

# VIDYASAGAR UNIVERSITY

Midnapore, West Bengal



*PROPOSED CURRICULUM&SYLLABUS (DRAFT) OF*

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**B.A. (HONOURS & HONS. WITH RESEARCH)  
MAJOR IN LIBRARY & INFORMATION STUDIES**

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**4-YEAR UNDERGRADUATE PROGRAMME**

*(w.e.f. Academic Year 2023-2024)*

*Based on*

**Curriculum & Credit Framework for Undergraduate Programmes  
(CCFUP), 2023& NEP, 2020**

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VIDYASAGAR UNIVERSITY, PASCHIM MIDNAPORE, WEST BENGAL

**VIDYASAGAR UNIVERSITY**  
**B.A. (HONS./ HONS. WITH RESEARCH) IN LIBRARY & INFORMATION STUDIES**  
**(under CCFUP, 2023)**

| Level                                         | YR.             | SEM                                                                                         | Course Type        | Course Code | Course Title                                                                           |                                          | Credit | L-T-P                     | Marks |     |       |
|-----------------------------------------------|-----------------|---------------------------------------------------------------------------------------------|--------------------|-------------|----------------------------------------------------------------------------------------|------------------------------------------|--------|---------------------------|-------|-----|-------|
|                                               |                 |                                                                                             |                    |             |                                                                                        |                                          |        |                           | CA    | ESE | TOTAL |
| B.A.<br>(Hons./<br>Hons.<br>with<br>Research) | 4 <sup>th</sup> | VII                                                                                         | SEMESTER-VII       |             |                                                                                        |                                          |        |                           |       |     |       |
|                                               |                 |                                                                                             | Major-14           | LISHMJ14    | T: User Studies                                                                        |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Major-15           | LISHMJ15    | T: Document Writing and Editing                                                        |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | CRM                | LISHCRM     | T: Research Methodology and Ethics;                                                    |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Major Elective-03  | LISHDSE 03  | T: Information Awareness Program                                                       |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Minor-07 (Disc.-I) | LISMIN07    | T: Information Awareness Program<br>(To be taken by the other Discipline)              |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 | Semester-VII Total                                                                          |                    |             |                                                                                        |                                          | 20     |                           |       |     | 375   |
|                                               |                 | VIII                                                                                        | SEMESTER-VIII      |             |                                                                                        |                                          |        |                           |       |     |       |
|                                               |                 |                                                                                             | Major-16           | LISHMJ16    | T: Marketing of Library Products and Services                                          |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Major Elective-04  | LISHDSE04   | T: Citation Management System                                                          |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Major Elective-05  | LISHDSE05   | T: Archival Studies                                                                    | FOR HONOURS<br>STUDENTS                  | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Major Elective-06  | LISHDSE06   | T: Book Production                                                                     |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 |                                                                                             | Research           | LISHRD      | DISSERTATION:                                                                          | FOR HONOURS<br>WITH RESEARCH<br>STUDENTS | 8      | 0-0-8                     | -     | 150 | 150   |
|                                               |                 |                                                                                             | Minor-8 (Disc.-II) | LISMIN08    | T: Marketing of Library Products and Services<br>(To be taken by the other Discipline) |                                          | 4      | 3-1-0                     | 15    | 60  | 75    |
|                                               |                 | Semester-VIII Total                                                                         |                    |             |                                                                                        |                                          | 20     |                           |       |     | 375   |
|                                               |                 | YEAR-4                                                                                      |                    |             |                                                                                        |                                          | 40     |                           |       |     | 750   |
|                                               |                 | To be awarded <i>Bachelor of Arts (Honours / Honours with Research) Major in Philosophy</i> |                    |             |                                                                                        |                                          | 166    | Marks (Year: I+II+III+IV) |       |     | 3075  |

MJ = Major, MI = Minor Course, DSE = Discipline Specific Elective Course, CRM= Compulsory Research Methodology, CA= Continuous Assessment, ESE= End Semester Examination, T = Theory, P= Practical, L-T-P = Lecture-Tutorial-Practical

VIDYASAGAR UNIVERSITY, PASCHIM MIDNAPORE, WEST BENGAL

# SEMESTER-VII

## MAJOR (MJ)

### **MJ-14T: User Studies**

**Credits 04 (Full Marks:75)**

#### **Course Outcomes:**

Students will be able to:

**CO1:** Understand user, user studies and use studies.

**CO2:** Get idea about information seeking pattern of users

#### **Course Content**

- User studies and Use studies: Meaning, scope, needs, types, trends, methods and techniques
- Use of information and information resources in different types of libraries and information center, information dissemination and utilization studies; Reading habits in using information; Reading Circle.
- Information seeking behavior of users: Purposes of seeking information; nature and types of information required; delegation of information gathering works; dependence on sources of information; inter-personal information – sharing. Information needs and digital environment.
- Survey of user study: component and area study.

**Course Outcomes:**

Students will be able to:

**CO1:** Understand different types of books.

**CO2:** Get idea about editorial functions

**Course Content**

- Documents - books, articles, administrative reports, Abstracts (Indicative and Informative).
- House style – spellings, punctuations, abbreviations, acronyms, quotation marks. Use of upper – lower case, footnotes, end notes, figures, index, glossary etc; Paragraph breaks, headings, sub-headings, referencing
- Copyright – definition and issues, Piracy – definition and anti-piracy measures, Plagiarism – definition and measures.
- Editorial functions- proof reading, layout, designing, image plan, illustrations, charts, maps, caption writing.

**COMPULSORY RESEARCH METHODOLOGY (CRM)**

*[for both Hons. & Hons. with Research students]*

**CRM: Research Methodology and Ethics**

**CRM: Research Methodology and Ethics (Theory)**

**4 credits (60 hrs.)**

**Course Outcome:**

Students able to:

- CO1:** Understand research and its types.
- CO2:** Get idea about research designs.
- CO3:** Understand research techniques and its types.
- CO4:** Get preliminary idea about research data collection and analysis.

**Course Content:**

- Research - Meaning, Objectives, kinds – fundamental, basic, applied, types – historical, experimental, descriptive, survey, case study, other methods; Proposal writing.
- Research designs – literature review, topic selection, research questions, objectives, hypothesis,
- Research Techniques and collecting data - Observation, Questionnaire, Interview, Sampling-Types and techniques,
- Data analysis, interpretation and report writing with citation style.
- Research ethics, historical perspectives, ethical principles, ethical codes and guidelines, social impact

MAJOR ELECTIVE (DSE)

**Major Elective – 03:**

**MJDSE 03: Information Awareness Program**

**4 credits; Full Marks- 75**

**Course Outcome (CO):**

Students able to:

**CO1:** Understand the value and nature of information.

**CO2:** Get idea about the impact of information awareness campaign.

**Course Content:**

- Helping the users to identify the various types and formats of information. Identifying the potential sources of information.
- Understanding the value and nature of information. Information need and related concepts, Information behaviour and study of Information use. Various Information Tools and Techniques for Digital Campaigning.
- Evaluating information and its sources critically. Organization of information and effective use of information.
- Impact of Information Awareness Campaigning

**MINOR (MI)**  
*(To be taken by the other Discipline)*

**Minor (MI)-07: Information Awareness Program**

**Credits 04 (Full Marks: 75)**

**Course Outcome (CO):**

Students able to:

**CO1:** Understand the value and nature of information.

**CO2:** Get idea about the impact of information awareness campaign.

**Course Content:**

- Helping the users to identify the various types and formats of information. Identifying the potential sources of information.
- Understanding the value and nature of information. Information need and related concepts, Information behaviour and study of Information use. Various Information Tools and Techniques for Digital Campaigning.
- Evaluating information and its sources critically. Organization of information and effective use of information.
- Impact of Information Awareness Campaigning

## **SEMESTER-VIII**

### **MAJOR (MJ)**

**MJ-16: Marketing of Library Products and Services**

**Credits 04 (Full Marks: 75)**

**MJ-16T: Marketing of Library Products and Services**

**Credits 04**

#### **Learning Outcomes:**

The student shall be able to understand the following after completion of the course:

**CO1:** Learn preliminary ideas of marketing concepts.

**CO2:** Get idea about marketing principles in promoting library services and products.

#### **Course Content:**

- Concepts, definition, need and functions: Marketing in non-profit organisation; Marketing strategies
- Library Product and service, cost-benefit analysis and cost effectiveness; Pricing: Influencing factors in pricing, Techniques of pricing.
- Various library products- Reviews, State of the art reports, technical Digest, and Trend Reports.
- Application of Marketing Principles in promoting library services and products.



**MAJOR ELECTIVE (DSE)**

**MAJOR ELECTIVE- 04**

**Major Elective -4: Citation Management System**

**Credits 04 (Full Marks: 75)**

**MJ DSE-4T: Citation Management System (Theory)**

**Credits 04**

**Course Outcomes:**

The student shall be able to understand the following after completion of the course:

- CO1. Understand the differences between references, bibliographies, and citations.
- CO2. Use open-source reference management tools for organizing citations.
- CO3. Integrate plugins for managing references effectively within academic documents.
- CO4. Utilize AI-enabled citation and literature review systems efficiently.

**Course Content:**

**Unit–1: Reference vs Bibliography vs Citation**

- Definition, meaning, and scope of reference, bibliography, and citation.
- Importance of accurate citation in scholarly communication.
- Types of citations (in-text, footnote, endnote, reference list).
- Major citation styles – APA, MLA, Chicago, IEEE, etc.

**Unit–2: Reference Management Tools (Open Source)**

- Overview of reference management software – need and functions.
- Open-source tools: Zotero, Mendeley, JabRef, EndNote Basic, etc.
- Installation, setup, and user interface walkthrough.
- Importing/exporting bibliographic data and organizing references.

**Unit–3: Plugin in Reference Management Tools**

- Integration of reference tools with word processors (MS Word, Google Docs, LibreOffice).
- Citation and bibliography insertion plugins.
- Customizing citation styles using CSL (Citation Style Language).
- Troubleshooting plugin and sync issues.
- Using plugins for metadata correction and consistency.

**Unit–4: AI-enabled Reference Management for Literature Review**

- Introduction to AI and machine learning in reference management.
- AI-based literature discovery platforms (ResearchRabbit, Connected Papers, Elicit).
- Automating citation recommendations and literature mapping.
- Ethical considerations in AI-aided academic research.

**MAJOR ELECTIVE (DSE) – 05**  
*[for Hons. students only]*

**Major Elective -5: Archival Studies**

**Credits 04(Full Marks: 75)**

**MJ DSE-5T: Archival Studies (Theory)**

**Credits 04**

**Course Outcomes:**

The student shall be able to understand the following after completion of the course:

**CO1:** Understand archive, archival materials etc.

**CO2:** Get preliminary idea about management of archives and archival materials

**Course Content:**

- Principles of selection of archival materials, purpose of acquisition.
- Types of archival materials. Management of archives.
- Preliminary idea of classification and cataloguing of archival materials.
- Nature of records, life cycle of records.
- Ethical issues in record acquisition and handling.
- Institutional policy in acquiring records and handling.

## **MAJOR ELECTIVE- 06**

*[for Hons. students only]*

**Major Elective -6: Book Production**

**Credits 04(Full Marks: 75)**

**MJ DSE-6T: Book Production (Theory)**

**Credits 04**

### **Course Outcomes:**

The student shall be able to understand the following after completion of the course:

**CO1:** Understand the concepts of manuscript preparation.

**CO2:** Learn all about book production – paper types, proof reading and binding

### **Course Content:**

- Manuscript Preparation: Subject selection, Author selection
- Paper : Quality, Size and types – map litho, newsprint, art paper, white printing; weight and grammage decision on binding style, typesetting
- Use of Various Software for layout and page design, formatting, font-size, gutter, margins, paginations, folio, book cover, jacket; file size, file format, storage capacity, Printing – sheet fed, web fed;
- Proof reading : symbols, overall quality check,
- Binding – materials; Publisher- printer- binder coordination; Embossing, Vanish, Lamination

## **PROJECT / DISSERTATION (RD)**

*[to be undertaken by students opting for and eligible for Hons. with Research]*

### **DISSERTATION:**

**Credit: 8;**

**Full Marks: 150**

### **Structure of the dissertation**

#### **Preliminary Pages**

- Title Page: Includes name of the student, university, degree, and submission date.
- Certificate/Declaration: Signed statement of originality and supervisor's approval
- Abstract: A 250-350-word summary covering research problem, methodology, and core findings.
- Acknowledgements: To supervisors and others, if any.
- Table of Contents: Clear hierarchical mapping of chapters with page number
- List of Abbreviations: Specialized terms, if any

#### **Introduction**

- Background & Context: Situates the topic in historical or theoretical context.
- Research Problem & Objectives: The specific question or gap the research is addressing.
- Thesis Statement/Hypothesis: The core argument the dissertation intends to prove.
- Scope and Significance: Why the study matters.
- Literature Review & Theoretical Framework

**Literature Review:** Analyzes existing scholarly works to show the gap the study fills.

- Theoretical Framework: Identifies the philosophers, critics, or schools of thought shaping the analysis in the dissertation.

#### **Methodology**

- Describes *how* the research was conducted - Anyone or a combination of textual analysis/ archival research/ conducting interviews/ ethnographic/semi-ethno-graphic research involving both textual analysis and field visit etc.
- Thematic or Analytical Chapters

**The Core Body:** Usually 3 to 4 chapters focusing on the core concerns of the study.

- Structure: Each chapter introduces its specific theme, analyzes primary and secondary sources, and contributes to the overarching thesis.

### Conclusion

- Summary & Synthesis: Recaps your main points without simply repeating them.

**Final Verdict:** Answers the research questions posed in the introduction.

**Future Scope:** Suggests how future scholars can build upon your work.

- Works Cited/ Reference, and/or Bibliography: A comprehensive list of all primary and secondary sources cited as per the latest MLA style.

**Appendices:** Transcripts, interview logs, or raw archival data, if any.

### Marks distribution-

| Sl. No       | Particulars                                                                                                                                                                                                                                                                    | Marks                      |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 1            | Research Project / Dissertation Report                                                                                                                                                                                                                                         | 70                         |
|              | <ul style="list-style-type: none"> <li>▪ Proposal and Abstract (along with some keywords)</li> <li>▪ Literature Review &amp; Theoretical Framework</li> <li>▪ Methodology and Research design</li> <li>▪ Thematic Analysis (Chapter-wise)</li> <li>▪ Report Quality</li> </ul> | 10<br>10<br>10<br>20<br>20 |
| 2            | Seminar Presentation                                                                                                                                                                                                                                                           | 30                         |
| 3            | Viva-Voce                                                                                                                                                                                                                                                                      | 50                         |
| <b>Total</b> |                                                                                                                                                                                                                                                                                | <b>150</b>                 |

**MINOR (MI)**  
*(To be taken by the other Discipline)*

**Minor -8: Marketing of Library Products and Services**

**Credits 04 (FM: 75)**

**MI-8T: Marketing of Library Products and Services (Theory)**

**Credits 04**

**Learning Outcomes:**

The student shall be able to understand the following after completion of the course:

**CO1:** Learn preliminary ideas of marketing concepts.

**CO2:** Get idea about marketing principles in promoting library services and products.

**Course Content:**

- Concepts, definition, need and functions: Marketing in non-profit organisation; Marketing strategies
- Library Product and service, cost-benefit analysis and cost effectiveness; Pricing: Influencing factors in pricing, Techniques of pricing.
- Various library products- Reviews, State of the art reports, technical Digest, and Trend Reports.
- Application of Marketing Principles in promoting library services and products.