COURSES* OF STUDY FOR MASTER OF PHILOSOPHY EXAMINATION

Part I

COURSE II: LIBRARY PLANNING AND MANAGEMENT

Planning methodology

Comparative analysis of recent managerial philosophies and practice with a special reference to attitudes, motivation, problem solving, decision making, organization theory, human relations, personnel management, etc.

Organization structures; Library system

Government of the library

Personnel management; Human relations in management, staffing, staff development

Applications of system study techniques to library organizations and library situations

Evaluation of library procedures and services. Time and motion studies

Performance testing

Cost benefit analysis

Financial management

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* This is only a broad outline the coverage of topics in each paper will be elaborated by the concerned teacher.