

**Master's Degree Programme  
in  
Library and Information Science**

**ASSIGNMENTS**

**For July 2026 and January 2027 Sessions**



Faculty of Library and Information Science  
School of Social Sciences  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi – 110 068

**Dates for submission of Assignments**

For July 2026 Session 31<sup>st</sup> March 2027

For January 2027 Session 30<sup>th</sup> September 2027

## **Where to Submit the Assignments**

**Kindly submit your assignments at the concerned Study Centre  
within the due date as mentioned above**

April, 2026

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<http://www.ignou.ac.in>*

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## INSTRUCTIONS FOR ASSIGNMENTS:

As part of MLIS Programme, each candidate has to do **one** Tutor Marked Assignment (TMA), and a seminar/practical in each of the six core courses and two electives selected by her/him.

Assignment and seminar/practical carry 30% weightage each in the continuous evaluation of a course. The term-end examinations carry 70% weightage.

The assignments as well as seminars/practicals will be evaluated at the study centre and the respective percentage (30 per cent) of marks will be added to their percentage of marks obtained at the term-end examination. Each candidate will have to complete assignments as well as participate in the seminars/practicals in order to qualify for the term-end examination. Candidates are, therefore, advised to take assignments and the seminars/practicals seriously, complete the assignments in time and ensure their participation in the seminars/practicals.

**Note:** You can write your assignments in English as well as in Hindi medium.

### Instructions for Tutor Marked Assignments

- 1) *The validity of the assignment is ONE YEAR. Those who take admission in January session or July session have to attempt the assignments for that session only. If they fail to submit their assignments before the due date of the particular session, they are supposed to attempt the fresh set of assignments of subsequent sessions (e.g. if a student of January 2026 session fails to submit her/his assignments till 30<sup>th</sup> September 2026, s/he will have to attempt the fresh assignments of January 2027 session). Similarly, those who take admission in July session have to attempt the assignments of July session only. If they fail to submit their assignments before the due date of the particular session, they are supposed to attempt the fresh set of assignments of subsequent sessions (e.g. if a student of July 2025 session fails to submit her/his assignments till 31<sup>st</sup> March 2027, s/he will have to attempt the fresh assignments of July 2027 session).*
- 2) Write your Enrolment Number, Name, Full Address and Date of Despatch at the top right-hand corner of the first page of your answer sheet.
- 3) Write the Programme Title/Code, Course Title/Code, Assignment Number and Name and Code of the Study Centre on the left-hand corner of the first page of your answer sheet.

The top of the first page of your answer sheet for each assignment should be as follows:

Programme Title/Code ..... Enrolment No. ....

Course Title/Code ..... Name .....

Assignment Number ..... Address .....

Study Centre (Code) .....

Study Centre .....

Date .....

(Note: Candidates are required to follow this format strictly otherwise the assignments may not be evaluated.)

- 4) Your answer sheet should be complete in all respects. Make sure you have answered all the questions in an assignment before you submit them. Incomplete answer sheets will bring you poor grade/marks.
- 5) As far as possible students are advised to give the relevant points from the course material and elaborate their answers and explanation in their own language instead of reproducing the language of the course materials. ***Do not reproduce your answers from the units. If you reproduce from units, you will get a zero.***
- 6) Do not copy from the answer sheets of other students. If copying is noticed, the assignments of such students will be rejected.
- 7) Typed and computer print assignments are not permissible.
- 8) Use only foolscap size paper for your answers, ordinary writing paper, neither too thick nor too thin, will do.
- 9) Leave 3" margin on the left and at least 4 lines in between each answer in an assignment. This will enable your Counsellor to write useful comments in appropriate places. Write question number with each answer.
- 10) The evaluated assignments will be returned to you by the Coordinator of your Study Centre. This will enable you to improve in your future assignments as well as in the term-end examinations.
- 11) The Tutor Marked Assignments should be sent to the Coordinator/Programme In-charge of the Study Centre allotted to you.

**For sample Term End Examination question papers  
of previous years, please visit:**

**[http://www.ignou.ac.in/prevyrrpapers/pyq\\_papers.htm](http://www.ignou.ac.in/prevyrrpapers/pyq_papers.htm)**

**MLII-102: Information Processing and Retrieval  
Tutor Marked Assignment**

**Course Code: MLII-102**

**Coverage:**

**Assignment Code: AST/SEM/ Jul.2026-Jan.2027**

**Units: 1-19**

**Total Marks: 50**

**Note: Answer all questions. All questions carry equal marks.**

- 1.1 Define 'Intellectual Organization of Information' (IOI). Explain the importance of IOI in information storage and retrieval system. (10)

**OR**

- 1.1 Define an indexing language. Discuss its types with examples. (10)

- 2.1 Write an essay on special classification systems discussing their need, purpose, scope and approaches to design. (10)

**OR**

- 2.2 What is a thesaurus? Explain its functions. Describe the process of thesaurus construction. (10)

- 3.1 Explain the bibliographic description of electronic records giving some examples. (10)

**OR**

- 3.2 Discuss the need for compatibility among information storage and retrieval (ISAR) systems. State the principal issues of compatibility in ISAR systems. (10)

- 4.1 Discuss the distinct current trends and the areas of current research in IR systems. (10)

**OR**

- 4.2 Explain the provision of auxiliaries in UDC with examples in brief. (10)

- 5.0 Write short notes on **any two** of the following: (10)

- a. Text Encoding Initiative
- b. Need for guidelines for Content Development
- c. Field 856 in MARC
- d. ISBD

**MLII-102: Information Processing and Retrieval  
Practical**

**Coverage:**  
**Units: 1-19**

**Assignment Code: AST/PRAC/ Jul. 2026/Jan.2027**

**Total Marks: 50**

**Answer all questions.**

**The broad areas on which practical tests are to be given are mentioned below.**

**Counsellor will provide details about the practical work.**

- 1) a) Creation of a database using CDS/ISIS (25)  
b) Creation of index to the above database by using CDS/ISIS  
c) Generation of catalogue data according to AACR-2R (either print or display).
- 2) XML coding and creation of Web Page. (15)
- 3) Database searching (online/offline) for creation of a bibliography on a particular topic. (10)

**NB:** Further details about the practical will be provided by the concerned counselor.