# NAAC Criterion-I

## Key Indicator –1.3.2

# Number of value-added courses for imparting transferable and life skills offered during last five years.

# 1.3.2 Evidences

**Department of Library and Information Science**

**Central University of Himachal Pradesh, Dharamshala, Kangra**

# Central University of Himachal Pradesh

(ESTABLISHED UNDER CENTRAL UNIVERSITIES ACT 2009)

Dharamshala, Himachal Pradesh-176215

## INDEX
## Department of Library and Information Science

# हिमाचल प्रदेश केंद्रीय विश्वविद्यालय
# Central University of Himachal Pradesh
(Established under Central Universities Act 2009)
शाहपुर परिसर176206 – हिमाचल प्रदेश ,ज़िला काँगड़ा ,शाहपुर ,
Shahpur Parisar, Shahpur ,Distt. Kangra (HP) - 176206
Website: www.cuhimachal.ac.in

## Department of Library and Information

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### Skills Development

| Course Code | Name of the Course | Credit | Le |
|---|---|---|---|
| LIS-471 | Information Literacy | 2 | 4 |
| LIS-572 | References and Citations Management | 2 | 5 |

### Human Making

| Course Code | Name of the Course | Credit | Level |
|---|---|---|---|
| LIS-485 | Knowledge-based Life Coaching | 2 | 4 |
| LIS-585 | Ethical use of Intellectual Property | 2 | 5 |

HoD,
Library and Information Science

विभागाध्यक्ष, पुस्तकालय एवं सूचना विज्ञान विभाग
Head, Department of Library & Information Sciences
हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय
Central University of Himachal Pradesh
अस्थायी शैक्षणिक खण्ड/Temporary Academic Block
शाहपुर, कांगड़ा (हि.प्र.)/Shahpur, Kangra (H.P.)-176206

**Course Code:**   LIS-471

**Course Name:**   Information Literacy

**Credits Equivalent:** 2 Credits (One credit is equivalent to 10 hours of lectures / organised 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 Information Literacy, Media & Information Literacy and the different Models & Standards of Information Literacy.
- ☐ The Students will be able to use different Discovery Tools for accessing Scholarly resources.
- ☐ Students will also understand the different Characteristics and Applications of World Wide Web.

## 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:**   **Information Literacy**                   **(5 Hours)**
- ☐ Concept, Objectives, Need for Information Literacy
- ☐ Historical Background
- ☐ Information Literacy Models
- ☐ ACRL information literacy standards
- ☐ Imparting Information Literacy

**UNIT - II:**   **Fundamentals of Media and Information Literacy**     **(5 Hours)**
- ☐ Concept & Definition,
- ☐ Need and purpose of media and information literacy
- ☐ Types of Literacy
- ☐ SCONUL Seven pillars of information literacy

**UNIT - III:**   **Information Discovery and Search**          **(5 Hours)**
- ☐ Internet Search Engines: Origin, development, types,
- ☐ Information Search Tools: OPACs and WorldCat
- ☐ Discovery tools for OA scholarly information: DOAJ, ROAR, OpenDOAR, DOAB.

**UNIT - IV:**   **Social Web**                 **(5 Hours)**
- ☐ Web 1.0, Web 2.0 Web 3.0 & Web 4.0: characteristics, features.
- ☐ Collaborative content development: Social networking sites, Blogs, Microblogs, Wikis, RSS, Podcasting, Social Tagging, Social Bookmarking,
- ☐ Role of Social Web in society.
- ☐ Academic & Professional networking sites for LIS professionals.

**Prescribed Text Books:**

1. Mahiri, Jabari. <u>Digital Tools in Urban Schools: Mediating a Remix of Learning</u>. Series: Technologies of the Imagination. Published: Ann Arbor, MI: University of Michigan Press, 2011. Full text of e-book available for reading at: http://dx.doi.org/10.3998/toi.10329379.0001.001
   Last accessed on: 10th June, 2013

2. Kenix, Linda Jean. <u>Alternative and Mainstream Media</u>. ISBN: 9781849665421, Publisher: Bloomsbury Academic, Year: 2011. Full text of e-book available for reading at: http://www.bloomsburyacademic.com/view/AlternativeMainstreamMedia_9781849665421/book-ba-9781849665421.xml
   Last accessed on: 10th June, 2013

3. Neuman, W. Russell, Ed. <u>Media, Technology, and Society: Theories of Media Evolution</u>. Series: digitalculturebooks. Published: Ann Arbor, MI: University of Michigan Press, 2010. Full text of e-book available for reading at: http://dx.doi.org/10.3998/dcbooks.8232214.0001.001
   Last accessed on: 10th June, 2013

4. Krishna Kumar: <u>Reference Service</u>, Ed.3, New Delhi, Vikas, 2003.

5. Association of College And Research Libraries. <u>Objectives for Information Literacy Instruction: A Model Statement for Academic Librarians</u>. (2001). ACRL, available at : www.ala.org/acrl/guides/objinfolit.html
   Last accessed on: 10th June, 2013

6. Baldwin (V A). <u>Information Literacy in Science & Technology Disciplines</u>. Library Conference Presentation and Speech. (2005).University of Nebraska, Lincoln. http://digitalcommons.unl.edu/library_talks/11

7. Martin white. Making search work: implementing web, intranet and enterprise search. Facet publishing, New York (2005)
   Last accessed on: 10th June, 2013

**Suggested Extra Readings:**

1. Carey, John and Elton, Martin C. J. <u>When Media Are New: Understanding the Dynamics of New Media Adoption and Use</u>. Series: New Media World. Published: Ann Arbor, MI: University of Michigan Press, 2010. Full text of e-book available for reading at: : http://dx.doi.org/10.3998/nmw.8859947.0001.001
   Last accessed on: 10th June, 2013

2. Martin White. <u>Making search work: implementing web, intranet and enterprise search</u>. Facet publishing, New York (2005)

3. <u>The Hyperlinked Society: Questioning Connections in the Digital Age</u>. Joseph Turow and Lokman Tsui, Editors. Series: New Media World. Published: Ann Arbor, MI: University of Michigan Press, 2008. Full text of e-book available for reading at: http://dx.doi.org/10.3998/nmw.5680986.0001.001
   Last accessed on: 10th June, 2013

4. <u>How Canadians Communicate IV: Media and Politics</u>. Authors: Waddell, Christopher and Taras, David. ISBN: 9781926836812 9781926836829 9781926836829 Year: 2012 Pages: 401 Publisher: Athabasca University Press. Full text of e-book available for reading at: http://www.aupress.ca/index.php/books/120205

   Last accessed on: 10th June, 2013

# Central University of Himachal Pradesh
**[Established under Central Universities Act 2009]**
PO Box 21, Dharamshala, District Kangra, Himachal Pradesh [India]-176215
Tel: 01892-229330, 237285, Fax: 01892-229331,
Website: www.cuhimachal.ac.in

**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%
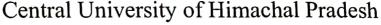    - Class Attendance: 10%

## 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

**Course Code:** LIS-572

**Name of the Course:** References and Citations Management

**Credits Equivalent:** 2 Credits (One credit is equivalent to 10 hours of lectures / organised 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:
On successful completion of the course -
- The students will understand Basic concepts of Plagiarism; Reference Management; Citation Management; Different Research metrics; Predatory publications;
- The students will be able to use different Reference Management Software and Similarity Check Software;
- The Students will also understand the Importance of UGC CARE; Web of Science & SCOPUS indexed journals.

## 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:
1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Counselling, Activities and Tutorials (CAT): 25%
   i. Assignment: 10%
   ii. Library Work: 5%
   iii. Surprise Test: 10%

## Course Content

**UNIT – I: Plagiarism**                          (4 Hours)
- Plagiarism: Concept, Meaning and Definition;
- Plagiarism Regulations:
  - Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions - Regulations, (2018);

**UNIT – II: Reference Management**               (4 Hours)
- Reference and Citation: Concept, Meaning and Definition;
- Research Metrics:
  - Journal Impact Factor; H-Index; i10-index;

**UNIT – III: Reference & Similarity check Tools:**   (6 Hours)
- Reference Management Software:
  - Mendeley; Zotero; EndNote;
- Similarity check Tools:
  - URKUND; TURNITIN; DRILLBIT;

**UNIT – IV:**                                    (6 Hours)
- Predatory Journals & Publications: Meaning and Definitions;
- UGC-CARE;
- Citation Indexing Databases:
  - Web of Science; Scopus; Indian Citation Index; Google Scholar

### Suggested Readings:
- Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions - Regulations, (2018);
- UGC –Good Academic Research Practices Guide
- Mendeley; Zotero; EndNote
- URKUND; TURNITIN; DRILLBIT.
- UGC-CARE
- Web of Science; Scopus; Indian Citation Index;
- Google Scholar

**Course Code:** LIS585

**Name of the Course:** Ethical Use of Intellectual Property

**Credits Equivalent:** 2 Credits (One credit is equivalent to 10 hours of lectures / organised 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:

On successful completion of the course -

- The students will understand Basic concepts of Intellectual Property Rights (IPRs) in particular reference to India
- The students will be able to deal with IPR challenges in day-to-day work especially in libraries and information centres.

## 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:

1. Mid Term Examination: 25%
2. End Term Examination: 50%
3. Counselling, Activities and Tutorials (CAT): 25%
   i. Assignment: 10%
   ii. Library Work: 5%
   iii. Surprise Test: 10%

## Course Content

### UNIT I:  Ethics and Values
- Morals and Ethics: Concept and definitions.
- Professional Ethics: Objectives, Importance,
- Professional Ethics for Librarianship
- Codes of Conduct, Code of Ethics for LIS professionals

### UNIT II: Introduction to Intellectual Property (IP)
- Concept of Intellectual Property (IP)
- Importance and Protection of Intellectual Property (IP)
- Kinds of Intellectual Property
- Piracy, Plagiarism, Software Piracy

### UNIT III: Intellectual Property protection
- Copyright Law in India – Genesis and the present status;
- WIPO – History, Mission and Activities; WIPO Copyright
- Treaty (WCT), WIPO Performances and Phonograms Treaty (WPPT)
- TRIPS Agreement – Overview.

### UNIT IV: IPR: Issues, challenges and OER
- Open Educational Resources: Concept, need and importance
- Impact of IPR on Education: Copyright issues, Fair Use,
- Creative Commons,
- IP Issues and challenges for libraries; Issues in access to information