



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE BHOPAL
Practical Counseling Schedule for MLIS Programme
TEE June 2024
(Study Centre Code 1500, RC- Bhopal)

Session	Date	Timing		Session	Topic to be covered (Block/Unit)	Venue
		From	To			
Practical Counseling MLII-101 Information sources, systems and services	18.07.2024	10:00 AM	12:00 PM	I	Block – 1: Information Institutions (Unit – 1 to 4) Block – 2: Information Sources, Systems and Programs (Unit – 5 to 9)	R C Bhopal
	18.07.2024	12:00 PM	02:00 PM	II	Block – 3: Information Sources, Systems and Programs (Unit – 10 to 13) Block – 4 : Information Products & Services (Unit –14 to 19)	Yogesh Singh
	18.07.2024	02:30 PM	04:30 PM	III		
MLII-102 Information processing and retrieval	19.07.2024	10:00 AM	12:00 PM	I	Block – 1: Information Intermediaries as Sources of Information (Unit – 1 to 5)	R C Bhopal
	19.07.2024	12:00 PM	02:00 PM	II	Block – 2: Bibliographic Description (Unit – 6 to 9)	Rakesh Khare
	19.07.2024	02:30 PM	04:30 PM	III	Block – 3: Content Development (Unit – 10 to 13)	
MLII-103 Fundamentals of information communication technologies	20.07.2024	10:00 AM	12:00 PM	IV	Block – 4: Information storage and retrieval systems (Unit – 14 to 16) Block – 5 : Information retrieval (Unit – 17 to 19)	R C Bhopal Yogesh Singh
	20.07.2024	12:00 PM	02:00 PM	I	Block – 1: Computer Technology (Unit – 1 to 3)	
	20.07.2024	02:30 PM	04:30 PM	II	Block – 2: Communication Technology (Unit – 4 to 7)	
MLII-104 Information and communication technologies - applications	21.07.2024	10:00 AM	12:00 PM	I	Block – 1: Database design and management (Unit – 1 to 4)	R C Bhopal Rakesh Khare
	21.07.2024	12:00 PM	02:00 PM	II	Block – 2: Library automation (Unit –5 to 7)	
	21.07.2024	02:30 PM	04:30 PM	III	Block – 3: Library and information services (Unit – 8 to 11) Block – 4 Internet resources and services (Unit – 12 to 16)	

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. A student needs to get a minimum of 40% of marks in practicals to clear the Programme.
4. In case you have laptop, please bring with you for practice of different software

Dr. S. R. Nayak
Assistant Regional Director

12/07/2024

Dr. Smiriti Gargav
Deputy Director

Dr. Bini Toms
Senior Regional Director



INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE BHOPAL
Seminar Counseling Schedule for MLIS Programme
TEE June 2024
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Session	Date	Timing		Sessi on No	Topic to be covered (Block/Unit)	Venue
		From	To			
MLI-101 Information, Communicatio n and Society	22.07.2024	10:00 AM	12:00 PM	I	Block-1: Information: Nature, Property & scope (Unit – 1 to 4)	R C Bhopal
	22.07.2024	12:00 PM	02:00 PM	II	Block – 2: Information generation & communication (Unit – 5 to 8)	Yogesh Singh
	22.07.2024	02:30 PM	04:30 PM	III	Block – 3: Information and Society (Unit – 9 to 13)	
MLI-102 Management of Library and Information Centres	23.07.2024	10:00 AM	12:00 PM	I	Block – 1: Management Perspectives (Unit – 1 to 4)	R C Bhopal
	23.07.2024	12:00 PM	02:00 PM	II	Block – 2: System analysis and control (Unit – 5 to 8)	Rakesh Khare
	23.07.2024	02:30 PM	04:30 PM	III	Block – 3: Human resource management (Unit –9 to 11)	
MLI-102 Management of Library and Information Centres	24.07.2024	10:00 PM	12:00 PM	I	Block – 4: Financial management (Unit –12 to 15)	R C Bhopal
	24.07.2024	12:00 PM	02:00 PM	II	Block – 5: Marketing of Information products and services (Unit – 16 to 18)	Yogesh Singh
	24.07.2024	02.30 PM	04.30 PM	III	Block 1 to 5 revision	

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Session	Date	Timing		Session No	(Block/Unit)	Venue
		From	To			
MLIE-101 Preservation and conservation of library materials	25.07.2024	10:00 AM	12:00 PM	I	Block – 1: Library materials : preservation and conservation (Unit – 1 to 5)	R C Bhopal
	25.07.2024	12:00 PM	02:00 PM	II	Block – 2: Hazards to library materials and control measures (Unit – 6 to 9)	Rakesh Khare
	25.07.2024	02:30 PM	04:30 PM	III	Block – 3: Binding (Unit – 10 to 13)	Rakesh Khare
MLIE-101	26.07.2024	10:00 AM	12:00 PM	I	Block – 4: Restoration & reformatting (Unit – 14 to 15)	R C Bhopal
MLIE-102 Research methodology	26.07.2024	12:00 PM	02:00 PM	II	Block – 1: Fundamentals of research (Unit – 1 to 5)	Yogesh Singh
	26.07.2024	02:30 PM	04:30 PM	III	Block – 2: Tools for research (Unit – 6 to 9)	Yogesh Singh
MLIE-102	27.07.2024	10:00 AM	12:00 PM	I	Block – 3: Research methods (Unit – 10 to 14)	R C Bhopal
	27.07.2024	12:00 PM	02:00 PM	II	Block – 4: Research process (Unit – 15 to 18)	Rakesh Khare
MLIE-103	27.07.2024	02:30 PM	04:30 PM	III	Block – 1: Development of academic libraries (Unit – 1 to 5)	Rakesh Khare
MLIE-103 Academic library system	28.07.2024	10:00 AM	12:00 PM	I	Block – 2: Collection development (Unit – 6 to 8)	R C Bhopal
	28.07.2024	12:00 PM	02:00 PM	II	Block – 3: Staffing pattern and staff development for academic libraries (Unit – 9 to 11)	Yogesh Singh
	28.07.2024	02:30 PM	04:30 PM	III	Block – 4: Resource Sharing Programmes (Unit – 12 to 14)	Yogesh Singh
MLIE-104 Technical writing	29.07.2024	10:00 AM	12:00 PM	I	Block – 1: Communication process (Unit – 1 to 4)	R C Bhopal
	29.07.2024	12:00 PM	02:00 PM	II	Block – 2: Linguistics (Unit – 5 to 8) Block -3 Structure and functions of technical communications (Unit- 9 to 11)	Rakesh Khare
	29.07.2024	10:00 AM	12:00 PM	III	Block -4 Technical editing and editorial tools (Unit- 12 to 14)	Rakesh Khare

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		From	To			
MLIE-105 Informatics and scientometrics	30.07.2024	10:00 AM	12:00 PM	I	Block – 1: Foundation of Informatics and scientometrics (Unit – 1 to 5)	R C Bhopal
	30.07.2024	12:00 PM	02:00 PM	II	Block – 2: Informatics: elements and applications (Unit – 6 to 10)	Yogesh Singh
	30.07.2024	02:30 PM	04:30 PM	III	Block – 3 & 4	
MLIE-106 Public library system and services & VIVA	31.07.2024	10:00 AM	12:00 PM	I	Block – 1: Public library: basic concepts (Unit – 1 to 4)	R C Bhopal
	31.07.2024	12:00 PM	02:00 PM	III	Block – 2: Public library system: resources development (Unit – 5 to 8)	Yogesh Singh
	31.07.2024	02:30 PM	04:30 PM	II	Block – 3 & 4	Rakesh Khare

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