

- Q.22 Write a note on library statices.
 - Q.23 Write a note on stock verification.
 - Q.24 Write any five extension services.
 - Q.25 Draw a different column in accession register.
 - Q.26 Give any five library information services.
 - Q.27 Describe the allocation of resources.
 - Q.28 DEScribe methods of preservation of books.
 - Q.29 Give any five sections of library. Explain it.
 - Q.30 How would you prepare an annual report.
 - Q.31 Write the procedure for registration of new membership in the library.
 - Q.32 Discuss the different activities in periodical section.
 - Q.33 What do you mean by ILL? Discuss its need.
 - Q.34 How the book are procured in library.
 - Q.35 Write a note on TQM.

Section-D

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

- Q.36 What is annual report? Prepare a draft of annual report.

Q.37 Define stock verification? Explain the best method of library stock verification.

Q.38 Write note on TQM?

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SECTION-A

Note: Multiple type Questions. All Questions are compulsory. (10x1=10)

- Q.1 Which are not problems with reference to _____.
a) Published after a define period
b) Published after definite period
c) Published at time to time
d) Published by difference names at

Q.2 What is one of the most important aspects of management _____.
a) Cost effectiveness b) Cost accounting
c) Cost benefit analysis d) Performance analysis

Q.3 KARDEX is used in _____.
a) Circulation control system
b) Periodicals control system
c) Acquisition control system
d) Technical control system

- Q.4 What is means by reinforced binding_____.
- Strengthening the book by adding some material
 - Strengthening the book by sewing
 - Strengthening the book re binding
 - Strengthening the book by supporting
- Q.5 Which are not the problems with reference to
- Problems in selection b) Problems in ordering
 - Problems in receiving d) Problems in accrssioning
- Q.6 _____ function as decorative places in the process of binding?
- Head bands
 - Attaching covers
 - Hollow bucks
 - End papers
- Q.7 _____ is plan document and a financial statement for a specific period.
- Finance
 - Budget
 - Accounting
 - Auditing
- Q.8 The size of Newark issue – return system card is _____.
- 5*3
 - 5*4
 - 3*3
 - 4*3
- Q.9 Newark issue - return system _____.
- One card system
 - Two card system
 - Three card system
 - None of these

- Q.10 Which section is called the heart of the library _____.
- Technical section
 - Circulation section
 - Reference section
 - Maintenance section

Section-B

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

- Define statistics?
- Full form of TQM?
- Write down any two information servies?
- Write any two method of book preservation.
- Give one example of library equipment.
- What is extension services.
- Meaning of resources sharing.
- What is non book materials?
- Write any one library rules?
- Write down any one method of stock verifications.

Section-C

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

- Q.21 WRite any five needs of book binding.