

- Q.27 Define inter-library-lone and discuss its needs.
 - Q.28 Write the procedure for registration of new membership in the library.
 - Q.29 Write short note on 'shelf rectification'.
 - Q.30 How the books are procured in library?
 - Q.31 Write the Ranganathan's principles of book selection.
 - Q.32 Define the function of maintenance section.
 - Q.33 Write the functions of technical section.
 - Q.34 Name the types of reference services. Explain any one.
 - Q.35 Write short note on 'Reference Service'.

Section-D

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

- Q.36 Describe various methods for circulation of books. Explain any one methods.

Q.37 Describe various activities of acquisition section in library.

Q.38 Name different sections of library. Discuss any one in detail.

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**4th Sem. Branch : Library & Information Science
Subject : Library & Information Management-II/
Coll. Dev-I**

Time : 3 Hrs. M.M. : 100

SECTION-A

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

- Q.1 The students, teachers and research scholars are the users of _____ library.

a) Academic b) Public

c) Special d) Government

Q.2 Three card system is used in _____.

a) Books b) Periodicals

c) Audio/Video d) All of these

Q.3 A library is basically a _____ institution.

a) Learning b) Services

c) Social d) Research

Q.4 The functional elements of scientific management are known as :

a) POSDCORB b) POSDCORD

c) POSBCORD d) PODSCORB

Q.5 Which department is concerned with selection, procurement and accessions of documents?

- a) Acquisition
- b) Technical
- c) Finance
- d) Circulation

Q.6 POSDCORB was adopted by?

- a) J W Schulze
- b) Hendry Fayol
- c) F.W. Taylor
- d) Luther Gulick

Q.7 How many columns are there in the accession register?

- a) 10
- b) 12
- c) 16
- d) 14

Q.8 How many function of management?

- a) 7
- b) 14
- c) 10
- d) 5

Q.9 Three card system was proposed for :

- a) Books
- b) Microforms
- c) Periodical Maintenance
- d) Patents

Q.10 Book selection cards, Budget allocation register and Accession registers are used by _____ department.

- a) Periodicals
- b) Circulation
- c) Technical
- d) Acquisition

Section-B

Note: Objective type questions. All questions are compulsory. $(10 \times 1 = 10)$

Q.11 Give any one section of library.

Q.12 Give full form ILL.

Q.13 Number of section of university library.

Q.14 Book order work as a Acquisition work _____. (True/False)

Q.15 Issue of books work as a circulation work _____. (True/False)

Q.16 Write name any one reference service.

Q.17 Where in this section the books are repaired in the library?

Q.18 Catalogue work as technical work. (True/False)

Q.19 Give name any one method of record for periodicals.

Q.20 Name any one reference tools.

Section-C

Note: Short answer type Questions. Attempt any twelve questions out of fifteen Questions. $(12 \times 5 = 60)$

Q.21 Write any five uses of book binding.

Q.22 Write five book selection tools.

Q.23 Write the name of section in university library.

Q.24 Write the process of registration of periodical.

Q.25 Mention the activity of technical section.

Q.26 How would you organise the periodical section.