

SECTION-D

Note: Long answer type questions. Attempt any three questions out of four questions. 3x10=30

Q.33 Define various methods for stock verification.

Explain any one methods of stock verification.

Q.34 Prepare a draft of Annual Report.

Q.35 Define the term of book. Explain various methods for preservation of library reading material.

Q.36 What do you understand by statistics? Explain the various types of library statistics.

No. of Printed Pages : 4

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5th / Library & Information Science

Subject : Library & Inf. Management - III

Time : 3 Hrs.

M.M. : 100

SECTION-A

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

Q.1 Give full form of TQM.

Q.2 Give column in accession register -----.

Q.3 Give any one library extension service.

Q.4 Meaning of non-book material.

Q.5 Write any one uses of ILL.

Q.6 Write any one method of preservation of books.

Q.7 Give one example of library equipment.

Q.8 Define Close Access System.

Q.9 Write any one book selection tool.

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Q.10 Write name any one method of stock verification.

SECTION-B

Note:Very short answer type questions. Attempt any ten questions out of twelve questions. 10x2=20

Q.11 Define Library Management.

Q.12 Describe accessioning of books.

Q.13 Define library statistics.

Q.14 Write any two types of book binding.

Q.15 Write any two benefits of Annual Report.

Q.16 Define book.

Q.17 Define Inter Library Loan.

Q.18 Write any two methods of recording of periodicals.

Q.19 Write two uses of accession register.

Q.20 Describe library records.

Q.21 Write any two library tools.

Q.22 Define resource sharing.

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SECTION-C

Note:Short answer type questions. Attempt any eight questions out of ten questions. 8x5=40

Q.23 Write any five functions of library stock verification.

Q.24 Give essentials of sound proof flooring.

Q.25 Prepare specimen of Accession Register.

Q.26 Write process of book ordering.

Q.27 Write any five extension services provided by university library.

Q.28 Write any five needs of statistics in library.

Q.29 Describe advantages of TQM.

Q.30 State the essential of furniture required in library.

Q.31 Write any five training methods for library staff.

Q.32 Describe the process of book binding.

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