

**Dr Ranganathan Institution of Library and Information
Science**

Bundelkhand University, Jhansi

About Institute:

- **Year of Establishment : 1986**
- **Faculty Members :**
 - **Dr. Rochna Srivastava** **Professor**
 - **Dr. V. P. Khare** **Reader**
 - **Dr. M. P. Singh** **Sr. Lecturer**
 - **Mrs. Ritu Singh** **Lecturer**
 - **Mr. Vinit Kumar** **Lecturer**
- **Courses Offered :**
 - **Ph.D.**
 - **M.Phil.**
 - **M.Lib.&I.Sc.**
 - **B.Lib.&I.Sc.**

**Master of Philosophy (M.Phil) in Library and
Information Science**

1. **Duration-** The Master of Philosophy in Library and Information Science. Course will be full time course of one academic year of two semesters.

2. **Intake- 30 Seats**

Reservation as per rules of the State Government/University

3. Eligibility Conditions- Admission to Eligible Candidates will be strictly on the basis of Entrance Test/Merit as per University policy in this behalf.

4. Medium of Instructions- English/Hindi

The Course shall consist of two Papers each of three hours duration. The Nomenclature of each paper along with the allotment of marks is as follows:

**ONE YEAR FULL TIME PROGRAMME
SYLLABUS – FIRST SEMESTER**

Paper No.	Nomenclature	Maximum Marks
MPL-101	RECENT TRENDS IN LIBRARY AND INFORMATION SCIENCE	80+20=100
MPL-102	RESEARCH METHODS IN LIBRARY AND INFORMATION SCIENCE	80+20=100

SECOND SEMESTER DISSERTATION WORK

MARKS: 200

Note: - (a) The topic and the other details of the Dissertation for each candidate shall be finalized by the Teacher Guide. Other rules in this regard shall be as give in Ordinance with regard to the M.Phil. Programme.

(b) The dissertation shall be submitted only when the supervisor concerned is/ are satisfied that the dissertation is worthy of consideration in part fulfillment of the M.Phil. Degree. The dissertation may include results of original research, a fresh interpretation of existing facts and data, or a review article of critical nature, or may take such other form as may be determined by the M.Phil. Committee.

Master of Library and Information Science (MLISc)

1. **Duration-** The Master of Library and Information Science (MLISc). Course will be full time course of one academic year of two semesters.

2. Intake- 60 Seats

Reservation as per rules of the State Government/University

3. Eligibility Conditions- Admission to Eligible Candidates will be strictly on the basis of Entrance Test/Merit as per University policy in this behalf.

Note: - 15% of the percentage of marks obtained in entrance test/qualifying exam will be awarded as additional marks to all candidates who pass the qualifying exam from any institution falling within the jurisdiction of Bundelkhand University.

(ii) Relaxation of 5 % marks to SC/ST Candidates for eligibility.

4. Medium of Instruction and Examination- English / Hindi

5. Fee-

(i) Tuition and other fee-

As prescribed by the University from time to time

MASTER OF LIBRARY AND INFORMATION SCIENCE

The Course shall consist of six theory papers each of three hours duration. The Nomenclature of each paper along with the allotment of marks is as follows

ONE YEAR FULL TIME PROGRAMME SYLLABUS – FIRST SEMESTER

Paper No.	Nomenclature	Maximum Marks
ML-101	KNOWLEDGE AND COMMUNICATION	80+20=100

ML-102	MARKETING OF INFORMATION PRODUCTS AND SERVICES	80+20=100
ML-103	INFORMATION TECHNOLOGY APPLICATION: THEORY	80+20=100
ML-104(a)	KNOWLEDGE ORGANISATION (DEPTH CLASSIFICATION PRACTICE)	80+20=100
ML-104(b)	INFORMATION PROCESSING & RETRIVAL (ADVANCED CATALOGUE- PRACTICES)	80+20=100

MASTER OF LIBRARY AND INFORMATION SCIENCE

The Course shall consist of four theory papers each of three hours duration. The Nomenclature of each paper along with the allotment of marks is as follows:

ONE YEAR FULL TIME PROGRAMME SYLLABUS – SECOND SEMESTER

Paper No.	Nomenclature	Maximum Marks
ML-201	INFORMATION STORAGE AND RETRIEVAL TECHNIQUES (THEORY)	80+20=100
ML-202	RESEARCH METHODS AND STATISTICAL TECHNIQUES	80+20=100
ML-203	INFORMATION SYSTEMS AND PROGRAMMES	80+20=100
ML-204	INFORMATION TECHNOLOGY APPLICATION: PRACTICAL	80+20=100

Bachelor of Library and Information Science (BLISc)

1. **Duration-** The Bachelor of Library and Information Science (BLISc). Course will be full time course of one academic year of two semesters.

2. **Intake- 80 Seats** (including candidates belonging to Scheduled Castes and Scheduled Tribes). Note (i) Relaxation of 5 % marks to SC/ST candidates for eligibility.

(ii) Reservation as per rules of the State Government/University

3. **Eligibility Conditions-** Admission to Eligible Candidates will be strictly on the basis of Entrance Test/Merit as per University policy in this behalf.

Note: - 15% of the percentage of marks obtained in entrance test/qualifying exam will be awarded as additional marks to all candidates who pass the qualifying exam from any institution falling within the jurisdiction of Bundelkhand University.

4. **Medium of Instruction and Examination-** English / Hindi

5. **Fee-**

(ii) **Tuition and other fee-**

As prescribed by the University from time to time

**BACHELOR OF LIBRARY AND INFORMATION
SCIENCE**

ONE YEAR FULL TIME PROGRAMME

The Course shall consist of five theory papers each of three hours duration. The Nomenclature of each paper along with the allotment of marks is as follows

SYLLABUS – FIRST SEMESTER

Paper No.	Nomenclature	Maximum Marks
BL-101	FOUNDATIONS OF LIBRARY AND INFORMATION SCIENCE	80+20=100
BL-102	KNOWLEDGE ORGANIZATION THEORY	80+20=100
BL-103	INFORMATION RETRIEVAL THEORY	80+20=100
BL-104	INFORMATON SOURCES AND SERVICES	80+20=100
BL-105	ELEMENTS OF INFORMATION TECHNOLOGY	80+20=100

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

ONE YEAR FULL TIME PROGRAMME

The Course shall consist of three theory papers each of three hours duration and one practice paper. The Nomenclature of each paper along with the allotment of marks is as follows

SYLLABUS – SECOND SEMESTER

Paper No.	Nomenclature	Maximum Marks
BL-201	MANAGEMENT OF LIBRARIES AND INFORMATION CENTERS	80+20=100
BL-202	KNOWLEDGE ORGANISATION: PRACTICE (LIBRARY CLASSIFICATION)	80+20=100
BL-203	INFORMATION PROCESSING AND RETRIEVAL: PRACTICE (LIBRARY CATALOGUING)	80+20=100
BL-204	ELEMENTS OF INFORMATION TECHNOLOGY: PRACTICE	80+20=100

Dr Ranganathan Institution of Library and Information Science

Bundelkhand University, Jhansi

(Ordinance for B.Lib.I.Sc, M.Lib.I.Sc, & M.Phil (Lib. & Inf. Sc.)

Library and Information Science Courses

Name of Course	Eligibility	Intake
B.Lib.I.Sc.	Second Class bachelor degree of any recognized University in any Discipline.	80
M.Lib.I.Sc.	Second Class B.Lib.I.Sc. Degree of any recognized University.	60
M.Phil (Lib. & Inf. Sc.)	M.Lib.I.Sc. Degree from any recognized University with minimum 55% marks.	30

The Department provides facilities for the following programmes:

1. A One year full time course leading to the degree of Bachelor of Library and Information Science (BLISc).
2. A One year full time course leading to the degree of Master of Library and Information Science (MLISc).
3. A One year full time course leading to the degree of Master of Philosophy (M.Phil) in Library and Information Science.

Bachelor of Library and Information Science (BLISc)

1. **Duration-** The Bachelor of Library and Information Science (BLISc). Course will be full time course of one academic year of two semesters.

2. **Intake- 80 Seats** (including candidates belonging to Scheduled Castes and Scheduled Tribes). Note (i) Relaxation of 5 % marks to SC/ST candidates for eligibility.

(ii) Reservation as per rules of the State Government/University

3. **Eligibility Conditions-** Admission to Eligible Candidates will be strictly on the basis of Entrance Test/Merit as per University policy in this behalf.

Note: - 15% of the percentage of marks obtained in entrance test/qualifying exam will be awarded as additional marks to all candidates who pass the qualifying exam from any institution falling within the jurisdiction of Bundelkhand University.

4. **Medium of Instruction and Examination-** English / Hindi

5. **Fee-**

(i) **Tuition and other fee-**

As prescribed by the University from time to time

(ii) **Refund of fees-**

(a) Request for refund of fee should be made to the Vice-Chancellor, Bundelkhand University within three weeks of deposition of the fees. On

approval such candidate shall be entitled for refund of 50% of the prescribed fee.

- (b) Request for refund of fee shall not be considered under any circumstances, if made after three weeks from the date of deposition of Admission fee by the candidates.

6. Examination-

- (i) **Attendance:** Minimum attendance required to become eligible to appear in the examination for each paper shall be 75% of all class lectures (Theory and Practical).

In case a student is short of attendance due to illness, participation in sports, extra curricular activities etc the following rules shall apply.

(a) Shortage of attendance up to 10% shall be condoned by the HOD on the specific recommendation of the class teacher.

(b) A Shortage of attendance up to 25% can be condoned by the Vice Chancellor on the specific recommendations of the Head of the Department.

(ii) Process of Evaluation

(a) (i) Theory Papers

Semester examination shall be conducted by the university as mentioned in the academic calendar of the department. The question paper will be set by examiners appointed by the Vice-Chancellor based on the recommendation of the board of studies. The University will decide the pattern of the question paper. The weightage of this examination will be 80%.

(ii)Sessional Examination

The subject teacher shall conduct sessional examinations to each theory paper. The questions will be short and long answer type. The weightage of this examination will be 20%. Sessional are to be conducted by consulting faculties, round the session by the consent of HOD with a deadline to submit their marks till last week of Dec/April to the HOD. Three sessional are to be conducted by each faculty for each paper. Sessional marks will be awarded as average of the two best sessional performed by each student. If any student does not appear in the sessional examination before the commencement of the semester examination he/she would not normally be allowed to appear in the annual examination. Except on payment of the penalty as per University rules for sessional examination, he/she can send an application to the Head of the concerned department on whose recommendation the Vice-Chancellor can give approval to appear in the examination.

(b)Practical Examination

Practical examination will be conducted by the examiners appointed by Vice-Chancellor on the recommendations of the course committee / Board of Studies. Each student has to present the practical records.

(c)Educational Tour

There will be an educational tour for visiting important libraries other than local ones, to give adequate practical knowledge of different techniques adopted by different types of libraries. It is compulsory for B.Lib.I.Sc. Students to participate in the educational tour at their own expenses.

(iii) Qualifying Marks and Promotion

The minimum passing marks shall be 40% in the aggregate for B.Lib.I.Sc. of the maximum marks. The minimum pass marks 35% will have to be obtained in theory, sessional, practical and viva individually. On the basis of percentage of total marks secured in the aggregate by a candidate he/she shall be awarded a division, as detailed below:

- (a) Third Division 40 % or more than but less than 50%
- (b) Second Division: 50 % or more than but less than 60%
- (c) First Division 60 % or more than but less than 75%
- (d) First Division with distinction: 75% or more.

(iv) Declaration of results and award of degree

After completion of the evaluation process, result will be declared by the university. Candidates declared successful may get the provisional degree from the Registrar / Vice- Chancellor of the university after one week of result. Original degree will be conferred at the time of convocation to be held annually as decided by the University administration.

(v) Back-Paper and Improvement

A student who pass in aggregate but fails to secure 35% marks in maximum of two papers, he/she shall be prescribed to clear the paper/papers by taking a back paper examination on deposition of prescribed fee. This examination shall be conducted along with the main examination or as per the schedule given by the university. A student has to clear all papers in two subsequent attempts only. The students who fails in aggregate or do not obtain 35% marks in more then two papers will have to appear as ex-student. Their marks of internal assessment will be carried or ward. A

candidate may be allowed only one chance to improve his/her division in maximum up to two papers in next main examination.

(vi) Ex-Student

In case a student fails in the examination, as per relevant provision he/she may be allowed to re-appear in subsequent examination as an ex-student, without attending classes. He/she shall be required to appear & clear all papers, practical, exam. As per provision of the syllabus in that year.

(vii) Scrutiny

Scrutiny facility will be given to the student in two papers on payment of prescribed fee as decided by the University from time to time.

Master of Library and Information Science (MLISc)

1. **Duration-** The Master of Library and Information Science (MLISc). Course will be full time course of one academic year of two semesters.

2. Intake- 60 Seats

Reservation as per rules of the State Government/University

3. Eligibility Conditions- Admission to Eligible Candidates will be strictly on the basis of Entrance Test/Merit as per University policy in this behalf.

Note: - 15% of the percentage of marks obtained in entrance test/qualifying exam will be awarded as additional marks to all candidates who pass the qualifying exam from any institution falling within the jurisdiction of Bundelkhand University.

(ii) Relaxation of 5 % marks to SC/ST Candidates for eligibility.

4. Medium of Instruction and Examination- English / Hindi

5. Fee-

(ii) Tuition and other fee-

As prescribed by the University from time to time

(ii) Refund of fees-

(c) Request for refund of fee should be made to the Vice-Chancellor, Bundelkhand University within three weeks of deposition of the fees. On

approval such candidate shall be entitled for refund of 50% of the prescribed fee.

- (d) Request for refund of fee shall not be considered under any circumstances, if made after three weeks from the date of deposition of Admission fee by the candidates.

6. Examination-

- (ii) **Attendance:** Minimum attendance required to become eligible to appear in the examination for each paper shall be 75% of all class lectures (Theory and Practical).

In case a student is short of attendance due to illness, participation in sports, extra curricular activities etc the following rules shall apply.

(a) Shortage of attendance up to 10% shall be condoned by the HOD on the specific recommendation of the class teacher.

(b) A Shortage of attendance up to 25% can be condoned by the Vice Chancellor on the specific recommendations of the Head of the Department.

(ii) Process of Evaluation

(b)(i) Theory Papers

Semester examination shall be conducted by the university as mentioned in the academic calendar of the department. The question paper will be set by examiners appointed by the Vice-Chancellor based on the recommendation of the board of studies. The University will decide the pattern of the question paper. The weightage of this examination will be 80%.

(ii)Sessional Examination

The subject teacher shall conduct sessional examinations to each theory paper. The questions will be short and long answer type. The weightage of this examination will be 20%. Sessional are to be conducted by consulting faculties, round the session by the consent of HOD with a deadline to submit their marks till last week of Dec/April to the HOD. Three sessional are to be conducted by each faculty for each paper. Sessional marks will be awarded as average of the two best sessional performed by each student. If any student does not appear in the sessional examination before the commencement of the semester examination he/she would not normally be allowed to appear in the annual examination. Except on payment of the penalty as per University rules for sessional examination, he/she can send an application to the Head of the concerned department on whose recommendation the Vice-Chancellor can give approval to appear in the examination.

(b)Practical Examination

Practical examination will be conducted by the examiners appointed by Vice-Chancellor on the recommendations of the course committee / Board of Studies. Each student has to present the practical records.

(c)Educational Tour

There will be an educational tour for visiting important libraries other than local ones, to give adequate practical knowledge of different techniques adopted by different types of libraries. It is compulsory for M.Lib.I.Sc. Students to participate in the educational tour at their own expenses.

(iii) Qualifying Marks and Promotion

The minimum passing marks shall be 50% in the aggregate for M.Lib.I.Sc. of the maximum marks. The minimum pass marks 35% will have to be obtained in theory, sessional, practical and viva individually. On the basis of percentage of total marks secured in the aggregate by a candidate he/she shall be awarded a division, as detailed below:

- (a) Third Division 40 % or more than but less than 50%
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(iv) Declaration of results and award of degree

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(v) Back-Paper and Improvement

A student who pass in aggregate but fails to secure 35% marks in maximum of two papers, he/she shall be prescribed to clear the paper/papers by taking a back paper examination on deposition of prescribed fee. This examination shall be conducted along with the main examination or as per the schedule given by the university. A student has to clear all papers in two subsequent attempts only. The students who fails in aggregate or do not obtain 35% marks in more then two papers will have to appear as ex-student. Their marks of internal assessment will be carried or ward. A candidate may be allowed only one chance to improve his/her division in

maximum up to two papers in next main examination. In M.Lib.I.Sc. Course the candidate can improve his/her percentage to obtain 55% marks.

(vi) Ex-Student

In case a student fails in the examination, as per relevant provision he/she may be allowed to re-appear in subsequent examination as an ex-student, without attending classes. He/she shall be required to appear & clear all papers, practical, exam. As per provision of the syllabus in that year.

(vii) Scrutiny

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(ii) Relaxation of 5 % marks to SC/ST Candidates for eligibility.

4. Medium of Instruction and Examination- English / Hindi

5. Fee-

(iii) Tuition and other fee-

As prescribed by the University from time to time

(ii) Refund of fees-

- (e) Request for refund of fee should be made to the Vice-Chancellor, Bundelkhand University within three weeks of deposition of the fees. On approval such candidate shall be entitled for refund of 50% of the prescribed fee.
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(iii) Qualifying Marks and Promotion

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