



**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**REGIONAL CENTRE BHOPAL**  
**Seminar Counseling Schedule for MLIS Programme TEE December 2025**  
**Venue: IGNOU LSC-1504, Jiwaji University, Gwalior**

Session	Date	Timing		Block	Topic to be covered (Block/Unit)	Academic Counselor
		From	To			
MLI-101 Information, Communication and Society	13-03-2026	10:00 AM	12:00 PM	1 & 2	Block-1 Information: Nature, Property and Scope Block-2 Information Generation and Communication	Dr. Goldi Jatav
	13-03-2026	12:00 PM	02:00 PM	3	Block-3 Information and Society	
	13-03-2026	02:30 PM	04:30 PM	4	Block-4 Knowledge and Society	
MLI-102 Management of Library and Information Centres	14-03-2026	10:00 AM	12:00 PM	1	Block-1 Management Perspectives	Dr. Manoj Sharma
	14-03-2026	12:00 PM	02:00 PM	2	Block-2 System Analysis and Control	
	14-03-2026	02:30 PM	04:30 PM	3	Block-3 Human Resource Management	
MLI-102 Management of Library and Information Centres	15-03-2026	10:00 PM	12:00 PM	4	Block-4 Financial Management	Dr. Shrinivas Sharma
	15-03-2026	12:00 PM	02:00 PM	4	Block-4 Financial Management	
	15-03-2026	02.30 PM	04.30 PM	5	Block-5 Marketing of Information Products and Services	

**Prof. D. C. Gupta**  
LSC Coordinator/In charge

**Dr. Smiriti Gargava**  
Deputy Director

**Dr. U. C. Pandey**  
Sr. Regional Director



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**Practical Counseling Schedule for MLIS Programme TEE December 2025**  
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Session Practical Counseling	Date	Timing		Block	Topic to be covered (Block/Unit)	Academic Counselor
		From	To			
MLII-101 Information sources, systems and services	16-03-2026	10:00 AM	12:00 PM	1 & 2	Block-1 Information Institutions Block-2 Information Sources, Systems and Programmes	Dr. Ambika Bhadouria
	16-03-2026	12:00 PM	02:00 PM	3	Block-3 Information Products and Services	
	16-03-2026	02:30 PM	04:30 PM	4	Block-4 Information Intermediaries	
MLII-102 Information processing and retrieval	17-03-2026	10:00 AM	12:00 PM	1 & 2	Block-1 Organisation of Information Block-2 Bibliographic Description	Dr. Goldi Jatav
	17-03-2026	12:00 PM	02:00 PM	3	Block-3 Content Development	
	17-03-2026	02:30 PM	04:30 PM	4 & 5	Block-4 Information Storage and Retrieval Systems Block-5 Information Retrieval	
MLII-103 Fundamentals of information communication technologies	18-03-2026	10:00 AM	12:00 PM	1 & 2	Block-1 Computer Technology Block-2 Communication Technology	Dr. Ambika Bhadouria
	18-03-2026	12:00 PM	02:00 PM	3	Block-3 Media and Publishing Technology	
	18-03-2026	02:30 PM	04:30 PM	4	Block-4 Resource Sharing Networks	
MLII-104 Information and communication technologies - applications	20-03-2026	10:00 AM	12:00 PM	1 & 2	Block-1 Database Design and Management Block-2 Library Automation	Dr. Goldi Jatav
	20-03-2026	12:00 PM	02:00 PM	3	Block-3 Library and Information Services	
	20-03-2026	02:30 PM	04:30 PM	4	Block-4 Internet Resources and Services	

  
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Session	Date	Timing		Block	(Block/Unit)	Academic Counselor
		From	To			
MLIE-101 Preservation and conservation of library materials	21-03-2026	10:00 AM	12:00 PM	1	Block-1 Library Materials: Preservation and Conservation	Dr. Manoj Sharma
	21-03-2026	12:00 PM	02:00 PM	2	Block-2 Hazards to Library Materials and Control Measures	
	21-03-2026	02:30 PM	04:30 PM	3 & 4	Block-3 Binding & Block-4 Restoration and Reformatting	
MLIE-102 Research methodology	22-03-2026	12:00 PM	02:00 PM	1	Block-1 Introduction to Research Methodology	Dr. Shrinivas Sharma
	22-03-2026	02:30 PM	04:30 PM	2	Block-2 Tools for Research	
	22-03-2026	10:00 AM	12:00 PM	3 & 4	Block-3 Research Methods & Block-4 Research Process	
MLIE-103 Academic library system	23-03-2026	02:30 PM	04:30 PM	1	Block-1 Development of Academic Libraries	Dr. AmbikaBhadouria
	23-03-2026	10:00 AM	12:00 PM	2	Block-2 Collection Development	
	23-03-2026	12:00 PM	02:00 PM	3 & 4	Block-3 Staffing Pattern and Staff Development for Academic Libraries Block-4 Resource Sharing Programme	
MLIE-104 Technical writing	24-03-2026	10:00 AM	12:00 PM	1	Block-1 Communication Process	Dr. Goldi Jatav
	24-03-2026	12:00 PM	02:00 PM	2 & 3	Block-2 Linguistics Block-3 Structure and Functions of Technical Communication	
	24-03-2026	02:30 PM	04:30 PM	4	Block-4 Technical Editing and Editorial Tools	



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Session	Date	Timing		Block	(Block/Unit)	Academic Counselor
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MLIE-105 Informatics and Scientometrics	25-03-2026	10:00 AM	12:00 PM	1	Block-1 Foundation of Informetrics and Scientometrics	Dr. Ambika Bhadouria
	25-03-2026	12:00 PM	02:00 PM	2	Block-2 Informetrics: Elements and Applications	
	25-03-2026	02:30 PM	04:30 PM	3 & 4	Block-3 Scientometrics: Elements and Applications Block-4 Techniques and Modelling in Informetrics and Scientometrics	
MLIE-106 Public library system and services	26-03-2026	10:00 AM	12:00 PM	1	Block-1 Public Library: Basic Concepts	Dr. Goldi Jatav
	26-03-2026	12:00 PM	02:00 PM	2	Block-2 Public Library System: Resource Development	
	26-03-2026	02:30 PM	04:30 PM	3 & 4	Block-3 Management of Public Library System Block-4 Public Library Services	

**Practical Exam and viva will be held on 27-03-2026 at Study Centre 1504.**

**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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