

- Q.25 Discuss the uses of reference section.
- Q.26 Write any five needs of book selection.
- Q.27 Write short note on 'shelf rectification'.
- Q.28 Write the process of book ordering.
- Q.29 Discuss the tools of book selection.
- Q.30 Write short note on reference query.
- Q.31 Write the process of registration of periodical.
- Q.32 Write down various methods of book binding in library.
- Q.33 What are the methods of circulation?
- Q.34 Discuss charging and discharging system.
- Q.35 Write down the steps for Reservation of books.

SECTION-D

- Note:** Long answer type questions. Attempt any two questions out of three questions. (2x10=20)
- Q.36 Define reference service. Explain the different services provided by reference section.
- Q.37 Describe various activities of Technical section of library.
- Q.38 What do you mean by self arrangement? What are its various methods?

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4th Sem / LIS
Subject:- Library and Information Management- II/
Coll. Dev. -I

Time : 3Hrs. M.M. : 100

SECTION-A

Note: Multiple choice questions. All questions are compulsory (10x1=10)

- Q.1 John Durry is connected with:
- a) Charging system b) Book selection
 - c) Library Lehislation d) Library Catalogue
- Q.2 Charging method is a :
- a) Register b) Newyork
 - c) Brownee d) All of these
- Q.3 Which is odd one from?
- a) Planning b) Staffing
 - c) Directing d) Classification
- Q.4 Books selection Committee come under the categories of _____ Committees.
- a) Statuary b) Standing
 - c) Ad-hoc d) Working

- Q.5 The facility of inter library loan is provided by _____ department.
 a) Reference b) Circulation
 c) Technical d) Acquisition
- Q.6 What is standard size of accession register?
 a) 16x12 b) 16x13
 c) 16x11 d) 16x18
- Q.7 POSDCORB is related to _____
 a) Library Catalogue
 b) Library Automation
 c) Library Administration
 d) Library Reference service
- Q.8 The students, teachers and research scholars are the uses of _____ library.
 a) Academic b) Public
 c) Special d) Government
- Q.9 Who is the father of scientific Management?
 a) F.W. Taylor b) Luther Gulick
 c) Harold Kdontz d) all of the above
- Q.10 Who invented three card system?
 a) Cutter b) Dewey
 c) Ranganathan d) Brownee

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SECTION-B

- Note:** Objective type questions. All questions are compulsory. (10x1=10)
- Q.11 Who is the author given 11 words principles of book selection.
- Q.12 Give column is accession register _____.
- Q.13 Write any one book selection tools.
- Q.14 Classification work as a technical work _____ (True/False)
- Q.15 Give standard sizes of book racks.
- Q.16 Give full form ILL..
- Q.17 The card system involves _____
- Q.18 Give any one equipment of library.
- Q.19 Give name one non-book material
- Q.20 Meaning of renewal of books.

SECTION-C

- Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)
- Q.21 Draw different column of the accession Register
- Q.22 Define process of renewal of book.
- Q.23 Describe the procedure of new membership in the library.
- Q.24 Why binding is essential in the library and discuss its uses.

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