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***Scheme of Studies***

***for***

***M. Phil Programme***

***in***

***Library and Information Science***

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***DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE***

***UNIVERSITY OF PESHAWAR***

**SCHEME OF STUDIES (30 CREDIT HOURS)**

**Core Courses Title of the Course Credit Hours**

LIS-711 Theoretical Foundations of Library & Information Science 03

LIS-712 Research Methods in Library & Information Science 03

LIS-721 Library and Information Science Education 03

LIS-722 Marketing of Library Services and Products 03

**Related Courses**

The M.Phil research scholar would take two related courses of 03 credit hours in any of the related field including Archaeology, Psychology, Management Sciences, Computer Science, Political Science, Gender Studies, Sociology, Social Work, Social Anthropology, Law, Geography, and Islamic Studies or any other as per the field of research of the M.Phil scholar.

**Optional Courses Title of the Course Credit Hours**

LIS-713 Emerging Technologies Applications in LIS 03

LIS-714 Communication Skills for Information Professionals 03

LIS-715 Information Literacy 03

LIS-716 Intellectual Property Rights 03

LIS-723 Research Seminar in Library and Information Science 03

LIS-724 HRM in Libraries and Information Centers 03

LIS-725 Advanced Statistical Application in LIS Research 03

LIS-726 Archive Management and Preservation 03

 Thesis Writing 06

**Total Credit hours** **30**

**SCHEME OF STUDIES (30 CREDIT HOURS)**

***CORE COURSES***

**LIS-711: Theoretical Foundations of Library & Information Science (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To provide an overview of the disciplines of Library & Information Sciences
* To introduce the major current issues in library and information science
* To acquaint with new tools regarding current and emerging practices of Information Science
* To study the past, present and future of librarianship
* To study various types of libraries and their management programmes
 |

**Course Contents**

Philosophical and epistemological foundations of LIS, Purpose and role in society; Library education; Growth as a discipline and profession; Models, Laws and Theories of Information Science; Information society; Information theory; Communication theory; Economics of information; Information management; Information systems and services; Information policy; Information Behaviors; Future trends.

**Suggested Reading:**

Ameen, K. (2005). Developments in the philosophy of collection management: A historical review. *Collection Building*, 24(4), 112-116

Anwar, M. A. (2009). What’s in a name? *Information Outlook,* 13(5), 22-26.

Bawden, D. & Robinson, L. (2012). *Introduction to Information Science*. London: Facet Publishers.

Buschman, J. E. (2003). *Dismantling the public sphere: Situating and sustaining librarianship in the age of the new public philosophy.* London: Libraries Unlimited.

Dick, A. L. (1999). Epistemological positions and library and information science. *The Library Quarterly,* 69(3), 305-323.

Fernandez, B. F. (2014). The Information Society: A Study of Continuity and Change. *Public Services Quarterly*, 10(1), 24-25.

Nitecki, J. Z. (1993). Metalibrarianship: A Model for Intellectual Foundations of Library and Information Science. Retrieved January 12, 2016, from <http://twu.library/Nitecki/Metalibrarianship>

Rubin, R. E. (2010). *Foundations of Library and Information Science*. (3rd ed). New York: Neal- Schuman Publishers.

Thompson, J. (1974). *Library power: a new philosophy of librarianship*. London: Mc Milan.

Note: - Teacher may suggest books, journals and websites where necessary.

**LIS-712: Research Methods in Library & Information Science (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To understand some basic concepts of research and its methodologies
* To identify appropriate research topics
* To select and define appropriate research problem and parameters in the field of LIS
* To familiarize the student with the nature of research and scientific writing
* To empower the student with the knowledge and skills they need to undertake a research project
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**Course Contents**

Nature and purpose of research; Ethics in research, research philosophy and methodology, Comparative research in library and information science, research processes literature review developing theoretical and conceptual framework. Research question and hypotheses research designs and methods reliability and validity of the measurement scale, sampling techniques, data collection, data analysis techniques, writing research proposal, and the thesis.

**Suggested Readings:**

Beck, S. E. and Manuel, K. (2008). *Practical research methods for librarians and information professionals.* New York: Neal-Schuman Publishers.

Connaway, [L. S](https://www.amazon.com/Lynn-Silipigni-Connaway/e/B003CP9UB0/ref%3Ddp_byline_cont_book_1).& Powell, R. R. (2010). *Basic research methods for librarians.* New York:

 ABC- CLIO.

Goodman, V. D. (2011). *Qualitative research and the modern library*. Oxford: Chandos

 Publishing.

Gorman, G. E. and Clayton, P. (2005). *Qualitative research for the information professionals: A practical handbook*. (2nd ed.). London: Facet Publishing

Janesick, V. J. (2011). *Stretching Exercises for Qualitative Research.* (3rd ed.). London: Sage Publications.

Mills, G. E. and Gay, L. R. (2015). *Educational research: Competencies for analysis and applications.* (11th ed.). New Jersey: Pearson Education Ltd.

Patton, M. Q. (2015). *[Qualitative research and evaluation methods: Integrating theory and](http://www.worldcat.org/title/qualitative-research-evaluation-methods-integrating-theory-and-practice-the-definitive-text-of-qualitative-inquiry-frameworks-and-options/oclc/890080219%26referer%3Dbrief_results)*

 *[practice](http://www.worldcat.org/title/qualitative-research-evaluation-methods-integrating-theory-and-practice-the-definitive-text-of-qualitative-inquiry-frameworks-and-options/oclc/890080219%26referer%3Dbrief_results)*. California: Sage Publications.

Saldana, J. (2015). *The coding manual for qualitative researches.* London: Sage Publications.

Woodwell, D. (2014). *Research foundations how do we know what we know.* London: Sage Publications.

**Note:** - Teacher may suggest books, journals and websites where necessary.

**LIS-713: Emerging Technology in Library and Information Science (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To prepare students theoretically and practically in the field of library profession for quick and easy access to the jumbled information
* To prepare students to work creatively and productively in digital environment
* To focus on technologies and services around digital data in web information context
* To overview technologies supporting the life cycle of digital data
* To overview services built around digital data in current networked professional environments.
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**Course Contents**

Emerging Technology, social media , gadgets and their uses, cloud computing for library data and services, perspectives on technologies, users expectations, evaluation of technological based services and resources, security and encryption, Evaluating, reflecting and sharing experience.

**Suggested Readings:**

Booth, C. (2009). *Informing innovation: tracking students’ interest in emerging library technologies at Ohio University*. Ohio: Association of Colleges & research Libraries.

Broadbent, M. (1997). The emerging phenomenon of knowledge management. *The Australian library journal,* 46(1), 6-24.

Burns, D. M. (2015). Emerging Technologies: A Primer for Librarians. *Journal of Library Innovation,*6(2), 111-112.

Federer, L. (2014). Exploring New Roles for Librarians: *The Research Informationist*.  1(2),

 1-47.

Kajewski, M. A. (2006). Emerging technologies changing public library service delivery models. *Australian public libraries and information services* 19 (4), 157-169.

Koschmann, T. D. (1996). *CSCL, theory and practice of an emerging paradigm*. New York: Routledge.

Yang, S. Q., & Li, L. (2015). *Emerging Technologies for Librarians: A Practical Approach to Innovation*. New Delhi: Chandos Publishing.

**Note: -** Teacher may suggest books, journals and websites where necessary.

**LIS-714: Communication Skills for Information Professionals (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To learn and practice principles essential to good oral and written communication
* To gain useful and pragmatic strategies for communicating in a variety of workplace situations
* To speak, write, and listen with increased confidence and competence
* To develop personal presence and greater self-trust
* To learn how to communicate with management and users for the cause of the organization
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**Course Contents**

Basic models of the communication process; Verbal and non-verbal communication; Interpersonal communication; Interviewing; Small group communication; Organizational communication; Oral presentation skills; Technical writing; Job applications; Document design; Writing technical instructions; Writing proposals; Letters; Formal & informal reports; Documentation & citation.

**Suggested Reading:**

Bell, S. (2015). Six key communication skills for records and information managers. *The Australian Library Journal*, 64(3), 253-254.

Chambers, H. E. (2001). *Effective communication skills for scientific and technical professionals*

 London: Basic Books.

Jain, A. K. (2014). *Professional communication skills*. New Delhi: S. Chand & Company Ltd.

Kumar, S. & Lata, P. (2011). *Communication skills.* New Delhi: Oxford University Press.

Morris, B. (2000). *Communication skills for library managers and information professionals.* London: Library Association.

Ross, C. S.& Nilsen, K. (2013). *Communicating professionally: A how-to-do-it manual for librarians.* (3rd ed.). New York: Neal-Schuman.

Note: - Teacher may suggest books, journals and websites where necessary.

**LIS-715: Information Literacy (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To identify key concepts and terms required to locate information.
* To examine and assess potential resources specific to research purpose.
* To differentiate among keywords, subject headings, and other meta-data fields.
* To implement a variety of information search strategies.
* To use full array of library services to retrieve information.
* To cite sources using appropriate documentation style, without plagiarism or misrepresentation.
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**Course Contents**

Theories, process, and practical applications of information literacy. Development of information literacy programs for libraries, community agencies, business, education, and other information settings. Explores the integral relationship between technology and information literacy. Assessment and evaluation of information literacy programs.

**Suggested readings:**

Andretta, S. (2005). *Information literacy: A practitioner’s guide.* Oxford: Chandos Publishing.

Avery, E. F. (2003). *Assessing student learning outcomes for information literacy instruction in academic institutions.* New York :Association of College & Research Libraries.

Eisenberg, M. B., Lowe, C. A. & Spitzer, K. L. (2004). *Information literacy: Essential skills for the information age*. New York: Greenwood Publishing Group

Mackey, T. P. & Jacobson, T. E. (2014). *Metaliteracy: Reinventing information literacy to empower learners.* New York: American Library Association.

Russell, F. (2013). Rethinking information literacy: A practical framework for supporting learning. *Australian Academic and Research Libraries*, 44(4), 253-254.

Taylor, J. (2005). *Information literacy and the school libraries media center.* London: Libraries Unlimited.

Walton, G. & Pope, A. (2011). *Information literacy: Infiltrating the agenda, challenging minds.* New York: Elsevier.

**Note: -** Teacher may suggest books, journals and websites where necessary.

**LIS-716: Intellectual Property Rights** **(03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To stimulate the creation and growth of intellectual property by undertaking relevant measures
* To make students aware of the need and responsibility to protect new knowledge generated through IP rights
* To discuss rights of the creator/ author
* To discuss open access, open data, open education in the digital era
* To understand intellectual property, copyright and fair use of information.
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**Course Contents**

Concepts, legislation, and case law about censorship, freedom of access to information, privacy, copyright, professional liability, and other issues. Legal implications and safeguards. Origins, development, evolution, and pivotal role of copyright, fair use, and related issues in 21st century information, legal, policy, and economic framework. Pakistan copy right ordinance 1962, IPO-Pakistan. Key and emerging issues such as public domain, orphan works, Section 108 exceptions for libraries and archives, licensing, recent statutory legislation and case law, and international copyright. Alternative protection schema, such as Open Access and Creative Commons.

**Suggested Readings:**

Burshtein, S. (2000). *Corporate Counsel Guide to Intellectual Property Law*. Aurora :Canada

 Law Book.

Correa, C. M. (1999). *Intellectual property rights and the use of compulsory licenses: options for developing countries.* Geneva: South Centre.

Dutfield, G. & Suthersanen, U. (2008). *Global intellectual property law*. London: Edward Elgar Publishing.

Ghosh, S., Gruner, R., Kesan, J. P. & Reis, R. I. (2007). *Intellectual property: Private rights, the public interest, and the regulation of creative activity.* London: John Willey.

Heath, C. (2003). *Intellectual property law in Asia.* London: Kluwer Law International.

May, C. & Sell, S. K. (2006). *Intellectual property rights: A critical history.* Boulder: Lynne Rienner Publishers.

Vaver, D. (2011). *Intellectual property law: copyright, patents, trade-marks*. London: Mc Graw Hill

**Note: -** Teacher may suggest books, journals and websites where necessary.

**LIS-721: Library and Information Science Education (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To explain various aspects of library and information science education.
* To explain the trends in library and information science education at national and international levels,
* To understand some basic concepts of educational technologies.
* To familiarize with the curriculum design: methodology, teaching techniques and evaluation of student performance.
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**Course Contents**

Foundation of education, Sociology of library and information science education, Trends in library and information science education at national and international levels, Level of courses in education for librarianship and their objectives, Curriculum design: methodology, teaching techniques and evaluation of student performance, Introduction to educational technologies, Faculty development, Development of research programme in library and information science

**Recommended Readings:**

Reitz, Joan M. (2004).[Library School](http://lu.com/odlis/odlis_l.cfm) in ODLIS — Online Dictionary for Library and

 Information Science.

Mulvaney, John P(2003). Come Together for LIS Education.  *Prism - the Office for*

 *Accreditation Newsletter*, 11(1).

Yontz, E. (2003).How You Can Help Save Library Education. *American Libraries*, 34(1), 42.

George S. Bobinski (2007). *Libraries and Librarianship: Sixty Years of Challenges and Change,*

 *1945-2005*

Malan, S.I. (1973). *Library & Information Science: educational issues*. Pretoria: University of

 South Africa.

Ismail Abdullah, A. Y. Asundi & C.R. Karisiddappa. (2014). *LIS education in developing*

 *countries: the road ahead*. Berlin: De Gruyter Saur

Schur, Herbert and Sauders, W. L.(latest edition) *Education and training for scientific and*

 *technological library and information work.* London: H.M.S.O.

Fang, Josephine Riss.& Stueart, Robert. D. (1995) *World guide to library, archive, and information education*. Munchen: New Providence.

**Note:** - Teacher may suggest books, journals and websites where necessary.

**LIS-722: Marketing of Library Services and Products (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To make students aware about marketing basic theories
* To explore marketing and advocacy in libraries today
* To present an overall concepts of marketing, public relations and advocacy
* To know the methods of how to advertise the services of the libraries.
 |

**Course Contents**

Marketing: Mission, Goals & Objective: the information Marketing: Customers: Information Product and Services Marketing; Building Customer Relationships: Marketing Communications: Pricing: market Research: Marketing Strategy and Planning: e- marketing and social media as promotion tools. Information services marketing.

**Suggested readings:**

Asghar, M. B. & Bhatti, R. (2012). *Marketing of Library and Information Services and*

 *Products: Right Service to the Right User.* Germany: LAP LAMBERT Academic

 Publishing.

Das, B. K. & Karn, S. K. (2008). Marketing of library and information services in global era: a current approach. *Webology*, 5(2), 56.

Gupta, D. K., Koontz, C. & Massisimo, A. (2014). *Marketing library and information services:*

 *A global outlook.* Berlin: IFLA.

Gupta, D. K. (2003). Marketing of library and information services: building a new discipline for library and information science education in Asia. *Malaysian Journal of Library and Information Science*, 8(2), 95-108.

Madhusudhan, M. (2008). *Marketing of library and information services and products in*

 *university libraries: a case study of Goa university library*. New Dehi: Ess Ess

 Publications

Porter, N. (2012). *The Library Marketing Toolkit.* London: facet Publishing.

Shontz, M. L., Parker, J. C. & Parker, R. (2004). What do librarians think about marketing? A survey of public librarians’ attitudes toward the marketing of library services. *The Library*, 74(1).112-123

**Note: -** Teacher may suggest books, journals and websites where necessary.

**LIS-723: Research Seminar in Library & Information Science (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To present a general overview of the entire research, research principles, methods, techniques, etc.
* To Stimulate discussion among the students regarding the different issues related to Library Profession
* To motivate the students to engage in research work on self-regulatory basis
* To explore new research from a range of academic discipline which sheds light on the questions and answers
* To bring together seminar participants for the promotion of librarianship in the country and worldwide
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**Course Contents**

Major problems, trends and developments in education and practice of Library and Information Science; Critical survey of current and classic research findings; Students shall develop their plans for theses subject to criticism by other students and faculty. Writing a research proposal and writing critiques.

**Suggested Readings:**

Denicolo,  [P.](https://www.amazon.com/Pam-Denicolo/e/B0034Q8QU8/ref%3Ddp_byline_cont_book_1)& Becker,  [L.](https://www.amazon.com/s/ref%3Ddp_byline_sr_book_2?ie=UTF8&text=Lucinda+Becker&search-alias=books&field-author=Lucinda+Becker&sort=relevancerank) (2012). *Developing research proposals*. New Delhi: Sage

 Publications Ltd

Federer, L. (2014). Exploring new roles for librarians: *The research Informationist.*  1(2), 1-47.

Henry, D.B. & Neville, T.M. (2004). Research Publication and Service patterns of Florida

 Academic Librarians. *The Journal of Academic Librarianship*, 30 (6).

Koufogiannakis, D. & Crumley, E. (2006). Research in librarianship: Issue to consider. *Library*

 *Hi Tech*, 24 (3)

Nims, J. K. and Andrew, A. (Eds.). (2001). *Library User Education in the New Millennium: Blending Tradition, Trends, and Innovation: Papers presented at the twenty-seventh* NationalLOEX Library Instruction Conference held in Houston, Texas, 11-13 March, 1999 (No. 31). Houston: Pierian Press.

O’Connor, D.O. & Park, S. (2001). Crisis in LIS Research capacity. *Library & Information*

 *Science Research,* 23.

Powell, R.R. , Baker, L.M. & Mika, J.J. (2002). Library and Information Science Practitioners

 and Research. *Library & Information Science Research.* 24.

Schwarts, C.A. (1991). Research productivity and publication output: An interdisciplinary

 analysis. *College & Research Libraries,* 52, 414-424.

**Note:** - Teacher may suggest books, journals and websites where necessary.

**LIS-724: HRM in Libraries and Information Centers (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * To discuss human resource management focusing on academic libraries
* To cover the areas of Strategic planning, equal opportunities, recruitment, staff appraisal, quality of working life, motivation, job satisfaction, leadership, etc.
* To provide theory and practice of employees training systems
* To provide methods and techniques of policy making regarding resources of the organization.
* To develop and maintain a quality of work life
* To inculcate the team spirit, team work and inter-team collaboration
 |

**Course Contents**

Human Resource management defined concept & Historical perspective. HRM function (Staffing Training & Development. Motivation & Maintenance). HRM’s strategic in general setup HRM & its function applied to Libraries. HRM in Libraries with reference to Pakistani context. A critical review of literature published on HRM (national & International Scenario)

**Suggested Readings:**

Beach, D. S. (1980). Personnel: *The management of people at work*. New York: Macmillan.

 Publishing.

Evans, G.F and P.L (2004). *Beyond the basics the management guide for library and information professionals*, New York: Neal-Schuman Publication,

Gilley, J. W., Eggland, S. A. & Gilley, A. M. (2002). *Principles of human resource development.* London: Basic Books.

Martey, A. K. (2002). Appraising the performance of library staff in a Ghanaian academic library. *Library management*, 23(8/9), 403-416.

Nawe, J. (1992). Human resource for library and information services: problems and prospects. *Library management,* 13(1), 8-14.

Robbins, S. P., DeCenzo, D. A. & Coulter, M. K. (2008). *Fundamentals of management: essential concepts and applications.* Upper Saddle River, NJ: Pearson Prentice Hall.

Roknuzzaman, M. (2007). Status of human resource management in public university libraries in Bangladesh. *The International Information & Library Review*, 39(1), 52-61.

Sunan j. & Randall Schuler, (2000) *Managing human resource: A partnership perspective,*

 London: South Western College Publishing.

**Note:** - Teacher may suggest books, journals and websites where necessary.

**LIS-725: Advanced Statistical Application in LIS Research (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * Students will be able to discuss and explain what is statistical application and how it is used in the field of LIS
* To participate in online discussion about any topic or subject using skills developed in this course
* To understand the common statistical techniques and terminology used in studies that are presented in the popular journals
* Be able to use and understand the principal numeric and graphical techniques to display and summarize information related data
* Be familiar with the common probability distributions that are used in statistical inference
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**Course Contents**

Introduction to statistical methodology for data analysis. Application through working examples and computer assisted data analysis. Descriptive and inferential statistics including an introduction to statistics and research design frequency distribution. Visual display of data central tendency and variability sampling hypotheses testing t-test ANOVA correlation regression chi-square test, non- parametric test and an introduction to SPSS.

**Suggested readings:**

Berenson, M., Levine, D., Szabat, K. A. & Krehbiel, T. C. (2012). *Basic business statistics: Concepts and applications.* London: Pearson Higher Education.

Coakes, [S. J](http://eu.wiley.com/WileyCDA/Section/id-302479.html?query=Sheridan+J.+Coakes). &  [Ong](http://eu.wiley.com/WileyCDA/Section/id-302479.html?query=Clara+Ong), C. (2010). *SPSS: Analysis without anguish using SPSS version 18.0 for Windows*. New York: John Wiley & Sons, Inc..

Dattalo, P. (2008). *Determining sample size: Balancing power, precision, and practicality.*

 Oxford: Oxford University Press.

Field, A. (2009). *Discovering statistics using SPSS. Sage publications.* London. Sage

 Publications.

Field A. (2013). *Discovering statistics using IBM SPSS statistics.* London: Sage Publications.

Harris, R. J. (2001). *A primer of multivariate statistics.* New York: Psychology Press.

Joseph, F., Black, W. C., Babin, B. J. & Anderson, R. E. (2010). *Multivariate data analysis: A global perspective.* London: Pearson Education.

Levin R, I & Rubin, D.S (2008) *Statistics for management.* (7th.ed.). New York: Dorling

 Kindersley Pvt Ltd .

Orme, J. G. & Combs-Orme, T. (2009). *Multiple regression with discrete dependent variables.* Oxford: Oxford University Press.

Pallant, J. (2013). *A step by step guide to data analysis using IBM SPSS: survival manual.* New York: John Willey.

**Note: -** Teacher may suggest books, journals and websites where necessary.

**LIS-726: Archive Management and Preservation (03 Credit Hrs.)**

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| **OBJECTIVES OF THE COURSE** |
| * Students will be able to know about theoretical aspects of the subject
* To understand archives materials and its importance to the society
* To know the techniques of the management and use of archive material
* And know how to preserve archive material for upcoming generation
 |

**Course Contents**

Definition of archives. Public and private documents. History and origin of archives. Primary division of archives. Historical criticism of archives. Moral defense of archives. Archives arrangement: its objects, principles, procedures. The role of archivist. Repository management. Acquisition, appraisal, scheduling, organization and description. Reference and outreach. Archival association.

**Suggested readings:**

Ashraf Ali. (1993). *Tahafuz-e-Dastavizat wa kutub khana.* Islamabad: Muqtadara Qaumi Zuban.

Ashraf Ali & Masood Ahmad Khan (latest edition). *Conservation and Restoration of Archival*

 *Material.* Islamabad: National Archives of Pakistan

Chapman, Patricia.(latest edition) *Guidelines on preservation and conservation policies in he*

 *archives and libraries.* Paris: UNESCO

Petherbridge, G.(latest edition). *Conservation of library and archives materials and the graphic*

 *arts.* Boston: Butterwoths

Morow, C.C. (latest edition). *The preservation challenge: a guide to conserving library*

 *materials.* White Plains: knowledge Industry Publication

Harvey, Ross & Mahard, Martha R. (2014) *The preservation management hand book: a 21st*

 *century guide for libraries, archives and museum*. Melbourne: Rowman & Littlefield Publishers.

**Note: -** Teacher may suggest books, journals and websites where necessary.