

- Q.28 Define filing of entries. Write any three rules of filing of entries.
  - Q.29 Describe chain procedure.
  - Q.30 Describe institution as a corporate author.
  - Q.31 Difference between complete set and uncomplete set with example.
  - Q.32 Describe MARC in brief.
  - Q.33 Explain any two forms of centralized cataloguing.
  - Q.34 Write a short note on multi volume book.
  - Q.35 Write any five rules of choice and rendering of organ of institution.

## **SECTION-D**

**Note:** Long answer type questions. Attempt any two questions out of three questions. (2x10=20)

- Q.36 Define multi-volume book. Explain the rules of cataloguing of multi volumed book with example.

Q.37 Explain the forms of cooperative cataloguing.

Q.38 Explain the method of compilation of union catalogue.

No. of Printed Pages : 4

Roll No. .... 181634/121634/031634

**3rd Sem / Branch : Library and Information Science  
Subject:- Library Cataloguing - II /  
Library Cataloguing-III**

Time : 3Hrs.

M.M. : 100

## **SECTION-A**

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

- Q.1 Filing of entries is

  - a) to arrange the entries in a systematic order in a catalogue
  - b) to arrange the files
  - c) to arrange the record
  - d) None of these

Q.2 A person who collect information from various sources is known as :

  - a) Collaborator                  b) Compiler
  - c) Editor                          d) Author

Q.3 According to AACR-2 in the tracing section of main entry first we record:

  - a) Title entry                  b) Subject entry
  - c) Series entry                  d) Author entry

Q.4 Sear's list of subject heading is a:

  - a) Classified list of Subject
  - b) Alphabetical list of subjects
  - c) Geographical list of subject
  - d) None of these

Q.5 The information of a book such as author, title, imprint is known as:

- a) Description
- b) Bibliographical description
- c) Record of a book
- d) Details of a book

Q.6 MARC refers to:

- a) Book number      b) Classification
- c) Catalogue        d) Indexing

Q.7 The number of elements in the call number is:

- a) Two                b) Three
- c) Four               d) Five

Q.8 Cooperative cataloguing:

- a) Sharing the cost and labour of cataloguing
- b) to avoid duplication
- c) to save the time
- d) All of these

Q.9 Which one is odd:

- a) Government        b) Institution
- c) Conference        d) Personal Author

Q.10 CIP means

- a) Cataloguing in Publication
- b) Cataloguing before Publication
- c) Cataloguing after Publication
- d) Both A & B

## SECTION-B

**Note:** Objective type questions. All questions are compulsory.  
(10x1=10)

- Q.11 Write any one example of multi-volume book.
- Q.12 Cataloguing is a process and cataloguing is a tool. T/F
- Q.13 Cooperative catalogue help us in saving.\_\_\_\_\_
- Q.14 Card form is a type of \_\_\_\_\_ cataloguing.
- Q.15 Write the full form of MARC.
- Q.16 Write the size of library catalogue card.
- Q.17 Write full form of AACR-1
- Q.18 \_\_\_\_\_ arrangement is the one method of filing of entries.
- Q.19 Write the meaning of single authorship.
- Q.20 Write any two examples of institution as a corporate author.

## SECTION-C

**Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)

- Q.21 Define union catalogue. Write it's any three objectives.
- Q.22 Write any five differences between cooperative and centralized catalogue.
- Q.23 Describe cooperative cataloguing.
- Q.24 Compare the personal author and corporate author.
- Q.25 Write any four rules of cataloguing of conference as a corporate author.
- Q.26 Write the various forms of centralized cataloguing.
- Q.27 Write any five advantages of centralized cataloguing.