Syllabus for M.Phil. and Ph.D. Entrance Test

Second Floor, Tutorial Building,
University of Delhi, Delhi-110007
Phone No.: 011-27666656
Website: http://dlis.du.ac.in
The Entrance Test is designed to assess the knowledge and critical thinking gained by the candidate during Master of Library and Information Science. It also seeks to gauge his/ her research aptitude to undertake advanced research in the domain of Library and Information Science.

**Paper M-101: INFORMATION SYSTEMS AND PROGRAMMES**

**UNIT – I: Information Systems and Organisations**
Information Organisation as a System: Basic Concepts, Types and Characteristics of an Information System
Kinds of Information System: Libraries, Documentation Centres and Information Centres
Data Centres, Information Analysis Centres, Referral Centres and Clearing Houses
Archives and Translation Pools: Functions and Services

**UNIT – II: National Information System and Policy**
Planning and Design of National Information System
National Information Policy National Information Systems: NISCAIR, DESIDOC, NASSDOC, SENDOC, NDCMC, ENVIS, etc.

**UNIT – III: Global Information Systems**
Programmes and Activities of UNESCO, UNISIST & IFLA,INIS, AGRIS, INSPEC & MEDLARS, etc.

**UNIT – IV: Resource Sharing, Library Networks and Library Consortia**
Programmes and Activities of INFLIBNET and DELNET
CSIR E-Journals Consortium, UGC-INFONET Digital Library Consortium

**UNIT – V: Information Services and Information Products**
Information Services
Documentation Services, Translation Services
CAS, SDI, Document Delivery Service, Alert Services and INTERNET Services

**Paper M-102: ADVANCED KNOWLEDGE ORGANISATION: CLASSIFICATION (Practical)**

**UNIT- I: Fundamentals of UDC**
Introduction to *Universal Decimal Classification* (Latest Edition): Structure, Principles and Organisation
Classification of Simple and Compound Subject Documents

**UNIT- II: Advance Applications of UDC**
Introduction to Common Auxiliaries and Special Auxiliaries
Application of Common Auxiliaries, Special Auxiliaries, Devices, etc.
Classification of Complex Subject Documents
Paper M-103: ADVANCED KNOWLEDGE ORGANISATION: CATALOGUING (Practical)

Cataloguing of Non Book Material and Electronic Resources According to AACR (Latest Edition)

UNIT–I: Non-Book Materials
Complexities of Periodicals
Manuscripts
Cartographic Materials
Microforms Graphic Materials

UNIT–II: Electronic Resources
Sound Recordings
Motion Pictures
Video Recordings
Computer Files
Web Resources

Paper M-104: INFORMATION AND COMMUNICATION TECHNOLOGY APPLICATIONS IN LIS (Theory)

UNIT–I: Web Technologies in Libraries
Implication of WWW on Library Websites, Web OPACs
Web 2.0 and Web 3.0: Features and Functions
Web Directories, Subject Gateways, Library Portals, etc.
Weblogs (blogs), Podcasts, RSS Feeds, Instant Messaging, Wikis, Flickr, etc.

UNIT–II: Integrated Library Automation and Networking Software
Open Source Library Software and Applications
Web based Library Management Software
Library Software Securities Parameters
Virtual Library

UNIT–III: Multimedia and Institutional Repositories
Multimedia Applications in Libraries
Image Creation using Photoshop and Corel Draw etc.
Institutional Repositories: Greenstone Digital Library, DSpace, and E-prints, etc.

UNIT–IV: Introduction of Networks
Types of Networks: Network Components, Categories, LAN Standards and Inter-Network
Wireless Networking and Emerging Networking Technologies
Data Networks: Integrated Services Digital Network (ISDN), Digital Subscribers Line (DSL), Asynchronous Transfer Mode (ATM), etc. Network Software: Network Operating Systems, Domain Name System and Network Management Systems, etc.
OSI Network Model and TCP/IP Reference Model.

UNIT–V: Emerging Technologies in Libraries
RSS Feeds Technology and Libraries
Library Security Technology: RFID, Barcode, Smart Card and CCTV, etc.
Video Conferencing and Audio Conferencing
Paper: M-105: 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

UNIT–II: Types of Research Methods
Historical, Survey and Experimental
Case Study
Scientific Research and Statistical Research etc.

UNIT–III: Research Techniques
Research Techniques and Tools: Questionnaire, Interview, Observation, Schedule and Check-list, etc.
Library Records and Reports

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.

UNIT–V: Metric Studies and Style Manuals
Scientometrics, Informetrics and Webometrics
Manual Structure, Style, Contents - ISI, MLA, APA, Chicago, etc.

Paper M-106: MARKETING OF LIBRARY AND INFORMATION PRODUCTS AND SERVICES

UNIT–I: Fundamental Concepts
Needs, Objectives and Philosophy
Marketing Environment: Producer, Consumer – Buyer Behaviour
Marketing Information System
Market Segmentation Marketing Mix

UNIT–II: Strategies and Techniques
Strategic Planning
Marketing Research
Marketing Process
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
Electronic Marketing

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

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

Paper M-107: INFORMATION AND COMMUNICATION TECHNOLOGY APPLICATIONS IN LIS (Practical)

UNIT–I: Website Designing and Navigational Tools
Designing Static and Dynamic Library Websites
Designing Mobile Websites
Developing Web Directories, Subject Gateway and Library Portals
Designing and Developing Library Blogs, RSS Feeds, Wikis and Flickr etc.
Image Creation using Photoshop, Corel Draw, etc.

UNIT–II: Integrated Library Management Systems and Institutional Repositories
Installation and Configuration, Hands on Functional Modules of an Integrated Library Management System (Open Source)
Web based Library Management Software
Installation and Configuration, Hands on Collection Building using GLI in Local and Web Library Modes and Metadata Creation
Customization of Green stone Digital Library Software

UNIT–III: Audio and Video Conferencing
Audio Conferencing
Video Conferencing

UNIT–IV: Advanced Searching and Metadata Creation
Downloading MARC 21 Records using Z39.50 Protocol
Federated Search
Creation of Metadata
Paper M-108: INFORMATION STORAGE AND RETRIEVAL SYSTEM

UNIT–I: Fundamental Concepts
Concept, Characteristics, Objectives, Types, Operations and Design
Compatibility of ISAR System
Information Retrieval Process and Search Strategy
Evaluation of ISAR System
Vocabulary Control Tools: Classification Schedules, Subject Heading Lists and Thesaurus
Need, Structure and Construction of Thesaurus
Principles and Evolution of Bibliographic Description

UNIT–II: Knowledge Management
Introduction to Indexing Systems
Introduction to Indexing in Corporate System
Introduction to Indexing in Research System

UNIT–III: Bibliographic Description
Rules for Bibliographic Description
Standards for Bibliographic Record Formats
Metadata Concept
Metadata Standards: Dublin Core, MARC 21, etc.

UNIT–IV: 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 Search Engines
Data Mining, Data Harvesting and Semantic Web Knowledge Management Retrieval

Paper M-109: INFORMATION LITERACY APPLICATIONS IN LIS

UNIT–I: Fundamental of Information Literacy
Concept, Need and Objectives
Areas of Information Literacy
Standards and Models in Information Literacy
Role of Institution in Information Literacy

UNIT–II: Information Literacy Programmes
Scope of Information Literacy Programme
National Programmes in Information Literacy
International Programmes in Information Literacy

UNIT–III: Methodology of Information Literacy
Information Literacy Products: Library Brochure, Database Brochure, Web-based Access Instructions, Information Bulletin
Designing of Information Literacy Programme
Implementation of Information Literacy Programmes

UNIT–IV: Application of Information Literacy in Library and Information Centres
Information Literacy for Users
Information Literacy for Professionals
Information Literacy for Research and Development

UNIT-V: Trends in Information Literacy
Web based Information Literacy System
OPAC Information Literacy System
Life Long Learning System

Paper M-110 (a): PUBLIC LIBRARY AND INFORMATION SYSTEM

UNIT–I: Public Libraries and their Development
Objectives and Functions
History and Development of Libraries with Special Reference to India
Role of Public Libraries in Society
Agencies and their Role in Promotion and Development of Public Libraries in India

UNIT–II: Collection Development and Management
Periodicals, Conference Literature, Grey Literature and Government Publications
Non-Book Materials
Electronic Sources and Online Databases

UNIT–III: Library Organization and Administration
Organizational Structure
Staff Manual, Library Surveys, Statistics and Standards, etc.

UNIT–IV: Information Services
CAS, SDI, Abstracting and Indexing Services
Library Bulletin, Newspaper Clipping Services
Computerized Services
Resource Sharing and Networking

UNIT–V: Financial and Human Resource Management
Determination of Finance, Sources of Finance
Types of Budget
Nature, Size, Selection, Recruitment, Qualification and Training
Responsibilities and Duties
Competency Development

Paper M-110 (b): ACADEMIC LIBRARY AND INFORMATION SYSTEM

UNIT–I: Academic Libraries and their Development
Objectives and Functions
History and Development of Libraries with Special Reference to India
Role of Libraries in Formal and Non-Formal Education System
UGC and its Role in the Development of College and University Libraries

UNIT–II: Collection Development and Management
Periodicals, Conference Literature, Grey Literature and Government Publications
Non-Book Materials
Electronic Resources and Online Databases
UNIT–III: Library Organization and Administration
Organizational Structure
Staff Manual, Library Surveys, Statistics and Standards, etc.

UNIT–IV: Information Services
CAS, SDI, Abstracting and Indexing Services
Library Bulletin, Newspaper Clipping Services
Computerized Services
Resource Sharing and Networking: INFLIBNET, UGC-INFONET Digital Library Consortium, etc.
Information Literacy Programmes

UNIT–V: Financial and Human Resource Management
Determination of Finance, Sources of Finance
Types of Budget
Nature, Size, Selection, Recruitment, Qualification and Training
Responsibilities and Duties
Competency Development

Paper M-110(c): RESEARCH & TECHNICAL LIBRARY AND INFORMATION SYSTEM

UNIT-I: Research and Technical Libraries and their Development
Objectives and Functions
History and Development of Libraries with Special Reference to India
Role of Special Libraries and its Relationship with Parent Organization
Types and Functions of Special Libraries
Agencies and their Role in the Promotion and Development of Research and Technical Libraries

UNIT-II: Collection Development and Management
Periodicals, Conference Literature, Grey Literature, Patents, Standards, Specifications and Government Publications
Non-Book Materials
Electronic Resources and Online Databases

UNIT-III: Library Organization and Administration
Organizational Structure
Staff Manual, Library Surveys, Statistics and Standards, etc.

UNIT-IV: Planning and Organization of Various Information Services
CAS, SDI, Abstracting and Indexing Services
Library Bulletin, Newspaper Clipping Services
Computerized Services
Resource Sharing and Networks: RLIN, OCLC etc.

UNIT - V: Financial and Human Resource Management
Determination of Finance, Sources of Finance
Types of Budget
Nature, Size, Selection, Recruitment, Qualification and Training
Responsibilities and Duties
Competency Development

**Paper M-110 (d): HEALTH SCIENCE LIBRARY AND INFORMATION SYSTEM**

UNIT–I: Health Science Libraries and their Development
Objectives and Functions
History and Development of Libraries with Special Reference to India
Role of Medical Libraries
Information Policies in Health and Family Welfare
Agencies and their Role in the Promotion and Development of Medical Libraries in India

UNIT–II: Collection Development and Management
Periodicals, Conference Literature, Grey Literature, Patents, Standards, Specifications and Government Publications
Non-Book Materials
Electronic Resources and Online Databases

UNIT–III: Library Organization and Administration
Organizational Structure
Staff Manual, Library Surveys, Statistics and Standards etc.

UNIT–IV: Information Services
CAS, SDI, Abstracting and Indexing Services
Library Bulletin, Newspaper Clipping Services
Computerized Services
Resource Sharing and Networking
Information Literacy Programmes

UNIT–V: Financial and Human Resource Management
Determination of Finance, Sources of Finance
Types of Budget
Nature, Size, Selection, Recruitment, Qualification and Training
Responsibilities and Duties
Competency Development

**Paper M-110(e): AGRICULTURAL SCIENCES LIBRARY AND INFORMATION SYSTEM**

UNIT–I: Agricultural Science Libraries and their Development
Objectives and Functions
History and Development of Libraries with Special Reference to India
Role of ICAR, Committees and Other Agencies in the Development of Agricultural Libraries in India

UNIT–II: Collection Development and Management
Periodicals, Conference Literature, Grey Literature, Patents, Standards, Specifications and Government Publications etc.
Non-Book Materials
Electronic Resources and Online Databases
UNIT–III: Library Organization and Administration
Organizational Structure
Staff Manual, Library Surveys, Statistics and Standards etc.

UNIT–IV: Information Services
CAS, SDI, Abstracting and Indexing Services
Library Bulletin, Newspaper Clipping Services
Computerized Services
Resource Sharing and Networking: AGRIS, INAGRIS, CABI, etc.
Information Literacy Programmes

UNIT–V: Financial and Human Resource Management
Determination of Finance, Sources of Finance
Types of Budget
Nature, Size, Selection, Recruitment, Qualification and Training
Responsibilities and Duties
Competency Development

**Paper M-110 (f): ENGINEERING & TECHNOLOGICAL LIBRARY AND INFORMATION SYSTEM**

UNIT–I: Engineering and Technological Libraries and their Development
Objectives and Functions
History and Development of Libraries with Special Reference to India
Role of Engineering and Technological Libraries
Role of Agencies in the Growth and Development of Engineering and Technological Libraries in India

UNIT–II: Collection Development and Management
Periodicals, Conference Literature, Grey Literature, Patents, Standards, Specifications and Government Publications
Non-Book Materials
Electronic Resources and Online Databases

UNIT–III: Library Organization and Administration
Organizational Structure
Staff Manual, Library Surveys, Statistics and Standards, etc.

UNIT–IV: Information Services
CAS, SDI, Abstracting and Indexing Services
Library Bulletin, Newspaper Clipping Services
Computerized Services
Resource Sharing and Networking: INDEST – AICTE Consortium
Information Literacy Programmes

UNIT–V: Financial and Human Resource Management
Determination of Finance, Sources of Finance
Types of Budget
Nature, Size, Selection, Recruitment, Qualification and Training
Responsibilities and Duties
Competency Development
Paper M-111 (a): PRINT, ELECTRONIC SOURCES AND LITERATURE IN HUMANITIES

UNIT–I: Historical Development
Scope of the Discipline and its Development
Research Trends in Humanities: Religion, Philosophy, Fine Arts and Literature

UNIT–II: User Studies and Information Seeking Behaviour
Information Needs of Users
Information Seeking Behaviour
User Studies: Importance, Objectives and Types
Planning User Survey
Methods of User Service

UNIT–III: Information Sources and Evaluation
Primary, Secondary and Tertiary Sources
Evaluation of Secondary Sources: Print and Electronic Resources

UNIT–IV: Databases and Internet Services
Networked and Distributed Databases
Consortia and Subject Gateways
Internet Resources and Services

UNIT–V: Role of Contributors and Institutions
Activities of Research Institutions and Professional Organisations in the Growth and Development of Humanities with Particular Reference to India, UK and USA
Contributions made by the Prominent Thinkers in the field of Religion, Philosophy, Fine Arts and Literature

Paper M-111 (b): PRINT, ELECTRONIC SOURCES AND LITERATURE IN NATURAL SCIENCES

UNIT–I: Historical Development
Scope of the Discipline and its Development
Research Trends in Natural Sciences: Physical and Biological Sciences

UNIT–II: User Studies and Information Seeking Behaviour
Information Needs of Users
Information Seeking Behaviour
User Studies: Importance, Objectives and Types
Planning User Survey
Methods of User Service

UNIT–III: Information Sources and Evaluation
Primary, Secondary and Tertiary Sources
Evaluation of Secondary Sources: Print and Electronic Resources

UNIT–IV: Databases and Internet Services
Networked and Distributed Databases
Consortia and Subject Gateways
Internet Resources and Services

UNIT–V: Role of Contributors and Institutions
Activities of Research Institutions and Professional Organisations in the Growth and Development of Natural Sciences with Particular Reference to India, UK and USA
Contributions made by the Prominent Natural Scientists in the field of Physical and Biological Sciences

Paper M-111 (c): PRINT, ELECTRONIC SOURCES & LITERATURE IN SOCIAL SCIENCES

UNIT–I: Historical Development
Scope of the Discipline and its Development
Research Trends in Social Sciences: History, Political Science, Economics and Sociology

UNIT–II: User Studies and Information Seeking Behaviour
Information Needs of Users
Information Seeking Behaviour
User Studies: Importance, Objectives and Types
Planning User Survey
Methods of User Service

UNIT–III: Information Sources and Evaluation
Primary, Secondary and Tertiary Sources
Evaluation of Secondary Sources: Print and Electronic Resources

UNIT–IV: Databases and Internet Services
Networked and Distributed Databases
Consortia and Subject Gateways
Internet Resources and Services

UNIT–V: Role of Contributors and Institutions
Activities of Research Institutions and Professional Organisations in the Growth and Development of Social Sciences with Particular Reference to India, UK and USA
Contributions made by the Prominent Social Scientists in the field of History, Political Science, Economics and Sociology.