

BHARATI VIDYAPEETH
(DEEMED TO BE UNIVERSITY), PUNE, INDIA
PhD Entrance Test – 2025

SECTION-II: Library & Information Science - 35 Marks

• **UNIT -I- Foundation of Library & Information Science, Information Sources Services Systems**

- LIS Education in India
- LIS Profession
- Library & Information Services
- Information, Information Science, Information Society
- Various sources of Information
- Information as a Resource
- Information Transfer Cycle-Generation, Storage and Dissemination, Commodity
- Role of Information in Planning, Management, Socio-Economics
- Development, Technology transfer
- Communication Channels, Barriers. Intellectual Property Rights- Concept
- Copyright, Censorship- Print and Non Print Media Intellectual property rights Patents
- Library and Information Policy at the National level
- User Studies: Importance, Objectives and Types Planning
- User Studies and Information Seeking Behaviour Information
- Needs of Users Information Seeking Behaviour
- User Survey Methods of User Service,
- National and International Information Systems, NISSAT, NASSDOC, INSDOC,

• **UNIT- II: -Knowledge Organization and Document Description**

- Organization of Information/Knowledge, Meaning and Definitions of Library Classification,
- Library Classification-Canons and Principles,
- Library Classification Schemes- DDC, UDC,CC,
- Library Cataloguing-Meaning and Definitions, Library Catalogue Codes- CCC and AACRII,
- Bibliographic Records- International Standards- ISBD, MARC, UNIMARK, and CCF,

• **UNIT – III:- Resource Sharing, Library Networking & Consortia**

- Resource Sharing, Web Resources
- Library Networks and Library Consortia Programmes and Activities of INFLIBNET and DELNET
- CSIR E-Journals Consortium,
- UGC-INFONET Digital Library Consortium
- INDEST and other consortiums etc.

• **UNIT–IV: -Emerging Technologies in LIS**

- Emerging Technologies in Libraries RSS Feeds Technology
- Libraries Library Security Technology: RFID, Barcode, Smart Card and CCTV, etc.
- Functional Requirements for Bibliographic Records (FRBR) Digital Content Management System Federated Search and Multimedia Databases Search Protocols:
- Z39.50 Standard for Retrieval and OAI-PMH Artificial Intelligence and Libraries Expert Systems in Libraries Electronic Resources
- Sound Recordings Motion Pictures Video Recordings Computer Files Video Conferencing and Audio Conferencing
- Library Automation, Areas of Library Automation, Planning Library Automation, Hardware and Software Selection for Automation
- Resource Discovery Tools/Services.

- **UNIT-V:- Digital Library**

- Definition, Objectives, Characteristics and Development- Digitalization Process:
- Digital Library Packages: GSDL, DSpace, Green Stone, E-print, etc.
- Collections: E-Books, E-Journals, E- Theses-E-Newspapers, E-Magazines, E- Dictionaries, Databases: CD & Online etc, Online Bookshops-Digital Preservation, Issues and Solutions.
- Web Browsers: Definition, Features-Internet Explorer, Mozilla Firefox, Google Chrome-
- Search Engines: Definition, Features-Google, Yahoo, Altavista.
- Search Techniques and Information Retrieval Man and Machine Retrieval System
- Search Strategies: Boolean Operations, Proximity Search, Heuristic Search, Navigational Search, etc.
- Internet Searching and Meta Data Search Engines & Data Mining,
- Data Harvesting and Semantic Web Knowledge Management Retrieval

- **UNIT –VI- Library Management**

- Management- Principles, Functions, School of Thoughts
- Decision Making
- Collection Development-Books, Serials, Non-book Material- Selection, Acquisition, Management
- Human Resource Management
- Financial Management – Resource Generation, Cost – Benefit analysis, PERT, CPM
- Performance Evaluation of Libraries / Information Centers and Services
- Marketing of Information Product and Services
- Total Quality Management (TQM)
- Performance Evaluation and Measurement
- Evaluation of Library Services & Products
- SWOT Analysis
- Re-Engineering of Library Services
- Out Sourcing
- Six Sigma
- Brain Storming
- Mind Mapping & Other Recent Techniques
- Techniques & Methods
- New Techniques in Library Management
- Role of Library Associations
- Impact of Management Consultancy on Librarianship

- **UNIT–VII: Public, Academic & Special Libraries**

- Public Libraries, Objectives, Functions, History & Development with Special Reference to India, Role of Public Libraries in Society.
- Library Movement and Library Legislation in India
- Agencies and their Role in Promotion and Development of Public Libraries in India
- Academic Libraries and their Development Objectives and Functions, History and Development
- Role of UGC in growth and Development of academic libraries and information centres in institutions of higher education in India
- Special Libraries Role and responsibilities
- Information Literacy

- **REFERENCES BOOKS:**

- Brophy, Peter and Courling Kote, Quality Management for Information and Literacy Management, Bombay: Jaico, 1997.
- Eisenberg, Michael, Information Literacy: Essential skills for the Information Age. Westport

publ.: Libraries Unlimited, 2005.

- Evans, Edward, G. ed. Management Information Systems. New Delhi: S.Chand&co.,1986.
- Katz, WA collection development selection of materials for libraries, New York: HRW.1980.
- Martino, R.L. Information Management: Dynamics of Management Information Systems. New York: McHill, 1969.
- Medick, Robert, G. et.al. Information systems for modern management. New Delhi: Prentice Hall, 1992.
- Narayana, G.J. Library and Information Management. New Delhi: PHI, 1991.
- Paliwal, P.K. Compendium of Library Administration. New Delhi: EssEss.2000.
- Parker, Charles and Café. Thomas. Management Information Systems: Strategy and Action. New York: McGraw Hill, 1993.
- Stuart, Robert, D and Moran, Barbara B. Library and Information Centres Management. Colorado: Libraries unlimited, 2004.
- Devarajan. User Studies, New Delhi: Allied Publishers, 1987.
- Kumar, PSG. Use and User Studies Publication. New Delhi: BR Publication, 2006.
- Kumar, PSG. A Students manual of Library and Information Science. New Delhi: BR Publication, 2002.
- Kumar, PSG. Library and Users: Theory and Practice. New Delhi: BR Publication, 2004.
- Sridhar, MS. Library use and user research (with 20 case studies). New Delhi: Concept Publishing Company, 2002.
- Craich Robert, L. Training and Development-Hand Book, New Delhi: McGraw Hill,1987.
- Famularo, Joseph. Handbook-Human Resources Administration, Singapore: McGrawHill, 1987.
- Jeya Gopal, R. Human Resources Development - Conceptional analysis and strategies, New Delhi: Sterling, 1993.
- Rao, J.V. Varma, Khandwal Anil, K.K., Abraham, E.S. Human Resources Development. Jaipur: Rawat, 1997.
- Sing, P.N. Developing and Managing Human Resources. Bombay: Schhandra Publishers, 1993.
- Hunt, Reger and John Shelly. Computer and Commonsense. New Delhi: PHI, 1982.
- Kaul, HK. Library Network: An Indian experience. New Delhi: Virgo, 1992.
- Levey, Ian. Automating Library Procedure. London: LA. 1984.
- MS Corporation. Discovering MS office 2000 premium and professional, USA, 1999.
- Minasi, Marks. Mastering in Windows NT server. New Delhi: BPB, 1999.
- Mini-Micro CDS/ISIS. Reference Manual and CDS/ISIS Pascal Manual, UNESCO: Paris, 1989.
- Saravanan, T. WINISIS for Beginners.2nd ed.CMR: Rajalakshmi Publications, 2010.
- Saravanan, T. Information Architecture. New Delhi: Ess Ess Publications, 2012.
- Saravanan, T. Library Automation. CMR: RTSV Publications, 2013.
- TEDD, LA. Introduction to computer based library system. Ed.2. London: Hyden, 1984.
- Wise, Richard. Multimedia: A critical introduction. London: Routledge, 2000.
- Carter, Roger. The Information Technology Handbook. London: Henemann, 1987.
- Gorman, G.E. Digital Factor in Library and Information Services. London: Facet, 2002.
- Jeanne, F.M. A Librarians Guide to Internet: A Guide to searching evaluating Information. Oxford: Chandos Publishing, 2006.
- Lancaster, F.W. Electronic Publishing and their implications for libraries and beyond. London: Clive Bingley, 1990.
- Lucy, A. Tedd. An Introduction to computer based library system. Ed.3. Chinchester: wiley, 2005.
- Richard Jones. The Institutional Repository. Oxford: Chandos Publishing, 2006.
- Viswanathan, T. Communication Technology, New Delhi: TMH, 1995.
- Zorkoczy, Peter. Information Technology. An Introduction. London: Otiman, 2005.
- Baker, Robert K. Doing Library Research: an introduction for community college students. Colorado: Web view Press, 1981.

- Downs, Robert B. How to do Library Research. Urbana: University of Illinois Press, 1966.
- Gosh, G.B. Trends of information service in India. Calcutta: World Press, 1974.
- Kumar, P.S.G. Research in Library and Information Science in India. New Delhi: Concept Publishing Co. 1987.
- Mishra, J.K. Indian research in library and information science. Ludhiana: Medallion Press, 2001.
- Busha, Achrls H. and Harter, Stephen P. Research methods in librarianship: techniques and interpretation. New York: Academic Press, 1980.
- Fecko, Mary Peth. Electronic Resources, Access and Issues, London: Bowker and Co., 1997.
- Jeevan, V.K.J. E-Resources and Digital Services, New Delhi: Ess Ess Publications, 2011.
- Krishnan, Gopal. Digital Libraries in Electronic Information Era. New Delhi: Authors Press, 2000.
- Omesh Aadhavan, Management of Digital Library, Jaipur: Oxford Book Company, 2011.
- Sathayanaranan, B. Multimedia its Applications in Library and Information Science. Chennai: T.R. Publications, 1998.
- Shiva Sukeela, Electronic Resources Management. What, Why and How, New Delhi: Ess Ess Publications, 2010.