Revised Syllabus-2019
Department of Museology, Faculty of Life Sciences, AMU
Aligarh

Name of the Programme: M.Sc. Museology
Duration: 2 Years (4 Semester)
Credits: 96

PROGRAMME OBJECTIVE: To impart knowledge on conservation of cultural and
natural heritage and equip the students for curatorial work, research and impart
training in museums and education institutions.

Programme Specific Objectives: Equip students to understand conservation of cultural and
natural heritage through theoretical knowledge and practical skills which include the
following titles:
History and Development of Museum and Museology
Preservation & Conservation of Natural History Collections
Introduction to Archeology & History
Museum Architecture
Museum Exhibition, Display and Evaluation
Introduction to Natural History and History of Art
Museum Research &Publication
Heritage Tourism & Museums
Museum Communication, Interpretation & Education
Conservation And Preservation Of Cultural Properties
Museum Management And Administration
Intangible Heritage
Museum Marketing And Public Relation
Museum collection & Documentation
Preservation of Natural History Specimens
Audio- Visual Techniques used in museums
Field Trip and Field Collection
Museum Display and Exhibition
Conservation of Cultural Property
Museum Documentation Technique and Environmental Monitoring
# DEPARTMENT OF MUSEOLOGY

## CBCS Course Structure of M.Sc.(Museology)

## Semester I (24 Credits)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Course Code</th>
<th>Title of Paper/Practical</th>
<th>No. of Credit</th>
<th>Maximum Marks</th>
<th>Total Marks</th>
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<tr>
<td>1</td>
<td>MUM-1101</td>
<td>History and Development of Museum and Museology</td>
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<td>2</td>
<td>MUM-1102</td>
<td>Preservation &amp; Conservation of Natural History Collections</td>
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<td>3</td>
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<td>Introduction to Archeology &amp; History</td>
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<td>MUM-1171</td>
<td><strong>Practical</strong> Preservation of Natural History Specimens</td>
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<td>MUM-1172</td>
<td><strong>Practical</strong> Audio- Visual Techniques used in museums</td>
<td>04</td>
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</table>
Semester I

History and Development of Museum and Museology

(MUM-1101)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge of Definition, History, Development and collections of Museum and History of Museology worldwide.

Course Outcomes:
After completion of the course the students shall be able to understand:
Various Definitions of Museums, Differences between Museology and Museography, Definitions and museum classification based on ICOM, history of Museums, Museum collections worldwide and Professional ethics etc.

Course Contents:

Unit I (12 Lectures)
- Definitions of Museum and Museography
- ICOM Museum’s Definition (1946-2007)
- Classification of Museums
- ICOM basis of Museum Classification

Unit II (12 Lectures)
- History of museumand museum collection: Brief world view
- Some Major Museums of the world (British Museum, Smithsonian, Louvre, Hermitage, Topkapi)
- Role of UNESCO and ICOM in Development of Museums

Unit III (12 Lectures)
- Role of Museum in Society.
- History and Role of Museum Association of India
- Current Issues and challenges faced by museums.
Unit IV  
(12 Lectures)

- History, Definition and development of Museology
- New Museology, Concept of Eco museums, Para museum, Virtual Museum.
- Museology as an Academic Discipline
- Museology as a profession
- Professional Ethics.

Suggested Reading:

- Museums of India by Usha Agarwal
- Key concept in Museology by Desvaltees, Andre, & Francas Mairesse
- Claims & Reality of New Museology; A case Study in Canada by Hauenehild, Andrea
- New Museology -NET-YouTube Lecture by Devis Peter.
- A component to Museum studies by Sharon, Macdonald ISBN.978-14051-0839-3 ICOM working Papers, Study Series by Wiley Blackwell
- New Museology by Bedekar. V.H, Museum Association of India, New Delhi.
Preservation and Conservation of Natural History Collection

(MUM-1102)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To train the students in the field of various techniques of preservation and conservation for safeguarding valuable natural history.

Course Outcomes:
After completion of the course the students shall be able to understand:

The good skills in the preservation techniques of natural history specimens and have great opportunity for self-employment and freelancing.

Course Contents:

Unit I: (12 Lectures)
- Nature and composition of Natural History collections.
- Causes of deterioration of museum collection.
- Deterioration of wet and dry preserved specimens
- Biodeterioration and its control measures
- Definition of Preservation.
- Types of Preservation; Dry and wet Preservation.
- Preservatives and their types.
- Advantage and disadvantage of liquid preservatives like Alcohol, Formalin etc

Unit II: (12 Lectures)
- Different type of Preservation techniques
- Methods of wet preservation.
- Wet Preservation of plants.
- Wet preservation of Animals.
- Color preservation techniques
- Alizarin mounts

Unit III: (12 Lectures)
- Dry preservation of Natural History specimens
- Micro techniques
- Insect collection
- Plastination; Plastic embedding and Plastic infiltration
- Preservation of Egg
- Herbarium preparation
Unit IV:  

- Cleaning and Mounting of skeletons.
- Definition of Taxidermy.
- Preparation of cabinet skin
- Freeze drying technique.
- Insect pest of museum materials.
- Definition of Insecticides and their classification.
- Preventive and curative conservation methods of deterioration.
- Fabrication Techniques of Natural History Specimens

**Suggested readings:**

- Biological museum methods (vol I & II) by G. Hangry & M. Dingle
- Manual of curatorship in natural history museums by Geffery Steinsfield
- Museum Basics by T. Ambrose & C. Paine
- Museum Environment by Garry Thomson
- An introduction to museum work by G. E. Burcaw
- Museum management by Kevin Moore
- Biodetoriation of Cultural property by O. P. Agarwal
Introduction to Archaeology and History

(MUM-1103)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge about various aspects and techniques of archaeology and a brief introduction of Indian History

Course Outcomes:
After completion of the course the students shall be able to understand:
The significance of archaeology and history in the field of museology as well as various concepts and history of archaeology and history.

Course Contents:

Unit I: (12 Lectures)
- Brief History of civilization: Time Chart/ Time Line
- Introduction to Material Culture & Cultural Property
- Fundamentals of Archaeology
- Types of Archaeological collection
- Exploration: Locating Archaeological Sites and Surveys
- Use of Remote Sensing and GIS in Exploration
- Excavation: Its Classification, Tools & Techniques
- Relation of Archaeology with museums

Unit II: (12 Lectures)
- Introduction to Indian Ancient History
- Historiography
- Bases of Historiography
- Historical Resources
- Building, Structure, Object, Site, District etc.

Unit III: (12 Lectures)
- Introduction to Paleography
- Application of Paleography in Document Dating
- Introduction to Archival Material
- Types and classification of Archival materials
- Documentation of Archival materials
- Storage of Archival Materials
Unit IV: (12 Lectures)

- Introduction to Anthropology
- Types of Anthropology: Social, Cultural, Biological, Lingual etc.
- Introduction to Ethnography
- Types of Ethnographic Materials
- Role of Museums in Anthropological & Ethnographical Studies

**Suggested readings:**

- History of Fine Arts in India & West by E. Temory
- Material culture and social formations in Ancient India by R. S. Sharma
- Different issues of Indian Archaeological Reviews (IAR)
- Iron age of India by N. R. Banerjee
- Theoretical issues in Indian Archeology by D. K. Chakraborty
- Indian culture through the ages by S. V. Venkateswara
- Temple Sculpture of India by Dwivedi
Museum Architecture
(MUM-1104)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge of Museum Architecture

Course Outcomes:
After completion of the course the students shall be able to understand:
The functional requirements of Museums and planning museum building, site selection, site selection process, requirement for conservation and preservation laboratories and lay out of display area etc.

Course Contents:

UNIT-I (12 lectures)
- Museum Architecture: Definition
- Type of museum buildings: Adopted buildings, purpose-built building, single unit buildings, multistory buildings, etc
- General consideration affecting building decisions.
- Selection of Site
- Site Selection Process.

UNIT-II (12 lectures)
- Space required for service area
- Space required for public area
- Planning of public area-surrounding of the building, Entrance hall, Auditorium, Library, Exhibition galleries, treatment of walls; flooring and ceiling.
- Planning of service area
- Curatorial and administrative offices, Conservation and preservation laboratories, Workshop, Store and space for reserve collection

UNIT-III (12 lectures)
- Technical requirements in term of security.
- Technical requirements in term of conservation
- Technical requirements for special audiences-Entrance, Ramps, Corridors, Elevation etc
- Architecture in relation to lighting and ventilation
- Signage and orientation for special audiences etc.
UNIT-IV
(12 lectures)

- The building process: Planning, Construction and maintenance
- Curatorial role in construction activity.
- Renovation and expansion of Museum building
- Museum buildings in India and abroad; some examples of new approaches and experiments.

**Suggested readings:**

- The Manual of Museum Planning by G. D. Lord & Barry Lord
- An Introduction to Museum works by Garry Thompson
- Museum Environment by Garry Thompson
- Museum Basics by T. Ambrose & C. Paine
- Manual of Museum by Rolf Lewis
- Manual of Curatorship in Natural History Museums by Geffery Stensfield
- Fundamental of Museology by M. L. Nigam
- Design Fundamentals in Architecture by V. S. Pramar
Practical
Preservation of Natural History Specimens
(MUM-1171)

Sessional: 40 Marks
End Semester Exam: 60 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart practical skills on preservation of natural history specimens

Course Outcomes:
After completion of the course the students shall be able to learn:
The preservation and conservation of artifacts with reference to natural history specimens using various techniques.

Course Contents:
1. Field study and field collection of Plants and Animals
2. Cleaning and conservation of Geological collection
3. Dry Preservation of Natural History
   • Cleaning, Preservation and mounting of osteological collection
   • Egg cleaning
   • Taxidermy & Preparation of study skin and their mounting
   • Plastic embedding.
4. Wet Preservation of Natural history Collection
   • Wet Preservation of plants.
   • Wet preservation of animals.
   • Alizarin mount preparation.
   • Microtomy and Slide preparation.
   • Fabrication techniques for Natural History Specimens
Practical
Audio-Visual Techniques used in museums
(MUM-1172)

Sessional: 40 Marks
End Semester Exam: 60 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart practical skill about Audio-Visual Techniques in Museums

Course Outcomes:
After completion of the course the students shall be able to develop:
Practical skill to handle Audio-Visual equipments used in Museums such as basic of photography, outdoor and indoor photography, and recordings of Audio commentaries and Gallery Talk, power point presentation etc.

Course Contents:
- Basics of Photography
- Principles of different type of cameras
- Outdoor Photography
- Indoor Photography
- Developing Black and White films
- Fixing and enlarging Photos
- Color Photography
- Use of Photoshop in Photography
- Use of audio recording in museum
- Types of audio recording equipments
- Recordings of Audio Commentaries and Gallery Talk
- Use of LCD Projector and Power Point Presentation.
## DEPARTMENT OF MUSEOLOGY
### CBCS Course Structure of M.Sc.(Museology)

#### Semester II (24 Credits)

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<th>S.No.</th>
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<td>Sessional/Assessment</td>
<td>End Semester</td>
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<td>1</td>
<td>MUM-2101</td>
<td>Museum Exhibition, Display and Evaluation</td>
<td>04</td>
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<td>2</td>
<td>MUM-2102</td>
<td>Introduction to Natural History and History of Art.</td>
<td>04</td>
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<td>3</td>
<td>MUM-2103</td>
<td>Museum Research &amp; Publication</td>
<td>04</td>
<td>30</td>
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<td>4</td>
<td>MUM-2104</td>
<td>Heritage Tourism &amp; Museums</td>
<td>04</td>
<td>30</td>
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<td>5</td>
<td>MUM-2171</td>
<td>Practical Field Trip and Field Collection</td>
<td>04</td>
<td>40</td>
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<td>6</td>
<td>MUM-2172</td>
<td>Practical Museum Display and Exhibition</td>
<td>04</td>
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</table>
Semester II

Museum Exhibition, Display and Evaluation

(MUM-2101)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge about different kinds of exhibitions and Displays used in Museum and their Evaluation

Course Outcomes:
After completion of the course the students shall be able to understand:
About planning and layout of museum display, different techniques used in preparation of various types of exhibitions and Dioramas, Museum lighting, and colour scheme in Museums.

Course Contents:

UNIT-I (12 lectures)
- Theory of presentation
- Planning and layout of museum displays
- Material and equipment for display.
- Different types of showcases and accessories; Mock ups and dioramas.
- Signage and its importance in museum orientation

UNIT-II (12 lectures)
- Colour scheme, Harmonies of related and contrasting colours
- Function of colour in interior decoration
- Museum Lighting
- Advantages and disadvantages of different types of lighting

UNIT-III (12 lectures)
- Museum labeling, Types, Positioning and designing of labels
- Modern multimedia techniques of labeling
- Method and presentation of labels
- Museum exhibitions and Different type of Museum exhibition (Permanent, Temporary, Mobile)
- Designing of Educational Exhibition
UNIT-IV

(12 Lectures)

- Scope and Significance of Evaluation
- Museum Exhibition Evaluation Research
- Types and Techniques of Exhibition Evaluation of Labels and Texts
- Visitors Research, Visitor survey & data collection (Demographic studies of Museum Visitors)
- Visitors Behavior Studies
- Use of Technology in Audience Research

Suggested readings:

1. Museum basics by T. Ambrose and C. Paine
2. Developing Museum Exhibition Edited by Gail Durbin
3. Display principal, Methods and Techniques by V. H. Badekar
4. Design Fundamentals in Architecture by V. S. Pramar
5. Exhibition in Museum by M. Beleher on Display by M. Hall
Introduction to Natural History and History of Art  
(MUM-2102)

Sessional: 30 Marks  
End Semester Exam: 70 Marks  
Total: 100 Marks (4 Credits)

Course Objectives: To inculcate the knowledge of Identification and classification of biological specimens and the objects of History of Art.

Course Outcomes:  
After completion of the course the students shall be able to understand:  
The basic knowledge of habit and habitat of biological specimens. Students enable self-sufficient to identify/classify the biological specimens, history of art etc.

Course Contents:

UNIT I  
(12 Lectures)

- Introduction to Natural History.
- Basics of Taxonomy, Binomial Nomenclature (Concept of Genus and Species)
- Classification of Plant and Animal Kingdom
- Characteristics features of Plant phyla.
- Characteristic features of phyla of non chordates and Chordates.

UNIT-II  
(12 Lectures)

- Geological time chart
- Evolution and Ecology
- Evolutions Theory, Evidences of Evolution,
- Adaptation of Living Organisms
- Major ecosystems of the World
- Introduction to Physical Geology (Rocks and minerals)
  Basics of Palaentology

UNIT- III  
(12 Lectures)

- History of Art – A World View
- Prehistoric Paintings in India: Ajanta Paintings
- Mughal Paintings, Rajasthani and Bengali school of art
- Sculptures
- Indian sculptures in prehistoric period (Harrapan age)
- Sculpture in Mauryan and Gupta Periods
- Gandhara and Mathura school of art
- Medieval Indian Plastic Art and Modern Indian Sculpture
UNIT- IV (12 Lectures)

- Brief Survey of Indian architecture, Rock cut temples, Stupas
- Introduction of Arch and Dome during Sultanate period
- Mughal architecture- A Synthesis of Indian and Persian Architecture
- Fundamentals of Archaeology and Excavation: Technique and tools
- Dating Techniques of excavated materials, Aerial photography and Remote Sensing Techniques, Stratigraphy and Magnostratigraphy
- Care and storage of newly excavated materials, Handling and packaging of excavated materials

Suggested readings:

- History of Fine Arts in India & West by E. Temory
- Material culture and social formations in Ancient India by R. S. Sharma
- Different issues of Indian Archaeological Reviews (IAR)
- Iron age of India by N. R. Banerjee
- Theoretical issues in Indian Archeology by D. K. Chakraborty
- Indian culture through the ages by S. V. Venkateswara
- Temple Sculpture of India by Dwivedi
Museum Research and Publication
(MUM-2103)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart knowledge about Museum Research and Publication in Museums

Course Outcomes:
After completion of the course the students shall be able to understand:
Research methodology and method of publications in Museums such as field research, research policy, and ethics, manuscripts, research papers, monograph, e-publication etc.

Course Contents:

Unit I: (12 Lectures)
- Scope and Nature of Museum research
- Classification of Museum research
- Field research and Collection based research
- Research on museum materials
- Research on Preservation and conservation Techniques,
- Research on Visitor behavior,
- Research on display and Exhibition,
- Research on bio deterioration of museum materials

Unit II: (12 Lectures)
- Research methodology- Concepts and Hypothesis
- Collection of Data and Data Analysis
- Research Publications
- Research Policy and Ethics
- Plagiarism

Unit III: (12 Lectures)
- Publications
- Categories of Publications
- Publications produced and published by the museum
- Publication by independent author
- Factors affecting Publications (Finances, Expertise, time, market potential, existing policy and practice etc.)
Unit IV: (12 Lectures)

- Various forms of Museum Publication
- Catalogues of Collection, Popular guidebooks, Poster, Poster cards, Stickers, etc.
- Technical papers, Manuscripts and research papers, Monograph, Video discs, audio tapes and computer software, etc
- Modern methods of publications
- E-Publications, E-books, E-Journals, etc

Suggested readings:

- Advanced Research Methodology by Dr. Ranjit Kaur Bhalla and Dr. Mohit Puri
- The manual of Curatorship by J. Thompson.
- Towards the Museum of the future by R. Miles and L. Zavala
- Museum Provision and Professionalism by G. Kavanagh
- Museum Basics by T. Ambrose C. Paine
- The manual of museum planning by G. D. Lorci and B. Lord
Heritage Tourism and Museums
(MUM-2104)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge about heritage (both cultural and natural as well as tangible and intangible) tourism and relationship between heritage tourism and museums.

Course Outcomes:
After completion of the course the students shall be able to understand:
The heritage, types of heritage, heritage tourism and role of museums in promoting heritage tourism etc.

Course Contents:
Unit I: (12 Lectures)
- Concept & Definition of heritage
- Types of heritage- Tangible (material) & Intangible(Non material), Living heritage (Movable and non movable)
- Traditional role of museums in dealing with tangible heritage (material evidence)
- Natural heritage (Specimens & Eco facts)& Cultural heritage (Artifact, material culture)
- Museum accreditation and social audit

Unit II: (12 Lectures)
- History and development of tourism in human society
- Modern Definition of tourism
- Types of tourism (Heritage, Religious, Adventure & Medical Tourism)
- Tourism industry-Its stakeholders, Tourist Organizations
- Economics of tourism

Unit III: (12 Lectures)
- Heritage Tourism- Cultural & Natural
- Tourism heritage sites (natural & cultural)
- ICOMOS Cultural tourism charter
- World heritage Conventions
Unit IV: (12 Lectures)

- Impact of tourism on Museums
- Impact of tourism on Natural Environment
- Impact of tourism on Cultural site, local communities etc.
- Sustainable tourism & Role of museum in promoting sustainable tourism
- Ecotourism

**Suggested Readings:**

- Heritage & Tourism in the Global Village by Priscilla Boniface & Peter J. Fowler
- Digital Heritage by Mac Donald
- The Industrial Heritage – Managing Resources & Uses by Judith Alfrey & Tim Putnam
- Cultural & Heritage Tourism by Prem Nath Dhar
- Heritage & Identity by Marta Anico & Elsa Peralta
- Cultural Heritage by Laurajane Smith
Practical
Field Trip and Field Collection
(MUM-2171)

Sessional: 40 Marks
End Semester Exam: 60 Marks
Total: 100 Marks (4 Credits)

Course Objectives: The basic objective of the course is to provide the knowledge of preservation of natural history specimens as well as objects of cultural heritage in the field.

Course Outcomes:
After completion of the course the students shall be able to understand:
The basic skills of flora and fauna of natural history specimens and objects of cultural heritage.

Course Contents:
1. Field studies on flora and fauna: A special visit to Plants Nursery of land & Garden, Department of Botany and Herbaria of Tibbiya College.

2. Field trips for the study on Archaeological objects of arts and cultural heritage.

3. Visit to various museums, libraries in Aligarh district with special reference to museums of Department of Museology, Zoology, Geology, Botany, Anatomy, Pathology, Pharmacology, Sir Syed Academy and M. A. Library etc.

4. A survey on heritage sites such as University Fort, Sir Syed Hall (North & South), Strachey Hall, Lytton Library, Faiz Gate, Victoria Gate etc.

5. Visit to different museums of National Importance

6. Field Collection of Insects

7. Collection of Plants for Herbarium Preparation.
Practical
Museum Display and Exhibition
(MUM-2172)

Sessional: 40 Marks
End Semester Exam: 60 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart hands on training for the preparation of different types of fabricated objects in Museum for the preparation of Museum Exhibits, Display and Diorama.

Course Outcomes:
After completion of the course the students shall be able to develop:
Practical skills on various aspects of museum display for the preparations of Moulds and cast of different parts of animals and plants, floor plan of exhibition and showcase accessories preparations.

Course Contents:
1. Preparation of moulds of different Plants and Animals.
2. Preparation of moulds of different kinds of artefacts.
3. Modern techniques of moulding and casting.
4. Preparation of casts of different parts and animals in different materials like Wax, POP, Rubber, Fiber glass etc.
5. Preparation of cast of different cultural objects in different materials like Wax, POP, Rubber, Fiber glass etc.
6. Floor plan of exhibition and planning charts.
7. Showcase designing and dressing, Showcase accessories preparation.
8. Preparation of Display accessories.
9. Planning and Development of an exhibit.
10. Graphic designing and preparation of posters and other publicity materials.
# DEPARTMENT OF MUSEOLOGY

**CBCS Course Structure of M.Sc.(Museology)**

## Semester III (24 Credits)

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<td>MUM -3103</td>
<td>Museum Management And Administration</td>
<td>04</td>
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<td>MUM-3171</td>
<td>Practical Conservation of Cultural Property</td>
<td>04</td>
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<td>04</td>
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Semester III
Museum Communication, Interpretation and Education
(MUM-3101)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge about different kinds of interpretation techniques, and mode of communication used in museum and educational role of Museum

Course Outcomes:
After completion of the course the students shall be able to understand:
About types of education, various communicative and interpretive techniques and role of museums in Formal education, various types of learning theories used in museums and outreach/extension activities, Mobile/Travelling Exhibition and associated activities.

Course Contents:
Unit I: (12 Lectures)
- Definition of Education: Formal, Non-formal and informal Education
- Learning Theories: Learning in Museums
- Learning from object
- Concept of Communication
- Museum as a communication system
- Brief history of educational activities of museums

Unit II: (12 Lectures)
- Definition and scope of interpretation
- Principles of Interpretation
- Interpretive activities, techniques, devices in museums
- Within the showcase: (Labels, Models, Graphics, AV Media etc.)
- Outside the show case: (Guided conducted tours, Publications, Extension Lectures, Demonstrations, Workshops, Seminars and Training Programmes)

Unit III: (12 Lectures)
- Museum outreach and extension activities
- Mobile and Travelling Exhibitions and associated activities
- Museum Loan Services, Loan Kits, Lecture Demonstrations in formal education institutions
- Field Trips, Excursions etc.
- Discovery Rooms
- Museum Information Services: Museum web sites, Museum based TV and Radio Programmes, Museum Networking etc.
Unit IV: (12 Lectures)

- History of Museum Education in North America and Europe
- Educational activities and programmes of major museums of the world
- Educational Programmes of major museums of India (National Museum, NMNH, IGRMS, NCSM, National Children Museum etc.)

Suggested Readings:

- Multimedia & Communication Technology by Steve Heath
- Interpreting Objects & Collections by Susan M. Pierce
- Digital Applications for Cultural & Heritage Institutions by Jame Hemsley, Vito Cappelini & Gerd Stanke
- The Educational Role of the Museum Purpose, Pedagogy & Performance by Eilean Hooper Grenhill
- Museums & Educator’s Handbook by Graeme K. Talboys
Conservation and Preservation of Cultural Properties  
(MUM-3102)

Sessional: 30 Marks  
End Semester Exam: 70 Marks  
Total: 100 Marks (4 Credits)

Course Objectives: To impart knowledge about Conservation and Preservation of Cultural Property

Course Outcomes:  
After completion of the course the students shall be able to understand:  
Various techniques of Conservation and Preservation of Cultural Properties like metal cleaning, conservation of paper, wood, skin, parchment, leather, bone, ivory etc.

Course Contents:

UNIT-I  
(12 lectures)  
- Causes of Deterioration of Cultural Property  
- Preventive conservation: Cleaning, Air Conditioning, Control of Temperature, Humidity, Atmospheric Pollution, Biological agencies etc.  
- Ethics of Conservation

UNIT- II  
(12 lectures)  
- General introduction to the cleaning and conservation of Inorganic materials like metals, Siliceous and related materials  
- Metal cleaning: Electro chemical reduction method and Electrolytic reduction method  
- Gold and Electrum  
- Silver and its alloys  
- Copper and its alloys  
- Lead, Tin, and Pewter  
- Iron and Steel

UNIT-III  
(12 lectures)  
- Conservation of organic materials of animal origin (Skin, Parchment, Leather, Bone, and Ivory)  
- Conservation of Organic materials of plant origin  
- Paper and Palm leaf manuscripts, preventive conservation and digitization  
- Wooden objects  
- Textile  
- Polymers
UNIT-IV

- Special technique for the conservation of mixed materials
- Easel painting: Material, technique and structure of easel paintings, Prints, Drawings, Illustrated manuscripts
- Rocks and stones:” their composition, structure and use in Sculpture, weathering and crystallization
- Terracotta: cleaning and removal of soil incrustation, restoration and Reconstruction of pottery.
- Glass: Care and storage of glass objects.

Suggested readings:
- Conservation of Antiquities and work of art by H. J. Plenderlith
- Manual of Curatorship (cultural property)
- Museum and Cultural Heritage of India by N. R. Banerjee
- Museum Environment by Garry Thomson
- An introduction to museum work by G. E. Bucaw
- Conservation of library and archival materials and the graphic art by Guy Petherbridge
- Conservation of Manuscripts and paintings of south-east Asia by O. P. Agarwal
Museum Management and Administration  
(MUM-3103)

Sessional: 30 Marks  
End Semester Exam: 70 Marks  
Total: 100 Marks (4 Credits)

Course Objectives: To impart the knowledge about different aspects of management and tools of management in museum functions.

Course Outcomes:  
After completion of the course the students shall be able to understand:  
Various tools, aspects and considerations in management of different functions of the museums.

Course Contents:
Unit I:  
(12 Lectures)
- Principles of museum management: Management planning and policy development, Mission Statement, Vision Document and Road Map
- Management by objective (MBO): Its significance in Museum Management
- Critical Path Analysis (CPA)
- SWOT Analysis and its significance in Management Planning
- Code of Professional Ethics, International Bodies (UNESCO, ICOM, UNEP, IUCN etc.)

Unit II:  
(12 Lectures)
- Management of different museum functions
- Museum Administration and Office Procedures
- Office Management
- Management of the office records
- Infrastructure Management (Premises, Equipments, House Keeping etc.)

Unit III:  
(12 Lectures)
- Security management
- Definition of Museum Security
- Basic Principles of Museum Security, Security of staff
- Mechanical and Electrical Security Gadgets
- Security against Fire (fire fighting, fire extinguishers and other gadgets)
- Health and Safety Measures
Unit IV:  (12 Lectures)

- Financial Management in museums: Capital Funding and Revenue Funding
- Methods and Management of Revenue generation: Commercial Sponsorship, Public Funding, Government Aid etc.
- Human Resource Management, In-Service Training, Carrier Development (Promotions, Incentives etc.)
- Recruitment procedure in museum including Job Description and Persons Specification

Suggested Readings:

- Museum Management, by Kevin Moore
- Collection Management, by Anne Faity
- The Manual of Museum Planning, by G. D. Lord & B. Lord
- Forward Planning, by T. Ambrose & S. Runyard
- Museum Basics by, T. Ambrose & C. Paine
Course Objectives: To impart hands on training for the preservation and conservation of various cultural property.

Course Outcomes:
After completion of the course the students shall be able to develop:
Skills for the conservation of various cultural property, identification of deterioration in various Cultural objects like, paper, leather, wood, etc. and various techniques of Conservation and restoration of Archival material.

Course Contents:
1. Identification of deterioration of Cultural Property

2. Conservation and restoration of Archival materials
   - Conservation of Paper and Manuscript
   - Minor repair and removal of creases
   - De-acidification of paper
   - Full page repair
   - Solvent lamination
   - Tissue repair
   - Cephone repair
   - Cephone Lamination

3. Conservation of Inorganic Materials
   - Restoration of Pottery
   - Cleaning of metal objects
   - Preventive Conservation technique
Open Elective

Preservation Techniques of Biological Specimens

(MUM-3091)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: The aim of the course is to develop knowledge related to various techniques of preservation of natural history specimens

Course Outcomes:
After completion of the course the students shall be self-sufficient in the preservation techniques of biological specimens, which would be an asset for safeguarding artifacts derived from animal and plants act as to provide great opportunity for self-employment.

Course Contents:

Unit I: (12 Lectures)
- Nature and composition of Biological Specimens.
- Causes of deterioration of Natural History collection.
- Biodeterioration and its control measures
- Definition of Preservation.
- Types of Preservation; Dry and wet Preservation.
- Preservatives and their types.
- Advantage and disadvantage of liquid preservatives like Alcohol, Formalin etc
- Storage of Biological Specimens in a Museums.

Unit II: (12 Lectures)
- Different type of Preservation techniques
- Dry preservation of Natural History specimens
- Micro techniques for Biological Specimens
- Preservation of Insect collection
- Definition of Plastination;
- Plastic embedding and Plastic infiltration

Unit III: (12 Lectures)
- Cleaning and Preservation of Egg
- Herbarium Preservation.
- Cleaning and Mounting of skeletons.
- Definition of Taxidermy.
- Preparation of cabinet skin
- Freeze Drying Technique.
Unit IV: (12 Lectures)

- Methods of wet preservation.
- Wet Preservation of plants.
- Wet preservation of Animals.
- Color preservation techniques
- Alizarin Mount Technique.
- Fabrication Techniques of Natural History Specimens.
- Definition of Insecticides and their classification.
- Preventive and curative methods of deterioration.

Suggested readings:

- Biological museum methods (vol. I & II) by G. Hangry & M. Dingle
- Manual of curatorship in natural history museums by Geffery Steinsfield
- Museum Basics by T. Ambrose & C. Paine
- Museum Environment by Garry Thomson
- An introduction to museum work by G. E. Burcaw
- Museum management by Kevin Moore
- Biodetoriation of Cultural property by O. P. Agarwal
## DEPARTMENT OF MUSEOLOGY

**CBCS Course Structure of M.Sc.(Museology)**

### Semester IV (24 Credits)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Course Code</th>
<th>Title of Paper/Practical</th>
<th>No. of Credit</th>
<th>Maximum Marks</th>
<th>Total Marks</th>
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<tr>
<td>1</td>
<td>MUM-4101</td>
<td>Intangible Heritage</td>
<td>04</td>
<td>30</td>
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<td>Museum Marketing And Public Relation</td>
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<td>3</td>
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<td>Museum collection &amp; Documentation</td>
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<td>MUM-4171</td>
<td>Practical</td>
<td>04</td>
<td>40</td>
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</tbody>
</table>

- **Practical**: Museum Documentation Technique and Environmental Monitoring
Course Objectives: To impart the knowledge about documentation and safeguarding of Intangible Heritage and its significance.

Course Outcomes:
After completion of the course the students shall be able to understand:

Course Contents:

Unit I: (12 Lectures)
- Definition, Meaning and Scope of Intangible Heritage
- Types of Intangible Heritage, Natural and Cultural Intangible Heritage
- UNESCO and ICOM initiative for safeguarding intangible heritage

Unit II: (12 Lectures)
- Definition of Intangible Natural Heritage
- Types of Intangible Natural Heritage
- Method and Tools for Documentation and Safe guarding of Intangible Natural Heritage
- Role of Museums in safeguarding Intangible Heritage
- Field studies

Unit III: (12 Lectures)
- Intangible Cultural heritage
- UNESCO Convention for the Safeguarding of Intangible Cultural Heritage
- Intangible Cultural heritage domains
- Language as a Vehicle of Tangible and Intangible Heritage
- Expressive Culture and Performing Arts (Music, Theatre, Dance & Festivals)
Unit IV: (12 Lectures)

- Methods and Tools for Documenting and Safeguarding Intangible Cultural Heritage
- Equipments and Technology for Collecting and Documenting Intangible Cultural Heritage (Audio, Video and Digital)
- Indigenous Traditional and Local methods for safeguarding Intangible Cultural Heritage.

Suggested Readings:

- World Folklore & Folklife Vol.2 by William M. Clements
- Traditional Festivals - A Multicultural Encyclopedia by Christian Roy
- Kathputli – The World of Rajasthani Puppeteers by Nazir Ali Jairazbhoy
- Living with Folk Art – Ethnic Styles from around the World by Nicholas Barnard
- Indian Performing Arts – A mosaic by Utpal K. Banerjee
- Traditions in Motion – Religion & Society in History by Satish Sabrewal & SupriyaVarma
Course Objectives: To impart knowledge about marketing in museums and the significance of visitors studies in museum marketing.

Course Outcomes:
After completion of the course the students shall be able to understand:
The concept of marketing in museums as well as the significance of visitor studies in museum marketing (mix marketing).

Course Contents:

Unit I: (12 Lectures)
- Definition of Marketing and Product
- Types and Values of Product (Tangible, Intangible & Mixed)
- Principles and fundamentals of marketing
- Concept of marketing in museums
- Understanding your market
- Market survey and Market research
- Market segmentation and the bases of segmentation

Unit II: (12 Lectures)
- Profit and non-profit marketing
- Concept of Mix Marketing
- Factors that affect mix marketing (4 P’s)
- Museum as a product for marketing, promotion of museum services
- Visitors development and visitor’s survey for marketing
- Analysis of visitors remarks, museum visitor study

Unit III: (12 Lectures)
- Financial management for non-profitable institution
- Fund raising and income generation
- Commercial sponsorships
- Museum development funds
- Special assistance schemes of Govt. and NGO’s
- Income through Tourism
- Projects and project proposals for financial assistance
Unit IV: (12 Lectures)

- Museum Visitor Study
- Museum publicity and advertisement
- Use of electronic and print media
- Conference, Seminars and Workshops
- Cultural programmes, film show etc.
- Museum visitors and public relation

**Suggested Readings:**

- Marketing the Museum, by Fion Mclean
- Fundamentals of Marketing, by Philip Kotler
- Museum Educator’s Handbook by Graeme K. Talboys
- Museum Management & Marketing by Richard Sandell & Robert R. James
- Museum Marketing & Strategy by Neil G. Kotler, Philip Kotler & Wendy I. Kotler
- Environmental Management by May Cassar
Museum collection and Documentation
(MUM-4103)

Sessional: 30 Marks
End Semester Exam: 70 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart knowledge about Museum Collection and Documentation

Course Outcomes:
After completion of the course the students shall be able to understand:
Various techniques and methods of collection and its documentation techniques used in museums such as manual documentation system, computer application in documentation, collection policies and ethics, safety and security of museum etc.

Course Contents:

Unit I: (12 Lectures)
- Type of Museum Collection
- Collection Policies and Ethics
- Methods of collections: Field collection, gift, loan, donation, exchange, purchase, confiscation etc.
- Field collection: Natural history specimens and Cultural objects.

Unit II: (12 Lectures)
- Legal aspects related with International & National Laws
- The Indian Treasure Trove Act, 1878.
- Wildlife Protection Act, 1972
- International Treaties and Conventions (CITES, UNESCO etc.)
- World heritage Sites

Unit III: (12 Lectures)
- Collection management
- Storage, handling of fragile materials
- Packing and Transportation
- Safety and Security of museum collection
- Modern Security Gadgets
Unit IV:  
(12 Lectures)

- Objectives of Museum Documentation.
- Methods of Manual Documentation System: Field book,
- Accessioning (Bipartite numbering System, Tripartite numbering system)
- Accession register, Sectional Register, Cataloguing, IndexCard etc.
- De-accessioning
- Computer Application in Documentation
- CIDOC’s Statement of Principles of Museum Documentation
- Museum Documentation Association (MDA)

Suggested readings:

➢ Collection Management by Anne Faity.
➢ Museum Basics by T. Ambrose and C. Paine
➢ The Manual of Museum Planning by G. D. Lord and B. Lord
➢ The cost of collecting – Collection Management in U.K. museums by B. Lord, G. Lord and H. Hicks.
➢ The return of Cultural Treasures by J. Greenfield.
➢ Collection Management for Museum by A. D. Robert.
➢ Museum Documentation Systems by R. B. Light, D. A. Roberts and J. D. Stewart
Practical
Museum Documentation Techniques and Environmental Monitoring
(MUM-4171)

Sessional: 40 Marks
End Semester Exam: 60 Marks
Total: 100 Marks (4 Credits)

Course Objectives: To impart practical skill about Museum Documentation and Environmental Monitoring in Museum

Course Outcomes:
After completion of the course the students shall be able to develop:
Practical skill on museum documentation techniques and Environmental Monitoring techniques such as measurements of Humidity, Temperature, light in Museums, manual documentation practices, digital documentation etc.

Course Contents:

1. Manual Documentation Practice
   - Accessioning and Accession Registers
   - Sectional Registers
   - Cataloguing and Index Cards
   - De-accessioning & disposal procedure

2. Digital Documentation
   - MDA and ICOM Procedures and recommendations
   - Latest applicable documentation software like JATAN
   - Uploading and searching of documented data

3. Environmental Monitoring
   - Humidity measurement and control
   - Temperature Measurement and control
   - Light intensity measurement and control
   - Use of Pesticide and Fumigation
   - Air Pollution Monitoring