



Autonomous

Malad Kandivli Education Society's

NAGINDAS KHANDWALA COLLEGE

Bhavishya Bharat Campus, S. V. Road, Malad (W), Mumbai - 400 064

CERTIFICATE COURSE IN ONLINE INFORMATION SOURCES, TOOLS AND TECHNIQUES (COIST)

About COIST

Certificate Course in Online Information Sources, Tools and Techniques (COIST) is one of the initiatives of our Library and Information Center. This Course is highly useful for those who are into teaching, research and publication activities. It helps learn some essential online information sources, tools and techniques for locating, evaluating, archiving and using scholarly information. This most sought-after course trains the researchers/aspirants to use the internet platform more effectively and efficiently for any of their academic pursuits.

- Redefines research scholar's approach to online information sources
- introduces a range of information source discovery-skills
- Life-long academic use from the techniques imparted in the Course
- Teaching by eminent Library and Information professionals from research Institutes and universities
- Study materials/manuals

Features Benefits

Eligibility

Any graduate in any discipline of any college/university

Note: research scholars pursuing MPhil/ PhD/ Post-Doctoral research and post graduate students are preferred

Intake

20 candidates

Fees

₹ 4000

Course Dates and Timings

4-9 December 2017

02:00 pm to 05:00 pm

Admission

- Apply online on or before 18th November 2017
on <http://coist.weebly.com/>
- After screening the online applications, only the eligible candidates will be informed to pay the fees and join the Course

Syllabus*

- Introduction to online information sources, tools and techniques
- Online search strategy for retrieving scholarly information
- Search engines (SEs), meta SEs, intelligent SEs
- Federated search tools and remote access tools
- Academic SEs (Google Scholar) and subject gateways
- OPAC, WebOPACs, union catalogues and archives
- Open data, full-text open access journals and e-books
- Web 2.0 tools, cloud computing and deep web
- Electronic thesis and dissertation (ETD) databases
- Online reference managers
- Machine translation
- Abstracting and indexing databases
- Web tools of academic videos and presentations
- Google Alerts, Google Books and Google Drive
- MOOCs
- Preparing and distributing questionnaires online
- Research data analysis using MegaStat and open tools
- Compiling automatic bibliography (in APA and MLA styles)
- Automatic paraphrasing
- Creative Commons and sharing of academic literature
- Annotating web resources
- Plagiarism detection softwares
- Creating unique author/researcher identity number
- Citation analysis: Impact Factor
- Building strong academic presence online
- Written test (at the end of the Course)

*majority of the topics are practical in nature

Contact:

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<http://coist.weebly.com/>

Note: (a) COIST is one of the best practices of our Library and Information Centre and is not recognized by any academic regulatory body. (b) The Course is practical in nature hence basic knowledge of computer and Internet is essential. (c) Fees once paid will not be refunded. (d) No accommodation facility available for outstation candidates. (e) Details on Written Test are available on the Course site. (f) Attendance is compulsory. (g) Candidates can bring their laptop to the class. (h) On successful completion of course, candidates shall get certificates.

Other initiatives of our Library and Information Centre:

- Training cum Mutual Learning Programme for Librarians and Research Scholars
- Indian Conference-Abstracting Database (ICon-AD)
- Workshops on Online Information Sources, Tools and Techniques (WOIST)
- Consultancy and Outsourcing Services
- Khandwala Publishing House
- Internship Programme
- Inter-Library Loan
- Earn While Your Learn