories (11L)

**Unit – III**

Schemes of Library Classification: Introduction, Features and Application- CC, DDC, UDC and LC (12L)

**Unit –IV**

Cataloguing: Purpose, structure, types; normative principles, Canons & Laws; Standard codes of Cataloguing –CCC and AACR (13L)

**Unit – V**

Subject cataloguing – subject heading lists-SLSH, LCSH. Bibliographic Control –ISBD(G) and UBC. (10L) Total - 60L

**REFERENCES**

Dewey Decimal Classification and Relative Index.OCLC.

Universal Decimal Classification . UDC Consortium.

Gopinath, M.A , Ranganathan S R. Prolegomena to Library Classification EssEss Publication

Ranganathan, S R. Colon Classification Basic Classification - Ranganathan Series in Library Science 4: Madras Library Association Publication 26.

Ranganathan, S R. Philosophy of Library Classification.EssEss Publication

Ranganathan, S R Classification and Communication EssEss Publication

Ranganathan, S R Elements of Library Classification South Asia Books

## **Paper IV - Core**

**Paper Code:**

**Title of the Paper: Internship**

To place students in a working Library & Information Centre environment approved / recommended by the Department to enable them to be exposed to the various sections / divisions to gain practical knowledge and to give them working experience.

**Internship shall be for one month (30 days).**

A Report shall be submitted by each student along with a certificate from the head of the library concerned for the completion of Internship. The Internship report will be evaluated by the department faculty and marks will be sent to the Controller of Examinations.

Total -60L

## **Paper V - Core**

**Paper Code:**

**Title of the Paper: Advance Knowledge Organization I (Classification Practical)**

DDC and UDC

Scheme 1:

Dewey Decimal Classification - Practical

Classification of Macro and Micro documents using specified edition of DDC.

Scheme 2:

Universal Decimal Classification - Practical

Classification of Macro and Micro documents using specified edition of UDC.

## **REFERENCES**

Dewey Decimal Classification and Relative Index. OCLC.

Universal Decimal Classification . UDC Consortium.

Gopinath, M.A , Ranganathan S R. Prolegomena to Library Classification EssEss Publication

Ranganathan, S R. Colon Classification Basic Classification - Ranganathan Series in Library Science 4: Madras Library Association Publication 26.

Ranganathan, S R. Philosophy of Library Classification.EssEss Publication

Ranganathan, S R Classification and Communication EssEss Publication

Ranganathan, S R Elements of Library Classification South Asia Books

### **Elective**

#### **Paper Code:**

#### **Title of the Paper: Information Literacy Applications in LIS**

#### **UNIT – I : Fundamental of Information Literacy**

Concept, Need and Objectives - Areas of Information Literacy - Standards in Information Literacy - Role of Institution in Information Literacy (8L)

#### **UNIT - II : Information Literacy Programmes**

Scope of Information Literacy Program - National Program in Information Literacy - International Program in Information Literacy (9L)

#### **UNIT – III : Methodology of Information Literacy**

Information Literacy Products: Library Brochure, Database Brochure, Web-based Access Instructions, Information Bulletin - Designing of Information Literacy Program - Implementation of Information Literacy Programs (10L)

#### **UNIT- IV : Application of Information Literacy in Library and Information Centre's**

Information Literacy for Users - Information Literacy for Professionals - Information Literacy for Research and Development (10L)

#### **UNIT - V :Trends in Information Literacy**

Web based Information Literacy System - OPAC Information Literacy System - Life Long Learning System (8L)

(Total -45L)

#### **References:**

Baldwin V A (2015). Information Literacy in Science & Technology Disciplines. Library Conference Presentation and Speech. University of Nebraska, Lincoln.

Eisenberg M B (2014), . Information Literacy: Essential Skills for the Information Age. 2nd ed. Libraries Unlimited ,Westport.

Grassian E S.(2015). Learning to lead and manage information literacy instruction Neil Schuman Publishers, New York

Grassin E S and Kaplowitz J R (2015). Information Literacy Instruction: Theory and Practice. . Neal Schuman, New York.

### **Elective**

#### **Paper Code:**

#### **Title of the Paper: Web based Information Resources**

##### **Unit 1:**

General Introduction - Nature and characteristics of information; Role of electronic resources in - scholarly communication; trends in scholarly communication (8L)

##### **Unit 2:**

Electronic Information Resources - Definition, characteristics and types; Information Resources on the Internet –E-books, E-journals, information gateways (9L)

##### **Unit 3:**

Open Course Ware, MOOC ,DRM, DOI, Link resolvers, open access resources, open data initiatives ,preprints, discussion forums, technical reports, OPACs, ETDs, Patents,reference sources, (10L)

##### **Unit 4:**

search tools, subject directories, courseware, software - Prominent sources in different subjects  
Databases: Bibliographic, Full-text, numeric, (10)

##### **Unit 5:**

Ready Reference Sources –dictionaries, encyclopaedias, yearbooks, directories, biographical sources,geographical sources, handbooks and manuals and statistical sources (8L)

(Total-45L)

### **REFERENCES**

Andrew C. White & Eric Djiva Kamal. (2014). E-metrics for Library and Information Professionals: How to Use Data for Managing and Evaluating Electronic Resource

Cathy De Rosa et al. (2015). Perceptions of libraries and information resources: a

report to the OCLC membership. OCLC Online Computer Library Center,

Frank Rennie & Robin Mason. (2017). *e-Learning and Social Networking Handbook: Resources for Higher Education*. Routledge

Miller, William & Pellen, Rita .(2015). *Adapting to E-Books*. Routledge

Pitschmann, Louis. (2017). *Building sustainable collections of free third-party Web resources*. Washington, D.C.: Digital Library Federation, Council on Library and Information Resources.

Siemens, Raymond George, & Schreibman, Susan. (2017). *A companion to digital literary studies*. Blackwell Publishing.

**Semester II**  
**Paper I –Core**  
**Paper Code:**

**Title of the Paper: Marketing of Library Sources and Services**

**UNIT – I: Fundamental Concepts**

Needs, Objectives and Philosophy - Marketing Environment: Producer, Consumer – Buyer Behavior - Marketing Information System - Market Segmentation - Marketing Mix (14L)

**UNIT – II: Strategies and Techniques**

Strategic Planning- Marketing Research - Marketing Process (11L)

**UNIT – III: Promotion of LIS Products and Services**

LIS Products and Services as a Marketable Commodity - Pricing, Distribution Channels and Communication Strategies - Advertising, Sales Promotion- Public Relations - E-Marketing (12L)

**UNIT –IV: Management Consultancy**

Evolution, Need and Objectives- Voluntary versus Authenticated Consultancy - Impact of Management Consultancy on Librarianship - Role of Library Associations and LIS Schools (13L)

**UNIT – V: Information Analysis, Consolidation and Re-Packaging**

Information Analysis and Consolidation: Concept, Need and Purpose -Packaging and Re-Packaging: Concept, Need, Purpose and Criteria - Information Consolidation Products: Concept, Types, Design and Development (10L)

(Total-60L)

**Recommended Books**

BAKEWELL (K G). (2017) Managing user-centred libraries and information services. Ed. 2. . Maxwell, London.

CARPENTER (J) and DAVIES (R). (2015). Research and Development, British Library, London.

COOTE (Helen) and BATCHELOR (Bridget).(2017). How to market your library services effectively. Ed. 2. Aslib, London.

HELINSKY (Z). (2018) A short-cut to marketing the library. Chandos Publishing, Oxford.

KOTLER (Philip).(2016) Marketing management. Ed.12. Prentice Hall, Delhi.

## **Paper II –Core**

### **Paper Code:**

### **Title of the Paper: – Research Methodology**

#### **UNIT – I: Introduction to Research**

Research: Concept, Need and Purpose ,Research Problem and Research Design Literature Review Hypothesis: Definition, Types, Sources and Functions (14L)

#### **UNIT –II: Types of Research Methods**

Historical, Survey and Experimental,Case Study, Scientific Research and Statistical Research, etc. (11L)

#### **UNIT – III: Research Techniques**

Research Techniques and Tools: Questionnaire, Interview, Observation, Schedule and Check-list, etc. Library Records and Reports (12L)

#### **UNIT – IV: Statistics and its Applications**

Descriptive Statistics – Measures of Central Tendency: & Dispersion, Correlations and linear regression, Chi-Square test, t-test, z-test, f-test. Presentation of Data: Tabular, Graphic, Bar Diagram and Pie Chart, etc. Report Writing Statistical Packages – MS Excel, SPSS, and Web-based Statistical Analysis Tools, etc. (13L)

#### **UNIT – V: Metric Studies and Style Manuals**

Scientometrics, Infometrics and Webometrics Manual Structure, Style, Contents- ISI, MLA, APA, CHICAGO, (10L)

(Total -60L)

#### **References:**

Alvesson Mand SkoldbergK.(2015) Reflexive methodology: new vistas in qualitative research. Ed. 2 Rev. Sage Publication, London.

BushaC H.(2016). Research methods in librarianship. Academic Press, New York.

Goode W J and Hatt P K (2016). Methods in social research. McGraw-Hill, New York.

Greenfield T. (2017) Research methods: guidance for postgraduates.. Hodder Arnold, London.

Krishan Kumar. (2015). Research methods in library and information science. Rev. Ed. Har-Anand Publications, New Delhi.

Powell R Rand Silipigni C L.(2014). Basic research methods for librarians. Ed. 4. Libraries Unlimited, Westport.

### **Paper III –Core**

#### **Paper Code:**

#### **Title of the Paper: Advanced Knowledge Organization – II (Cataloguing Theory)**

##### **UNIT - 1**

Cataloguing of different kinds of documents – Print and E-resources using - appropriate standards – AACR-2 (14L)

##### **UNIT II.**

Main and Added Entries of Documents: Single Author, Joint Authors, Editors - Corporate author, Continuing Resources (Serials),Pseudonyms Author andAnonymous Books, Non-Book Materials (e-resources), Assigning SubjectHeading to Documents-Sear’s List of Subject Heading (11L)

##### **UNIT III**

Cataloguing: Purpose, structure, types including - Normative principles,Canons & Laws; Standard codes of Cataloguing AACR 2 (12L)

##### **UNIT IV:**

Subject cataloguing subject heading lists; thesauri and vocabulary control (13L)

##### **UNIT V**

Cataloguing of Documents: Print and Non-Print using AACR-2 (10L)

(Total-60L)

#### **References:**

Anglo American Cataloguing Rules. 2nd Edition Rev. New Delhi, Oxford, 2015

Barbara M Westby, Ed. Sears List of Subject Headings, New York, HW Wilson,2016.

Byrne, Deborah J. MARC Manual: Understanding and Using MARC Record.Englewood, Libraries Unlimited, 2015.

Chernyi, A.I. Introduction to Information Retrieval Theory. London, ASLIB, 2017.

Fritz, Deborah A. Cataloguing with AACR2 and US-MARC Records. Chicago,ACA, 2016.

## **Paper IV - Core Project**

Dissertation = 80 Marks [2 Reviews – 20+20=40 Marks, Report Valuation = 40 Marks]-Viva= 20 Marks

(Total – 60L)

## **Paper V – Core**

**Paper Code:**

**Title of the Paper: Advanced Knowledge Organisation – II (Cataloguing Practical)**

### **Exercise**

1. Classification of Books and Periodicals according to CCC (15L)
2. Cataloguing of Documents: Print and Non-Print using AACR – II (15L)

(Total-30L)

References:

Anglo American Cataloguing Rules. 2nd Edition Rev. New Delhi, Oxford, 2015

Lal, C and Kumar, K. Practical Cataloguing AACR-2. ESS Publications, New Delhi. 2006.

S.R. Ranganathan (2006) . Classified Catalogue Code with Additional Rules for Dictionary Catalogue Code .EssEss Publications

## **Elective**

**Paper Code:**

**Title of the Paper: – Web Technologies**

**Unit 1: WWW: An Overview**

Evolution and growth of Web; The Invisible Web; Internet Architecture: H/W &S/W Components, Client/Server Principle, Routers, Connection Types, ISP, Protocols, Uniform Resource Locator, IP Address; Domain Name System; Web servers: Apache etc. (8L)

**Unit 2: Web Design Principles**

Mark-up Languages: SGML, HTML, XML; Web Browsers: Internet Explorer, Mozilla Firefox, and Google Chrome. Communication Tools: E-mail, Discussion Groups, (9L)

**Unit 3: Social Media**

Basic principles and practices in developing websites - Tools and technologies associated to website designing, concept of web browsers-Page design and layout, design concepts, Mark up languages SGML, HTML, XML, CSS, Dream weaver, Web publishing and hosting. (10L)

**Unit 4: Search Engines**

Search Tools: Search Engines and Meta Search Engines; Intranet and Extranet: Components, Prerequisites and Services; Design and evaluation of Search engines. (10L)

**Unit 5: Web Security**

Internet Security: Worms, Viruses, Malware, Spyware, phishing, Cyber Crime: Provision in the Indian IT Act; Firewalls, Anti-Virus, Anti-Spyware. (8L)

(Total- 45L)

**References:**

Bates, Chris. (2016). Web Programming: Building Internet Applications. 3rd Ed. Wiley-India.

Duckett, Jon. (2014). HTML and CSS: Design and Build Websites Paperback. Wiley

Hartl, Michael & Prochazka, Aurelius. (2017). RailsSpace: Building a Social Networking Website with Ruby on Rails. Addison-Wesley Professional.

Kalbach, James. (2017). Designing Web Navigation: Optimizing the User Experience. O'Reilly Media.

Morville, Peter & Rosenfeld, Louis. (2016). Information Architecture for the World Wide Web: Designing Large-Scale Web Sites. 3rd Ed. O'Reilly Media.

Robbins, Jennifer Niederst. (2017). Learning Web Design: A Beginner's Guide to HTML, CSS, JavaScript, and Web Graphics. 4th Ed. O'Reilly Media.

## **Paper VI - Elective**

**Paper Code:**

**Title of the Paper::Digital Libraries**

### **Unit – I**

Concept of Digital Libraries - Transition of libraries from traditional to digital:-  
Definitions, Characteristics, Theoretical Fundamentals, merits, demerits and challenges (8L)

### **Unit – II**

Digital Library Management - Design and Organization of Digital Libraries:  
Architecture, Interoperability, Protocols and Standards; User Interfaces (9L)

### **Unit – III**

Digital content creation: organization and Management, files & formats - Overview of Major  
Digital Library Initiatives- Open Archives Initiative (OAI) and similar developments (10L)

### **Unit – IV**

Building the digital library - Digitization – process and methods – Planning for Digitization -  
Institutional Repositories- Open Source Software for digital libraries: GSDL -DSpace – EPrints, Access  
to and Use of Digital Libraries; Storage, Archiving and Preserving Digital Collections. (10L)

### **Unit – V**

Web Technology: An overview; Web Browsers and Search Engines, Web sites and Web  
portal Tools and Techniques – Webpage design using HTML (8L)

(Total- 45L)

### **Reference Books**

Gorman, G.E.(2015) The Digital Factor in Information and Library Services. London:  
Facet Publications

Lankes, R. D.(2016) Implementing Digital Reference Services: Setting Standards and  
making it real. London: Facet,

International Conference on Digital Libraries. ICDL 2004. TERI, New Delhi.2018.

Upadhaya, J.L. Information Retrieval and Digital Libraries New Delhi, Shree  
Publishers and Distributors, 2017

G.G. Chowdhury. Introduction to Digital Libraries. London: Facet Publishing, 2016.

John M. Cohn, Ann L. Kelsey and Keith Michael Fiels, Planning for Library automation: A Practical  
Handbook – London: Library Association, 2016.

**Duration of the Programme:**

The programme for the degree of Master of Library & Information Sciences consists of two Academic / Calendar years divided into two semesters. This programme having total credits of 40 as per TANSCHÉ on par with NEP. The duration of programme is one year at a maximum of 2 years as per UGC guidelines (N+2) pattern.

Semester	Course Code	Course Name	Credits	Int.	Ext.	Total
I	DLISM11	Knowledge Management	4	25	75	100
	DLISM12	User studies and Informetrics	4	25	75	100
	DLISM13	Advanced Knowledge Organisation - 1 (Classification Theory)	4	25	75	100
	DLISM14	Internship Part II (Vacation)	2	50	50	100
	DLISL15	Advanced Knowledge Organisation - 1 (Classification Practical)	2	50	50	100
	DLISE16 DLISE17	<b>Optional Paper:</b> Information Literacy application in LIS <b>(or)</b> Web based Information Resources	2	25	75	100
II	DLISM21	Marketing of Library sources and services	4	25	75	100
	DLISM22	Research Methodology	4	25	75	100
	DLISM23	Advanced Knowledge Organisation - II (Cataloguing Theory)	4	25	75	100
	DLISP24	Project with Viva - Voce	4	50	50	100
	DLISL25	Advanced Knowledge Organisation - II (Cataloguing Practical)	4	50	50	100
	DLISE26 DLISE27	<b>Optional Paper:</b> Web Technologies <b>(or)</b> Digital Libraries	2	25	75	100

### **Faculty and Support Staff Requirements:**

The programme for the degree of **Master of Library & Information Sciences** requires the following faculty and supporting staff:

<b>Staff Category</b>	<b>Required</b>
Core Faculty	3
Faculty for Specialization	2
Clerical Assistant	1

### **Instructional Delivery Mechanisms:**

- ❖ Self Learning Materials
- ❖ Web based Teaching and Learning
- ❖ Electronic Study Materials

### **Student Support Services:**

The student support services will be facilitated by the head quarter i.e., Centre for Distance & Continuing Education, Manonmaniam Sundaranar University, Tirunelveli and its approved Learning Study Centres which are the Affiliated Colleges of Manonmaniam Sundaranar University located in the jurisdiction of this University (4 districts - Kanyakumari, Tirunelveli, Thoothukudi & Tenkasi).

- ❖ The pre-admission student support services like counselling about the programme including curriculum design, mode of delivery, fee structure and evaluation methods will be explained by the staff at head quarter and Learning Study Centres who are well aware of the programme offered through ODL.
- ❖ The post-admission student support services like issue of identity card, study materials, etc. will be downloaded from the University website ([www.msuniv.ac.in](http://www.msuniv.ac.in) – distance education), Learning Centres as well as Office of the Centre for Distance & Continuing Education.
- ❖ The Personal contact programme for theory courses will be held at the university campus, Learning Study Centres. Programme wise Co-Ordinators along with required number of Assistant Professors are engaged to clarify the doubts of the candidates and ensuring the Teaching and Learning process.
- ❖ The conduct of end-semester examinations, evaluation and issue of certificates will be done by office of the Controller of examinations, Manonmaniam Sundaranar University, Tirunelveli.

## **Procedure for Admission, curriculum transaction and evaluation:**

### **f. 1. Procedure for Admission:**

- ❖ Admission will be made as per eligibility norms prescribed by UGC/Tamil Nadu Government norms - approved by Standing Committee on Academic Affairs of this University.
- ❖ The unique service of this University is creation of Batch wise / programme wise whatsapp messenger groups from the Office of the Director and all information are conveyed directly to the candidates. (From Admission to issue of Degree Certificates)
- ❖ Last date for First year admission 31<sup>st</sup> December for Academic Year students and 30<sup>th</sup> June for Calendar Year students of every year and it will be varied as per the instruction given by UGC.

### **f. 2. Curriculum Transactions:**

The classroom teaching would be lecture method by using electronic devices. The Personal contact classes (PCP) cover group discussion, seminars and paper presentation.

The Personal contact classes (PCP) will be conducted in four rounds. (4 sessions / Round)

<b>Course Type</b>	<b>Personal Contact Classes Per Semester (in Hours)</b>
Theory Courses	<b>24</b>

### **1. Evaluation:**

- ❖ The examinations shall be conducted separately for theory and practical's to assess the knowledge acquired during the study.
- ❖ There shall be two systems of examinations viz., internal and external examinations.
- ❖ In the case of theory courses, the internal evaluation shall be conducted as Continuous Internal Assessment via. Student assignments preparation Project / Internship / Extension Activities and seminar, etc. The internal assessment shall comprise of maximum 25 marks for each course.
- ❖ The end semester examination shall be of three hours duration to each course at the end of each semester. (May & December every year).
- ❖ In the case of Practical courses, the internal will be done through continuous

assessment of skill in demonstrating the experiments and record or report preparation.

- ❖ The external evaluation consists of an end semester practical examinations which comprise of 75 marks for each course.

### Question Paper Pattern:

Answer all questions (one question from each unit with internal choices

Time: 3 Hours; Maximum Marks: 75

Section	Distribution of Marks	Marks
Part A	10 x 1 Marks	10 Marks
Part B	5 x 5 Marks	25 Marks
Part C	5 x 8 Marks	40 Marks
	<b>Total</b>	<b>75 Marks</b>

### Distribution of Marks in Continuous Internal Assessments

- ❖ The Internal Assignment Questions are prepared by the course Co-Ordinator.
- ❖ Uploaded in the University website ([internalddce@msuniv.ac.in](mailto:internalddce@msuniv.ac.in)) and through whatsapp messenger groups.
- ❖ The front page along with bar code for each course of the programme is uploaded in the University website.
- ❖ The students have to download the front page of the assignment and submit the handwritten assignment within the stipulated time limit.

The following procedure shall be followed for awarding internal marks for the courses

Component	Marks
Assignments (per course)	25

### Passing Minimum:

- ❖ For internal Examination, the passing minimum shall be 40% (Forty Percentage) of the maximum marks (25) prescribed for PG Course.
- ❖ For External Examination, the passing minimum shall be 40% (Forty Percentage) of the maximum marks (75) prescribed for PG Course.

- ❖ In the aggregate (External + Internal), the passing minimum shall be 50% for PG . courses.

### Marks and Grades:

The following table gives the marks, grade points, letter, grades and classification to indicate the performance of the candidate.

### STATEMENT OF MARKS

#### Abbreviations:

- ❖ C-Credit: G-Grade; R-Result (P-Pass; RA-Reappear, AA-Absent); GP-Grade Point (10 Point Scale), CGPA-Cumulative Grade Point Average
- ❖ Credit is counted for the courses in which the candidate has passed the examination.
- ❖ Conversion of Marks into Grade Points and Letter Grades

S.No	Percentage of Marks	Letter Grade	Grade Point	Performance
1	90 – 100	O+	10	Outstanding
2	80 – 89	O	9	Excellent
3	70 – 79	A+	8	Very Good
4	60 – 69	A	7	Good
5	55 – 59	B+	6	Above Average
6	50 – 54	B	5	Pass
7	0 – 49	RA	–	Reappear
8	0	AA	–	Absent

- ❖ The marks include those for the Continuous Internal Assessment (CIA) and End-Semester Examination. There is no passing minimum for the CIA

$$\text{❖ Cumulative Grade Point Average (CGPA)} = \frac{\sum (\text{GP} \times \text{C})}{\sum \text{C}}$$

- ❖ CGPA is calculated for Part-III Courses
- ❖ CGPA for a semester is awarded on cumulative basis by including all the courses upto that semester provided the candidate has passed all the courses.
- ❖ Classification: PG
  - (a) First Class with Distinction
  - (b) First Class
  - (c) Second Class with B+
  - (d) Third Class with B
- ❖ Should have passed all the courses in the first appearance itself within the duration of the programme. Class will be awarded on successful completion of the Degree Programme based on the CGPA for Part -III only
- ❖ **For conversion into the Percentage of Marks, CGPA shall be multiplied by 10.**

Any alteration or overwriting makes this Grade Statement INVALID. Anyone coming across such a Grade Statement is requested to bring the same to the notice of the Controller of Examinations. Any clarification regarding this Grade Statement should be addressed to the Controller of Examinations, Manamiam Sundaranar University, Tirunelveli-627012, Tamil Nadu, India.

**Fee Structure:** The programme has the following Fee Structure including Examination fee:

Course Name	Code	Year	Processing fee/ Postal	Tuition Fee	Exam Application	Mark Sheet	No of paper	Paper cost	Total Paper Cost	No of paper Practical	Total Practical	Project	Fee for CC/PC/ Convocation	Total
M.L.I.Sc.	045	1	1200	7500	50	100	9	350	3150	2 x 400	800	500	1600	<b>14900</b>

The above mentioned fee structure may be downloaded from the University website (<https://www.msuniv.ac.in/images/distance%20education/academic/fee.pdf>).

Last date for remittance of Second and Third year Tuition and Examination Fee 28<sup>th</sup> February for Academic year Students and 31<sup>st</sup> August for Calendar year students of every year.

**Requirement of the laboratory support and Library Resources:**

Manonmaniam Sundaranar University, Tirunelveli having well established Library facility with adequate number of copies of books in relevant titles for Library programme.

**Cost estimate of the programme and the provisions:**

The cost estimate of the programme and provisions for the fund to meet out the expenditure to be incurred in connection with Master of Library & Information Sciences, degree Programme is Rs.5,00,000/- as per the financial estimate of this University and to be met from Directorate of Distance and Continuing Education fund.

**Quality Assurance Mechanism and Expected Programme Outcomes:**

Separate Centre for Internal Quality Assurance Cell (CIQAC) has been established with certain parameters in the Centre for Distance and Continuing Education in order to provide quality teaching to the stakeholders, with the composition of the following members as per the Gazette of India: Extraordinary UGC Notification New Delhi, the 4<sup>th</sup> September, 2020 No.F1-1/2020/(DEB-I).

- (a) Vice Chancellor of the University – Chairperson;
- (b) Three senior teachers of Higher Educational Institution - Members;
- (c) Head of three Departments or School of Studies offering recognized programmes in Open and Distance Learning and Online mode - Members;
- (d) Two external experts of Open and Distance Learning and/or Online education – Members;
- (e) Officials from the Administration and Finance departments of the Higher Educational Institution – Members;
- (f) Director, Centre for Internal Quality Assurance – Member Secretary.

**University Motto:** ‘Knowledge is power’ ‘அறிவே அனைத்து ஆற்றலும்’

**University Vision:** To provide quality education to reach the un-reached.

**University Mission:**

In pursuit of Excellence;

By providing quality education, especially for the rural and the unreached;

Through innovation in teaching, research and extension activities;

By promoting human values for social harmony.

**University Quality Policy:**

The Quality policy of Directorate of Distance and Continuing Education is to ensure quality education to the student community of this region which is comparable to the education offered through regular mode of this University system.

**MANONMANIAM SUNDARANAR UNIVERSITY, TIRUNELVELI  
CENTRE FOR DISTANCE AND ONLINE EDUCATION**

**MINUTES OF THE MEETING OF THE BOARD OF STUDIES FOR CENTRE FOR  
DISTANCE AND ONLINE EDUCATION PROGRAMMES HELD ON 10.11.2025 AT  
11.00 A.M. IN THE UNIVERSITY BUILDINGS.**

**Members Present:**

1. Dr. G. Annadurai, Director, CDOE - Chairman
2. Dr. B. Revathy, Professor and Head, Department of Commerce - Member
3. Dr. T. K. Jasmin Sudha, Assistant Professor and Head i/c, Dept. of Tamil - Member
4. Dr. P. Vedamuthan, Assistant Professor, Department of English - Member
5. Dr. V. Deepthi, Assistant Professor, Department of History - Member
6. Dr. G. Monikanda Prasad, Assistant Professor and Head i/c, Dept. of Economics - Member
7. Dr. M. Bhoopal, Assistant Professor, Department of Management Studies - Member
8. Dr. V. Sundararaman, Assistant Professor, Department of Communication - Member
9. Dr. P. Balasubramanian, Librarian and Head, University Library - Member
10. Dr. K. Rajamannar – Additional Controller of Examinations - Member

**Agenda No. 1**

To approve the Programme Project Report (PPR) for the following Programmes to be offered through Open and Distance Learning (ODL) mode from the Academic Year 2026 – 2027 in order to obtain recognition in accordance with UGC Regulations 2020.

<u>UG Programmes (ODL) - 7 Programmes</u>	<u>PG Programmes (ODL) - 7 Programmes</u>
1. B. A. Tamil	1. M.A. Tamil
2. B. A. English	2. M.A. English
3. B.B.A.	3. M.A. Economics
4. B.A. Economics	4. M.A Journalism & Mass Communication
5. B.Com.	5. M.A. History
6. B.A. History	6. M.Com.
7. B.L.I.Sc.	7. M.L.I.Sc.

**Resolution :**

Resolved to approve the **Programme Project Report (PPR)** for the above Programmes to be offered through Open and Distance Learning (ODL) mode from the Academic Year 2026 – 2027.

**Agenda No. 2**

To approve the Self Learning Material (SLM) for the following Programmes to be offered through Open and Distance Learning (ODL) mode from the academic Year 2026 – 2027 in order to obtain recognition in accordance with UGC Regulations 2020.

<u>UG Programmes (ODL) - 7 Programmes</u>	<u>PG Programmes (ODL) - 7 Programmes</u>
1. B.A. Tamil	1. M.A. Tamil
2. B.A. English	2. M.A. English
3. B.B.A.	3. M.A. Economics
4. B.A. Economics	4. M.A Journalism & Mass Communication
5. B.Com.	5. M.A. History
6. B.A. History	6. M.Com.
7. B.L.I.Sc.	7. M.L.I.Sc.

**Resolution :**

Resolved to approve the **Self Learning Material (SLM)** for the above Programmes to be offered through Open and Distance Learning (ODL) mode from the Academic Year 2026 – 2027.

1. Dr. G. Annadurai
2. Dr. B. Revathy
3. Dr. T. K. Jasmin Sudha
4. Dr. P. Vedamuthan
5. Dr. V. Deepthi
6. Dr. G. Monikanda Prasad
7. Dr. M. Bhoopal
8. Dr. V. Sundararaman
9. Dr. P. Balasubramanian
10. Dr. K. Rajamannar

**Members Signature**

*[Handwritten signatures and dates in green ink]*  
10.11.25  
P. Vedamuthan  
Deepthi  
M. V. S. Prasad  
V. Sundararaman  
K. Rajamannar



**MANONMANIAM SUNDARANAR UNIVERSITY**  
**TIRUNELVELI - 12**



**MEETING & ELECTION SECTION**

\*\*\*\*\*

**EXTRACT OF THE MINUTES OF THE MEETING OF THE**  
**STANDING COMMITTEE ON ACADEMIC AFFAIRS ( SCAA ) DATED 18.11.2025**

\*\*\*\*\*

**DD& CE (Admn)**

**57.2.3.02A** To consider the proposal to submit the online application to UGC-DEB for renewal of recognition for the programmes noted from Sl.No.1 to 14 and for recognition from Sl.No.15 to 21 from the Academic year 2026 - 2027 onwards and to implement the Syllabi, Scheme of Examinations as approved for the affiliated colleges / University Departments and the Self Learning Materials (SLM), Project Proposal Report (PPR) prepared by the office of the Centre for Distance and Online Education, Manonmaniam Sundaranar University in the semester system in compliance with the UGC - DEB Regulations, 2020 from the Academic year 2026 - 2027 onwards.

1. Bachelor of Arts in Tamil
2. Bachelor of Arts in English
3. Bachelor of Business Administration
4. Bachelor of Arts in History
5. Bachelor of Arts in Economics
6. Bachelor of Commerce
7. Bachelor of Library and Information Science
8. Master of Arts in Tamil
9. Master of Arts in English
10. Master of Arts in History
11. Master of Arts in Economics
12. Master of Arts in Journalism and Mass Communication
13. Master of Commerce
14. Master of Library and Information Science
15. Bachelor of Computer Applications
16. Master of Computer Application
17. Master of Science in Computer Science
18. Master of Science in Statistics
19. Master of Science in Environmental Sciences
20. Master of Arts in Sociology
21. Master of Business Administration (General)

**Considered and resolved to approve the above proposal .**

*bx*  
*12.12.25*

*~*