



## Central University of Himachal Pradesh

[Established under Central Universities Act 2009]

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**Course Code:** LIS 485

**Course Name:** Knowledge Based Life Coaching

**Credits Equivalent:** 2 Credits (One credit is equivalent to 10 hours of lectures / organized classroom activity / contact hours; 5 hours of laboratory work / practical / field work / Tutorial / teacher-led activity and 15 hours of other workload such as independent individual/ group work; obligatory/ optional work placement; literature survey/ library work; data collection/ field work; writing of papers/ projects/dissertation/thesis; seminars, etc.)

### Course Objectives:

- The Students will understand the basic concepts of Knowledge society, how to survive in the competitive world and smart work with smart technologies.
- The Students will be able to use different web search tools for accessing information resources
- To know strategies to be used in Future of Work and job skills requirements
- To understand the basics of knowledge management and to build soft skills

### Attendance Requirements:

Students are expected to attend all lectures in order to be able to fully benefit from the course. A minimum of 75% attendance is a must failing which a student may not be permitted to appear in examination.

### Evaluation Criteria:

- Mid Term Examination: 25%
- End Term Examination: 50%
- Continuous Internal Assessment: 25%
  - Assignment/Library Work/Class Test/Surprise Test/Quiz: 15%
  - Class Attendance: 10%

## **Course Content:**

### **UNIT - I: Ongoing Global and Societal Changes**

- Knowledge Society
- Hyper competition and how to survive and thrive in it?
- Role of information in achieving success
- Technology and Smart Work

### **UNIT – II: Empowering through Information Literacy**

- WorldCat
- IndCat, DELNET
- General Search Engines
- Specialized Search Engines

### **UNIT – III: E-Resources**

- Open Access E-books
- Open Access E-Journals
- Virtual Libraries
- Digital Repositories

### **UNIT – IV: Work Place Changes, Strategic Planning and Soft Skills**

- Future of work and its implications for jobs and skills
- Tools for Collaborative Work
- Personal and Professional Development
- Strategic Planning and Team Building
- Knowledge Management
- Time Management and Stress Management

## **Prescribed Readings:**

1. SinghaRoy, Debal K. Towards a knowledge society: new identities in emerging India. Cambridge University Press, New York, 2014
2. The emergent knowledge society and the future of higher education\Asian perspectives, Routledge, London, 2012
3. Knowledge Society, INFLIBNET, 2015
4. Hassan, Robert., Information society. Polity Press, Malden, MA, 2008
5. GRASSIAN, ESTHER S. and KAPLOWITZ, JOAN R., Information literacy instruction: theory and practice, Neal-Schuman Publishers, Inc, New York, 2009.
6. REDDY, B. RATHAN, Knowledge management (tool for business development) [text, concepts, cases and exercises], Himalaya Publishing House, Mumbai, 2009
7. WARIER, E. SUDHIR, Knowledge management, Vikas Publishing House Pvt Ltd, New Delhi, 2003