महात्मा गाँधी केन्द्रीय विश्वविद्यालय

MAHATMA GANDHI CENTRAL UNIVERSITY

(Established by an Act of Parliament)

Course Work

for

Doctor of Philosophy

in Library and Information Science

Syllabus

(Under NEP -2020 w.e.f. 2024-25 - onwards)

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

महात्मा गाँधी केन्द्रीय विश्वविद्यालय

MAHATMA GANDHI CENTRAL UNIVERSITY

(Established by an Act of Parliament)

Dr. Ambedkar Administrative Building, Near OP Thana, Raghunathpur, Motihari,

District: East Champaran, Bihar – 845401

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

Course Work for Doctor of Philosophy (PhD) in Library and Information Science

A minimum three years full-time research course divided into six semesters leading to the degree of Ph.D. in Library & Information Science

A. Program Details

Name of the Department: Department of Library and Information Science

School: School of Computational Sciences, Information and Communication Technology

Subject: Library and Information Science

Name of the Programme: Ph. D. (Library & Information Science).

Duration of the Programme: Minimum 3 Years divided into 6 Semesters and maximum as MGCU Ordinance.

B. Objectives of the Programme

1. To support outstanding research as a corequisite for outstanding education and development
2. To develop in critical thinking and analytical skills
3. To recognise, identify, and foster the unique capabilities of each learner, by promoting each learners holistic development in both academic and non-academic spheres
4. To support continuous review of progress based on sustained research and regular assessment by educational experts
5. It helps to prepare students for more meaningful and satisfying lives and work roles and enable economic independence
6. The quality and higher education aims to develop good, thoughtful, well-rounded, and creative individuals
7. To revamp curriculum, pedagogy, assessment, and student support, increased access, equity, and inclusion.

C. Details of Course Credits and Scheme of Examination:

Ph.D. Programme in Library and Information Science (2024-25 onwards) First – Semester, Level 8 Credit: 16			
Level	**Programme**	**Qualification Titles**	**Total Credits**
Level 8	Ph.D. Programme in Library and Information Science	**Minimum Eligibility:** 4-year Bachelor (Honours with Research) in Library and Information Science degree from Central/State Government recognized university having minimum 75% marks in Level 7 or equivalent grade. Or, Master's Degree in Library and Information Science from Central/State Government recognized university having minimum 55% marks or equivalent grade (5% marks relaxation for SC/ST/OBC (Non-creamy layer)/PwD Candidates) as per MGCU PhD Ordinance.	**Semester I : 16 Credits**

Ph.D. Programme in Library and Information Science

First – Semester, Level 8

Course Code	Course Title	Broad Category of Course	Credit Distribution				Duration	IA	ESE	Total
			L	T	P	Total				
PHDLIS 6101/RPE	Research and Publication Ethics	**Compulsory/ Non-core**	**2**	**1**	**1**	**4**	**60 HRS**	**30**	**70**	**100**
PHDLIS 6102	Research Methodology	**Core**	**3**	**1**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
LIS 6103: Open Elective (Opt any one course from the following or, choose from MOOCs/SWAYAM/ Multi-disciplinary)										
PHDLIS 6103 A	Literature Search and Library Databases	**Open Elective**	**3**	**1**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
PHDLIS 6103 B	Electronic-Resource Management	**Open Elective**	**3**	**1**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
PHDLIS 6103C	Library and User Studies	**Open Elective**	**3**	**1**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
PHDLIS 6103 D	Application of Emerging Technologies in Library	**Open Elective**	**3**	**1**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
PHDLIS 6103 E	Intellectual Property Rights and Copyrights	**Open Elective**	**3**	**1**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
PHDLIS 6104	Technical Writing	**Core**	**2**	**2**	**0**	**4**	**60 HRS**	**30**	**70**	**100**
						Total Credit	**16**			

DEPARTMENT OF LIBRARY & INFORMATION SCIENCE

Ph. D. (Library & Information Science)

FIRST SEMESTER

Course Work

Course Code	PHDLIS6101/RPE
Course Title	Research and Publication Ethics
Type of Paper	Compulsory/ Non-Core
Credit	4
Teaching Hours	48

Objectives- *To make the students aware of the research and publication ethics. This course has 6 units focusing on the basics of the philosophy of science and ethics, research integrity, and publication ethics; hands-on sessions are designed to identify research, misconduct and predatory publications: indexing and citation databases, open access publications, research metrics and plagiarism tools.*

Outcome- *After completion of the course, students will be aware of the philosophy of science and ethics, research integrity, and publication ethics; hands-on sessions are designed to identify research, misconduct and predatory publications. Indexing and citation databases, open-access publications, research metrics and plagiarism tools*

SECTION (A): Research and Publication Ethics (Theory) **50 Marks**

Unit I: Philosophy and Ethics

- Introduction to philosophy: definitions, nature and scope, concept, branches
- Ethics: definitions, moral philosophy, nature of moral judgements and reactions

Unit II: Scientific Conduct

- Ethics with respect to science and research
- Intellectual honesty and research integrity
- Scientific misconducts: Falsification, Fabrication, and Plagiarism (FFP)
- Redundant publications: duplicate and overlapping publications, salami slicing
- Selective reporting and misrepresentation of data

Unit III: Publication Ethics

- Publication ethics: definition, introduction and importance
- Best practices/standards setting initiatives and guidelines: COPE, WAME, etc
- Conflicts of interest
- Publication misconduct: definition, concept, problems that lead to unethical behaviour and vice versa, types
- Violation of publication ethics, authorship and contributorship
- Identification of publication misconduct, complaints and appeals
- Predatory publishers and journals

SECTION (B): Research and Publication Ethics (Practice) **50 Marks**

Unit IV: Open Access Publishing

- Open access publications and initiatives
- SHERPA/RoMEO online resource to check publisher copyright & self archiving policies
- Software tool to identify predatory publications developed by SPPU
- Journal finder / journal suggestion tools viz. JANE, Elsevier Journal Finder, Springer Journal Suggester, etc.

Unit V: Publication Misconduct

A. Group Discussion

- Subject specific ethical issues, FFP, authorship
- Conflict of interest
- Complaints and appeals: examples and fraud from India and abroad

B. Software Tools

- Use of plagiarism software like Turnitin, Urkund & other open source software tools.

Unit VI: Databases and Research Metrics

A. Databases

- Indexing databases
- Citation databases: Web of Science, Scopus, etc.

B. Research Metrices

- Impact factor of Journal as per Journal Citation Report, SNIP, SJR, IPP, Cite Score
- Metrices: h-index, g index, i10 index, altmetrics

RECOMMENDED BOOKS:

1. Bird, A. (2006), Philosophy of Science, Routledge.
2. MacIntyre, Alasdair (1967) A Short History of Ethics. London
3. P.Chaddah, (2018) Ethics in Competitive Research: Do not get scooped; do not get plagiarized, ISBN:978-9387480865
4. National Academy of Science, National Academy of Engineering and Institute of Medicine. (2009). On Being a Scientist: A Guide to Responsible Conduct in Research: Third Edition, National Academies Press.
5. Resnik, D.B. (2011), what is ethics in research & why is it important. National Institute of Environmental Health Science, 1-10. Retrived from https://www.niehs.nih.gov/research/resources/bioethics/whatis/index.cfm
6. Beall, J. (2012). Predatory publishers are corrupting open access. Nature, 489(7414), 179-179.
7. https://doi.org/10.1038/489179a
8. Indian National Science Academy (INSA), Ethics in Science Education, Research and Governance(2019),
9. ISBN:97881939482-1-7. http://www.insaindia.res.in/pdf/Ethics_Book.pdf

Course Code	PHDLIS6102
Course Title	Research Methodology
Type of Paper	Core
Credit	4
Teaching Hours	48

Objective- *To make the students aware of the research methodology concepts, definitions, and various techniques used for data analysis in research.*

Outcome- *After completion of course, students will be aware of implications of research and confident to take up research work.*

Unit I: Foundations of Research and Research Design

- Concept, Meaning, Need and Process of Research
- Types of Research: Fundamental and Applied
- Research Design, Types of Research Design
- Designing Research Proposal, Literature Search and Literature Review

Unit II: Research Methods

- Types of research: Qualitative and quantitative method of LIS research
- Scientific Method
- Historical Method, Survey and Case Study Method
- Experimental Method

Unit III: Data Analysis and Interpretation

- Data Collection Techniques: Questionnaire, Interview, Observation, Sampling and Delphi
- Presentation of Data-Tables, Charts and Graphs
- Interpretation of Data: Frequency Distribution, Measures of Central Tendency, Analysis of Time Series, Co-relation Studies and Analysis of Variance
- Use of Statistical Packages

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.51 52
- 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.
- Plagiarism- Self plagiarism, anti-plagiarism guidelines and software

RECOMMENDED BOOKS:

1. Booth,W. C., Williams, J. M. and Colomb, G. G. (2003). The Craft of Research.University of Chicago Press.
2. Borgman, Christie L., ed. (1990). Scholarly Communication and Bibliometrics. Newbury Park, CA: Sage Publications, Inc.
3. Brady, John. (1997). The Craft of Interviewing. New York: Vintage.
4. Busha, Charles H. and Harter, Stephen P. (1980) Research Methods in Librarianship. New York: Academic Press.
5. Davis, GB (1997) Management Information System: Concept, Foundation Structure and Development. New York: McGraw Hill.
6. Gillham, Bill. (2000). The Research Interview. London: Continuum Press.
7. Gupta, B. M. (1996). Bibliometrics, Scientometrics and Infometrics. New Delhi: Segment Books.
8. Khanna, J K (2000) Documentation and Information Services, Systems and Techniques. Agra: YK Publishers.
9. Kish, Leslie. (1995). Survey Sampling. New York: Wiley.
10. Marshall, Catherine and Rossman, Gretchen B (2006).Designing Qualitative Research. Sage USA.
11. Nielsen, Jakob. (2000). Designing Web Usability. New Riders, USA.
12. Payne, Stanley. (1951). The Art of Asking Questions. Princeton University Press.
13. Raju, Nemani Govinda. (2009). Bibliometric Applications: Study Of Literature Use Patterns
14. Rea , Louis M and Parker , Richard A. (2005). Designing and Conducting Survey Research, San Francisco: Jossey-Bass.
15. Reinard , John C. (2006). Communication Research Statistics. Sage, USA.
16. Rowntree, Derek. (2003). Statistics without Tears: A Primer for Non-Mathematicians. London: Penguin.
17. Rubin, Herbert and Irene. (2004). Qualitative Interviewing: The Art of Hearing Data. Sage, USA.
18. Sudman, Seymour (1976). Applied Sampling. New York: Academic Press.

Course Code	PHDLIS6103 A
Course Title	Literature Search and Library Databases
Type of Paper	Open Elective
Credit	4
Teaching Hours	60

Objectives- *To acquaint the students with the steps of literature search and database services.*

Outcome- *After completion of the course, students will be able to understand the process of literature search and database services which will help them to conduct their research work systematically.*

Unit I: Basics of Literature Search

- Concept, Definitions and Purpose of literature search
- Users and their Information Needs
- Process of Literature Search
- Advantages of Computer based Searching

Unit II: Information Sources and Search Strategies

- Information: Concept, Definitions, Need and Purpose
- Types of Information Sources: Primary, Secondary, Tertiary
- Boolean Operators (AND, OR, NOT), Proximity Search, Truncation Search
- Single Search to Library Resources: Federated Search and Web Scale Discovery Services

Unit III: Library Databases and Management

- Databases: Concept and Definitions
- Types of Databases
- Database Services
- Publishers and Aggregators

Unit IV: Open Access Resources

- Open Access Journals
- Institutional Repositories
- Digital Libraries
- Open Access Policies and Agreement

Recommended Books:

1. Koul, L. (1997). Methodology of Educational Research. New Delhi: Vikas Publishing House Pvt. Ltd. (Third Revised Edition)
2. Ghosh, S. B. and Das, A. K. (2007). Open Access and Institutional Repositories a Developing Country Perspective: A Case Study of India. IFLA Journal 33.4, 229-250. Print.
3. https://egyankosh.ac.in/bitstream/123456789/102358/1/Unit-2.pdf
4. https://www.hope.ac.uk/media/gateway/library/How%20to%20do%20a%20literature%20search.pdf
5. https://egyankosh.ac.in/bitstream/123456789/43734/1/Unit-21.pdf
6. https://egyankosh.ac.in/bitstream/123456789/33158/1/Unit-7.pdf
7. https://egyankosh.ac.in/bitstream/123456789/35338/5/Unit-10.pdf
8. https://surrey-content.surrey.ac.uk/sites/default/files/2019-08/literature-searching.pdf

Course Code	PHDLIS 6103 B
Course Title	Electronic-Resource Management
Type of Paper	Open Elective
Credit	4
Teaching Hours	48

Objectives: *To make the students aware of collection development and different types of electronic resources and their use.*

Outcome: *After completion of the course, students will be able to differentiate and utilize electronic resources for their learning and research activities.*

Unit I: Electronic-Resources: An Overview

- ➢ E-Resources: Introduction, Advantages, Disadvantages
- ➢ E-Resources Life Cycle
- ➢ Standards for E-Resources
- ➢ Open Access Initiatives

Unit II: Types of Electronic-Resources

- ➢ E-Journals & E-Books
- ➢ Databases, CD-ROM databases
- ➢ Internet Resources
- ➢ Library Consortium, Criteria Evaluation of E-Resources

Unit III: Web Resources

- ➢ Web Resources – Introduction, Needs
- ➢ Science & Technology
- ➢ Humanities & Social Sciences
- ➢ Evaluation of Web Resources

Unit IV: Collection development and Management of Electronic Resources

- ➢ Collection development of E-Resources
- ➢ Policy for E-Resources
- ➢ Licence and agreement for procurement of E-Resources
- ➢ Case study of Digital Library

RECOMMENDED BOOKS

1. Frank Rennie & Robin Mason. (2011). e-Learning and Social Networking Handbook: Resources for Higher Education. Amazon.com
2. James E. Bobick and G. L. Berard (2011). Science and Technology Resources: A Guide for Information Professionals and Researchers (Library and Information Science Text Series). Amazon.com
3. Karin Wikoff. (2011). Electronic Resources Management in the Academic Library: A Professional Guide. Amazon.com
4. Peter Clayton and G. E. Gorman. (2001). Managing Information Resources in Libraries: Collection Management in Theory and Practice. Amazon.com
5. Ruth C. Clark & Richard E. Mayer. (2011). e-Learning and the Science of Instruction: Proven Guidelines for Consumers and Designers of Multimedia Learning (Essential Knowledge Resource). Amazon.com

Course Code	PHDLIS 6103C
Course Title	Library and User Studies
Type of Paper	Open Elective
Credit	4
Teaching Hours	48

Objectives- *To make students identify the users of a library or of any information system or service and to understand the concept of user education.*
Outcome- *After completion of the course, students will be aware of the users and user education in broader perspectives.*

Unit I: Library and Information Users

- Information: Definition and its nature, Categories of information users
- Information needs of users, Information seeking behaviour
- Information Seeking Behaviour, Wilson's Nested Model of Conceptual Areas
- Library Users and Usage

Unit II: Changing Role of Libraries

- Changing Role of Library Professionals in the Digital Age
- Evaluation of library sources and services: Books, periodicals, catalogues.
- Effectiveness: Cost Benefit /Cost Effectiveness studies
- Planning surveys, collecting information, processing and analysis of data interpretation and presentation

Unit III: User Studies

- User Studies: concept and meaning, Objectives, Need, Planning
- Methods or Techniques of User Studies
- Implications of User Studies for Libraries, Collection Development, Weeding out Documents, Allocation of Resources, User-based Information Services
- Limitations and Evaluation of User Studies.

Unit IV: User Education

- User Education: Definitions, Components, Goals and Objectives
- Development of User Education
- Information Technology and User Education
- Evaluation of a User Education Programme

RECOMMENDED BOOKS:

1. Banwell, Linda, and Graham Coulson. “Users and User Study Methodology: The Jubilee Project”. Information Research 9.2 (2004)

2. Bernal, J.D. Report on Royal Society’s Scientific Conference. London: Royal Society, 1948. Print

3. The Transmission of Scientific Information: A User’s Analysis - In: International Conference on Scientific Information. Vol.1. Washington: NRC, 1959. pp.77-95. Print

4. Busha, Charles H., and Stephen P. Harter. Research Methods in Librarianship: Techniques and Interpretations. New York: Academic Press, 1980. Print

5. Devarajan, G. Library Information User and Use Studies. New Delhi: Beacon Books, 1995. Print

6. Guha, B. Techniques of User Studies. Paper 11.3 in DST Course Material. New Delhi :INSDOC, 1976. Print.

7. Fjallbrant, Nancy and Malley, Ian (1984): User Education in Libraries. 2nd ed: London:- Clive Bingley

8. Fjallbrant, N: (1996). Educate.- a networked user education project in Europe. In IFLA Journal, zz(I)

9. Girja Kumar and Krishan Kumar (1983). Philosophy of User Education. New Delhi: Visas Publishing House.

10. Kirkendall , C.A. (1980). Library Use Education: Current Practices and Trends.. Library Trends, 29(I).

11. Knapp, P.B. ('1964). The Monteith College Experiments. New York: Scarecrow Press.

12. Lubans, J, ed. (1974). Educating the Library User. London: BOWKER

Course Code	PHDLIS 6103 D
Course Title	Application of Emerging Technologies in Library
Type of Paper	Open Elective
Credit	4
Teaching Hours	48

Objectives- *To make the students aware of Technologies in the Library, Emerging Technologies, Knowledge Management (KM) and Application of Emerging Technologies in the Library.*

Outcome- *After completing the course, students will be able to understand technologies in the library, emerging technologies, knowledge management (KM), and the application of emerging technologies.*

Unit I: Technologies in the Library

- Transformation of Library and Information Science, E-Resources and Consortia Management
- Library and Information Science Profession: Trends & Issues
- Web 3.0 and Web 4.0 and its Applications in Library Services
- Remote Access to E-Resources Anywhere, Anytime

Unit II: Emerging Technologies in Libraries

- RFID Implementation in Libraries, QR Code and Useful applications in Libraries
- E-learning and MOOCs: Role of Libraries
- Artificial Intelligence: Representation of Knowledge & Beyond
- Internet of Things for Libraries

Unit III: Knowledge Management (KM)

- Development of a Digital Library Using DSpace on Windows
- Big data and Data Visualization
- Knowledge Management (KM) with Special Reference to Libraries Content Management System
- Research Data Management in Higher Educational Institutions

Unit IV: Application of Emerging Technologies in Library

- Semantic Web and Libraries
- Cloud Computing and Its Application in Libraries
- Blockchain Technology and Its Application in Libraries

- Social Media and Mobile Applications

RECOMMENDED BOOKS:

1. Baba, Abdul Majid; Bhardwaj, Raj Kumar; Dhaka, S.S.; Ashraf, Tariq & Hasan, Nabi (Eds.). (2018). Developing Smart Libraries: Changes, Challenges, Issues & Strategies: Proceedings of the 3rd International Conference of Asian Libraries (ICAL-2018). (pp. xix, 688). New Delhi: Asian Library Association.

2. Hasan; Nabi; Chaurasia, Neeraj K.; Chavan, Shankar B.; Verma, Vijay K. and Khanchandani, Vanita (Eds.). (2020). Library Handbook: IIT Delhi (revised and enlarged edition). (pp. 66). New Delhi: IIT Delhi. (ISBN – 978-93-5382-346-7): http://library.iitd.ac.in/pdf/LibraryHandbook.pdf

3. Hasan, N., & Naskar, D. (2020). ARPIT Online Course on Emerging Trends & Technologies in Library & Information Services (ETTLIS): A Case Study. DESIDOC Journal of Library & Information Technology, 40(3), 160168. (ISSN- 0976-4568) (DOI: 10.14429/djlit.40.3.15488): https://publications.drdo.gov.in/ojs/index.php/djlit/article/view/15488/7306.

4. Hasan, N. (2020). Excellence in Library Services: A case study of IIT Delhi. Reinventing Library Services in the Digital Age (Virtual), 27-30 August 2020, LIS Academy, Bangalore, 6-6.

5. Hasan, N. (2020). Marketing of Library Resources, Services and Products. Swayam Prabha Channel, Ministry of HRD, Govt. of India: https://www.swayamprabha.gov.in

6. Hasan, N. (2019). Retrieving Information from E-Resources and Online Databases. Swayam Prabha Channel, Ministry of HRD, Govt. of India: https://www.swayamprabha.gov.in

7. Hasan, N. (2019). Search Engines and Meta Search Engines. Swayam Prabha Channel, Ministry of HRD, Govt. of India: https://www.swayamprabha.gov.in

8. Hasan, N. (2019). Need and Purpose of Library Automation. Swayam Prabha Channel, Ministry of HRD, Govt. of India: https://www.swayamprabha.gov.in

9. Hussain, A., & Fatima , N. (2017). Emerging Trends in Information Technology in Modern Libraries. Manakin Press.

Course Code	PHDLIS 6103 E
Course Title	Intellectual Property Rights and Copyrights
Type of Paper	Open Elective
Credit	4
Teaching Hours	48

Objectives- *To make the students aware of the intellectual property & copyright concepts and other issues related to patents.*

Outcome- *After completion of the course, students will be aware of IPR & copyright, copyright violation and infringement.*

Unit I: Intellectual Property and Rights

- Intellectual Property: Concept, Genesis, Development and Categories
- Enforcement of Intellectual Property Rights
- Role of WIPO
- Emerging Issues in Intellectual Property Rights

Unit II: Copyright

- Copyright: Meaning and Scope
- Rights to Copyright Owner
- Licensing of Copyright
- Copyright Laws and Related Issues

Unit III: Patents

- Patent: Concept and Scope
- Patent Laws in India
- Patent Laws in Abroad
- Violation and Infringement, Violation and Infringement - India - USA - UK

Unit IV: Copyright& Patent in Digital Era

- Intellectual Property Digital Era: Meaning and Development
- IPR Acts
- Application of IPR in Electronic Environment
- Copyright of Electronic Resources

RECOMMENDED BOOKS

1. Ajit Parulekar and Sarita D' Souza, Indian Patents Law – Legal & Business Implications; Macmillan India Ltd, 2006.

2. Andrew Murra. (2010). Information Technology Law: The law and society. OUP Oxford

3. B. L. Wadhera; Law Relating to Patents, Trade Marks, Copyright, Designs & Geographical Indications; University Law Publishing Pvt. Ltd., India, 2000

4. Bourgagaize, Jewell and Buiser, Biotechnology: Demystfying the Concepts, Wesley Longman, USA, 2000

5. Carlos M. Correa and Abdulqawi A. Yusuf. (2008). Intellectual Property and International Trade: The TRIPS Agreement (Second Edition). Kluwer Law International

6. D. Balasubramaniam, C.F.A. Bryce, K. Dharmalingam, J. Green and K. Jayaraman, Concepts in Biotechnology, University Press (Orient Longman Ltd.)., 2002

7. Deborah E. Bouchoux. (2012). Intellectual Property: The Law of Trademarks, Copyrights, Patents, and Trade Secrets. Delmar Cengage Learning.

8. Federico Munari and Raffaele Oriani. (2011). The Economic Valuation of Patents:

Methods and Applications (New Horizons in Intellectual Property Series). Edward Elgar Publishing

9. Fishman, Stephen. (2008). The copyright handbook: what every writer needs to know.Berkeley, CA: Nolo.

10. Freeman, Lee & Peace, A. Graham. (2005). Information ethics : privacy and intellectual property. Hershey, PA : Information Science Pub.

11. Jessica Litman. (2001). Digital Copyright: Protecting Intellectual Property on the Internet. Prometheus Books

12. John Grant, Charlie Ashworth and HenriJ. A. Charmasson. (2008). Patents, Registered Designs, Trade Marks and Copyright for Dummies. Wiley

13. Jude C. Umeh. (2008). The World beyond Digital Rights Management. BCS, The

Chartered Institute for IT

14. P.Narayanan; Law of Copyright and Industrial Designs; Eastern Law House, Delhi,

2010 P.N. Cheremisinoff, R.P. Ouellette and R M Bartholomew, Biotechnology Applications and Research, Technomic Publishing Co., Inc. USA, 198

Course Code	PHDLIS 6104
Course Title	Technical Writing
Type of Paper	Core
Credit	4
Teaching Hours	48

Objective- *To acquaint scholar with communication process, planning, organisation of technical/scientific writing, technical editing, editorial tools, publication process and ethics.*

Outcome- *After completion of the course, scholars will be confident about communication process, planning, organisation of technical/scientific writing, technical editing, editorial tools, publication process and ethics.*

Unit I: Communication Process

- Overview of Communication process
- Characteristic features of Technical Writing
- Target group in Written Communication
- Reader /Writer Relationship

Unit II: Planning and Organisation of Technical / Scientific Writing

- Definition, Structure, Purpose, Characteristics and functions
- Aberrations in Technical Writing
- Collection, Organisation and Presentation of Data
- Case Studies: Preparation of Short Communications, Review Articles, Technical Reports, Monographs, Project proposals, dissertations and House Bulletins

Unit III: Technical Editing and Editorial Tools

- Editor
- Editorial process
- Editorial Tools

Unit IV: Publication Process and Ethics

- Planning, Preparation, and Production of Technical Information products

- Dissemination of Technical Information products
- Publication Ethics: Copy Right
- IPR, Legal Issues and Professional Ethics

RECOMMENDED BOOKS:

1. Elbow, Peter. Writing without teachers. New York. Oxford University Press. 1973.
2. Gowers, Sir. Ernest. The complete plane words. London: HMSO. 1954.
3. Holsinger, Donald C. A classroom laboratory for writing history. Social studies review. 31(1), 1991. pp. 59-64.
4. Kapp, Ro. The presentation of technical information. London: Constable 1948.
5. Kirkman, John. Good style for scientific and engineering writing. London: Pitman. 1980.
6. Parry, John. The psychology of human communication. London. University of London Press. 1967.
7. Ramage John D and Bean John C. The allyn and bacon guide to writing. 2ed. London, Allyn and Bacon. 2000. pp. 658.
8. Turk, Christopher and Kirkman, John. Effective writing: Improving scientific, technical and business communication. 2ed. London: Spon Press. 2007.
9. Winokur, Jon. Ed. Writers on Writing. Philadelphia running press: 1986.