

- Q.26 Write any five functions of library management
 - Q.27 Write any five features of a good library budget.
 - Q.28 Explain any two principles of library management.
 - Q.29 Make a list of safety measures for a college library.
 - Q.30 Explain 'POSDCORB' in brief.
 - Q.31 Explain the factors of library building
 - Q.32 Write a short note on library rules
 - Q.33 Write the name of any ten principles of library management.
 - Q.34 Describe any two types of committee.
 - Q.35 Describe the 'Scalar chain ''&' unity of command

SECTION-D

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

- Q.36 Define library management. Explain the functions of library management.

Q.37 Define library finance, Explain the sources of finance for an college library

Q.38 Define budget. Explain the various budgeting techniques.

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3rd Sem / Library & information Science
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SECTION-A

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

- Q.1 Which is correct one .

 - a) POSDCORB
 - b) POD CORB
 - c) PSO DORB
 - d) POSB CORB

Q.2 MBO stands for _____.

 - a) Modern budget operation
 - b) Management by objectives
 - c) Management by organisation
 - d) None of these

Q.3 'Division of work' is one the principles of _____.

 - a) Supervision
 - b) Organisation
 - c) Scientific management
 - d) None of these

Q.4 Which one is odd :

 - a) AC
 - b) Photocopy machine
 - c) Computer
 - d) New arrival stand

- Q.5 The principles of scientific management were expounded by :
a) P.F Drucker b) Margret mann
c) F.W Taylor d) E . mayo
- Q.6 Scalar chain indicates line of authorities from :
a) Left to right b) Right to left
c) Top to bottom d) Bottom to top
- Q.7 College library budget is approved by the :
a) Library council
b) College committee
c) UGC
d) Principle of the college.
- Q.8 The acronym POSDCORB was coined by :
a) L . Gulick b) MAX Weber
c) G R Gerry d) None of these
- Q.9 PPBS relates to :
a) Management b) Budgeting
c) Organisation d) None of these
- Q.10 'Assessment of future' is one of the step of :
a) planning b) Management
c) Event d) None of these

SECTION-B

- Note:** Objective type questions. All questions are compulsory. (10x1=10)
- Q.11 Write the meaning of management.
Q.12 Write any two names of library equipments.
Q.13 Esprit-de-corps emphasizes team work. (True/False)
Q.14 F.W Taylor is regarded as a father of scientific managements.
Q.15 Assessment of future is one step in the process of planning. (True/False)
Q.16 Write the full form of 2BB
Q.17 Write the name of one type of library committee.
Q.18 Management is a continuos process. (True/False)
Q.19 _____ is the term for the function of library management.
Q.20 Write any one library role.

SECTION-C

- Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)
- Q.21 Define management & Write its any four principles.
Q.22 Make a organisational structure of a university library.
Q.23 Management is a art or science , Explain in brief.
Q.24 Define budget & Write its any three features.
Q.25 Define library committee . Write the names of types of library committee.