



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE BHOPAL

Seminar Counseling Schedule for MLIS Programme TEE December 2024
(Learners attached to RC-15, Bhopal)

Venue: IGNOU Regional Centre, Bhopal Plot No. 12 Arera Hills Bhopal, 462011

Session	Date	Timing		Block	Topic to be covered (Block/Unit)	Academic Counselor
		From	To			
MLI-101 Information, Communication and Society	24.02.2025	10:00 AM	12:00 PM	1 & 2	<u>Block-1 Information: Nature, Property and Scope</u> <u>Block-2 Information Generation and Communication</u>	Dr. Yogesh Singh
	24.02.2025	12:00 PM	02:00 PM	3	<u>Block-3 Information and Society</u>	Dr. Yogesh Singh
	24.02.2025	02:30 PM	04:30 PM	4	<u>Block-4 Knowledge and Society</u>	Dr. Rakesh Khare
MLI-102 Management of Library and Information Centres	25.02.2025	10:00 AM	12:00 PM	1	<u>Block-1 Management Perspectives</u>	Dr. Rakesh Khare
	25.02.2025	12:00 PM	02:00 PM	2	<u>Block-2 System Analysis and Control</u>	Dr. Rakesh Khare
	25.02.2025	02:30 PM	04:30 PM	3	<u>Block-3 Human Resource Management</u>	Dr. Yogesh Singh
MLI-102 Management of Library and Information Centres	27.02.2025	10:00 PM	12:00 PM	4	<u>Block-4 Financial Management</u>	Dr. Yogesh Singh
	27.02.2025	12:00 PM	02:00 PM	4	<u>Block-4 Financial Management</u>	Dr. Yogesh Singh
	27.02.2025	02.30 PM	04.30 PM	5	<u>Block-5 Marketing of Information Products and Services</u>	Dr. Rakesh Khare


Dr. Smiriti Gargava
Deputy Director


Dr. Bini Toms
Senior Regional Director



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		From	To			
MLII-101 Information sources, systems and services	28.02.2025	10:00 AM	12:00 PM	1 & 2	<u>Block-1 Information Institutions</u> <u>Block-2 Information Sources, Systems and Programmes</u>	Dr. Yogesh Singh
	28.02.2025	12:00 PM	02:00 PM	3	<u>Block-3 Information Products and Services</u>	Dr. Yogesh Singh
	28.02.2025	02:30 PM	04:30 PM	4	<u>Block-4 Information Intermediaries</u>	Dr. Rakesh Khare
MLII-102 Information processing and retrieval	01.03.2025	10:00 AM	12:00 PM	1 & 2	<u>Block-1 Organisation of Information</u> <u>Block-2 Bibliographic Description</u>	Dr. Rakesh Khare
	01.03.2025	12:00 PM	02:00 PM	3	<u>Block-3 Content Development</u>	Dr. Rakesh Khare
	01.03.2025	02:30 PM	04:30 PM	4 & 5	<u>Block-4 Information Storage and Retrieval Systems</u> <u>Block-5 Information Retrieval</u>	Dr. Yogesh Singh
MLII-103 Fundamentals of information communication technologies	02.03.2025	10:00 AM	12:00 PM	1 & 2	<u>Block-1 Computer Technology</u> <u>Block-2 Communication Technology</u>	Dr. Yogesh Singh
	02.03.2025	12:00 PM	02:00 PM	3	<u>Block-3 Media and Publishing Technology</u>	Dr. Yogesh Singh
	02.03.2025	02:30 PM	04:30 PM	4	<u>Block-4 Resource Sharing Networks</u>	Dr. Rakesh Khare
MLII-104 Information and communication technologies - applications	03.03.2025	10:00 AM	12:00 PM	1 & 2	<u>Block-1 Database Design and Management</u> <u>Block-2 Library Automation</u>	Dr. Rakesh Khare
	03.03.2025	12:00 PM	02:00 PM	3	<u>Block-3 Library and Information Services</u>	Dr. Rakesh Khare
	03.03.2025	02:30 PM	04:30 PM	4	<u>Block-4 Internet Resources and Services</u>	Dr. Yogesh Singh


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MLIE-101 Preservation and conservation of library materials	06.03.2025	10:00 AM	12:00 PM	1	<u>Block-1 Library Materials: Preservation and Conservation</u>	Dr. Rakesh Khare
	06.03.2025	12:00 PM	02:00 PM	2	<u>Block-2 Hazards to Library Materials and Control Measures</u>	Dr. Rakesh Khare
	06.03.2025	02:30 PM	04:30 PM	3 & 4	<u>Block-3 Binding & Block-4 Restoration and Reformatting</u>	Dr. Yogesh Singh
MLIE-102 Research methodology	07.03.2025	12:00 PM	02:00 PM	1	<u>Block-1 Introduction to Research Methodology</u>	Dr. Yogesh Singh
	07.03.2025	02:30 PM	04:30 PM	2	<u>Block-2 Tools for Research</u>	Dr. Yogesh Singh
	07.03.2025	10:00 AM	12:00 PM	3 & 4	<u>Block-3 Research Methods & Block-4 Research Process</u>	Dr. Rakesh Khare
MLIE-103 Academic library system	08.03.2025	02:30 PM	04:30 PM	1	<u>Block-1 Development of Academic Libraries</u>	Dr. Rakesh Khare
	08.03.2025	10:00 AM	12:00 PM	2	<u>Block-2 Collection Development</u>	Dr. Rakesh Khare
	08.03.2025	12:00 PM	02:00 PM	3 & 4	<u>Block-3 Staffing Pattern and Staff Development for Academic Libraries Block-4 Resource Sharing Programme</u>	Dr. Yogesh Singh
MLIE-104 Technical writing	09.03.2025	10:00 AM	12:00 PM	1	<u>Block-1 Communication Process</u>	Dr. Yogesh Singh
	09.03.2025	12:00 PM	02:00 PM	2 & 3	<u>Block-2 Linguistics</u> <u>Block-3 Structure and Functions of Technical Communication</u>	Dr. Yogesh Singh
	09.03.2025	02:30 PM	04:30 PM	4	<u>Block-4 Technical Editing and Editorial Tools</u>	Dr. Rakesh Khare


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MLIE-105 Informatics and Scientometrics	10.03.2025	10:00 AM	12:00 PM	1	<u>Block-1 Foundation of Informetrics and Scientometrics</u>	Dr. Rakesh Khare
	10.03.2025	12:00 PM	02:00 PM	2	<u>Block-2 Informetrics: Elements and Applications</u>	Dr. Rakesh Khare
	10.03.2025	02:30 PM	04:30 PM	3 & 4	<u>Block-3 Scientometrics: Elements and Applications</u> <u>Block-4 Techniques and Modelling in Informetrics and Scientometrics</u>	Dr. Yogesh Singh
MLIE-106 Public library system and services	11.03.2025	10:00 AM	12:00 PM	1	<u>Block-1 Public Library: Basic Concepts</u>	Dr. Yogesh Singh
	11.03.2025	12:00 PM	02:00 PM	2	<u>Block-2 Public Library System: Resource Development</u>	Dr. Yogesh Singh
	11.03.2025	02:30 PM	04:30 PM	3 & 4	<u>Block-3 Management of Public Library System</u> <u>Block-4 Public Library Services</u>	Dr. Rakesh Khare

Practical Exam and viva will be held on 12.03.2025 at Study Centre and Regional Centre 1500.

Note:

1. Attendances for practical courses are 100% compulsory in all the sessions.
2. All learners are required to go through the study materials for the above mentioned courses.
3. All students need to get a minimum of 40% of marks in Practical to clear the Programme.
4. In case you have laptop, please bring with you for practice of different software


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