

- Q.28 Write the function of library management.
- Q.29 Explain the major sources of finance in library.
- Q.30 Describe the library statistics.
- Q.31 Define the role of libraian in library building planning.
- Q.32 Management is a continue process? Explain it.
- Q.33 Define TQM in briefly.
- Q.34 Explain the responsibilities of librarian towards committee.
- Q.35 Explain any one method of stock verification.

#### SECTION-D

- Note:** Long answer type questions. Attempt any two questions out of three questions. (2x10=20)
- Q.36 What is library stock verification? Defined need and purpose.
- Q.37 Define annual Report and draft the annual report in university library.
- Q.38 i) Short note on non-book material.  
ii) Short note on archival material

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#### 5th Sem / LIS

#### Subject:- Library and Information Management - III

Time : 3Hrs.

M.M. : 100

#### SECTION-A

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

- Q.1 Library cooperation is well known by:  
a) INIS                                      b) UNISIST  
c) DEWEY                                  d) Far mington plan
- Q.2 Full form of TQM?  
a) Total quality management  
b) Total quality  
c) Both a and b  
d) All of these
- Q.3 POSDCORB was adopted by?  
a) J w schulze                              b) Hendry fayd  
c) F.W Taylor                              d) Luther Gulick
- Q.4 What is standard size of accession register?  
a) 16x12                                      b) 16x13  
c) 16x11                                      d) 16x18
- Q.5 How many columns are there in the accession register?

- a) 10                                      b) 12  
c) 16                                      d) 14
- Q.6 How had invented the MBO?  
a) Eltomn mayo  
b) Peter Drucker  
c) Frederic winslow taylor  
d) Kermeth Blanchard
- Q.7 What is management?  
a) Management is process  
b) Process of making collection  
c) Is a collective process  
d) Is a single process
- Q.8 Which of among these is not stock verification method:  
a) Sample verification    b) By accession register  
c) Numerical counting    d) Stock rectification
- Q.9 POSDCORB is related to \_\_\_\_\_  
a) Library catalogue  
b) Library automation  
c) Library administration  
d) Library reference services
- Q.10 John drury is connected with:  
a) Charging system      b) Book selection  
c) Library legislation    d) All of these

## SECTION-B

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

- Q.11 Write any one book selection technique.  
Q.12 Full form of TQM.  
Q.13 Define library resource sharing.  
Q.14 Write name any one equipment in library.  
Q.15 Write any one method of stock verification.  
Q.16 Write any two function of management.  
Q.17 Define close Access system.  
Q.18 Give number of column in accession Register.  
Q.19 Write any two method of annual report.  
Q.20 What is library statistics?

## SECTION-C

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

- Q.21 Write a short note on accession register.  
Q.22 Write five purpose of resource sharing.  
Q.23 Write any six principle of library management.  
Q.24 Define the need of library records.  
Q.25 Explain the techniques of preservation of library collection.  
Q.26 Brief the steps involved in SDI.  
Q.27 Describe the library records. Explain the sources of library records.