

11N18063

(Pages: 2)

Reg. No:.....

Name: .....

FAROOK COLLEGE (AUTONOMOUS), KOZHIKODE

**First Semester MLISC Degree Examination, November 2018**  
**MLIB1B02 –Management of Libraries & Information Centres**  
(2017 Admission onwards)

Max. Time: 3 hours

Max. Weightage : 36

**I. Answer the following short answer questions, each in one or two sentences.**

1. Define management.
2. Mention any four schools of management thought.
3. What is meant by span of control?
4. State Dewey's Principle of book selection?
5. What is accessioning?
6. Mention any four organizational patterns of libraries?
7. What is fumigation?
8. Mention the jobs involved in physical processing of books.
9. List any four professional duties in libraries.
10. What is participatory management?
11. Mention any two theories of motivation.
12. What is shelf rectification?
13. Mention the steps in zero-based budgeting.
14. What are the uses of annual report? (14 x 1 = 14 weightage)

**II. Answer any SEVEN questions, in two or three paragraphs each.**

15. MbO
16. Total Quality Management
17. Methods of acquisition of documents in libraries
18. Tools needed in the Maintenance Section of a large library
19. Types of charging systems
20. Institutional repository
21. Induction
22. Performance appraisal
23. Sources of finance for a university Library
24. Library rules (7 x 2 = 14 weightage)



**III. Answer any TWO essay questions (each in about 1000 words).**

25. Describe the steps involved from the selection of documents to their release for public use in a library.
26. Briefly describe any four effective stock verification techniques.
27. Examine the major activities involved in the management of manpower in libraries and information centres.
28. Elaborate the contents and procedure of preparation of staff manual.

**(2 x 4 = 8 weightage)**



25

FAROOK COLLEGE (AUTONOMOUS), KOZHIKODE  
First Semester MLISC Degree Examination, November 2018  
MLIB1B01- Foundations of Librarianship

(2017 Admission onwards)

Max. Time: 3 hours

Max. Weightage : 36

**I. Answer ALL the following (short answer) questions:**

1. Manuscripts
2. P.N. Panicker
3. CILIP partners
4. IASLIC Bulletin
5. Corporate libraries
6. The imperial library
7. Subscription libraries
8. School library collection
9. The British Library Portal
10. National outreach of ALA
11. Need for library legislation
12. National Library for the Blind
13. RRRLF Differently Abled Corner
14. Works protected under Indian Copyright Act

(14 x 1 = 14 Weightage)

**II. Answer any SEVEN (paragraph type) questions**

15. Digital archives
16. ALA Code of Ethics
17. Cultural role of libraries
18. The World Digital Library
19. UGC and University libraries
20. Characteristics of special libraries
21. UNESCO Public Library Manifesto
22. Features of Madras Public Libraries Act, 1948
23. Delivery of Books and Newspapers Act, 1954
24. Implications of the fourth law of library science

(7 x 2 = 14 Weightage)



**III. Answer any TWO essay questions**

25. Discuss the concept of a modern library.
26. Describe the right to information act 2005.
27. Describe the strategic programmes of IFLA.
28. Discuss the situation of libraries in ancient and medieval India

**(2 x 4 = 8 Weightage)**



FAROOK COLLEGE (AUTONOMOUS), KOZHIKODE  
First Semester MLISC Degree Examination, November 2018  
MLIB1B03 – Information Sources & Services  
(2017 Admission onwards)

Time: 3 hours

Max. Weightage : 36

Answer all questions. Each question carries a Weightage of one

1. What is meant by conventional sources?
2. Define Invisible college?
3. E-ZINES?
4. What is an almanac?
5. Mention any two geographical sources?
6. What is technical report?
7. What is meant by non- documentary sources?
8. What is meant by Guide to literature?
9. Define short range services?
10. What is Govt. Publications?
11. What is user study?
12. What is Grey literature?
13. Mention any two tertiary sources ?
14. What is trade literature?

**(14x1=14)**



Answer any *seven* questions. Each question carries a weightage of *two*

15. Documentary sources?
16. Explain SDI?
17. Types of dictionaries?
18. World of learning?
19. Data, Information, Knowledge and wisdom
20. What is meant by on line reference service? Explain with examples.
21. What is indexing and abstracting periodicals?
22. What is secondary sources? Explain with examples
23. Write about Pubmed?
24. What is Standards? (7x2=14)

**I. Answer any *two* questions. Each question carries a Weightage of *four***

25. Brings out the basic differences between primary, secondary and tertiary sources?
26. What is reference service, concept, definition and types?
27. Discuss information search technique?
28. Attempt a classification of bibliographies. Explain the criteria used for the evaluation of bibliographies? (2x4=8)

FAROOK COLLEGE (AUTONOMOUS), KOZHIKODE

First Semester MLISC Degree Examination, November 2018

**MLIB1B04 –Library Classification Theory**

(2017 Admission onwards)

Max. Time: 3 hours

Max. Weightage : 36

**Answer all the questions (Short answer)**

**(14 x 1 = 14 Weightage)**

1. Enumerative Classification
2. Personality Facet
3. Brevity
4. Fusion
5. Chain
6. Idea Plane
7. Book Number
8. Mnemonics
9. Compound Subject
10. APUPA Pattern
11. Canonical Division
12. Entity
13. Isolate
14. Literary Warrant

**I. Answer any *Seven* questions (Paragraph answer)**

**(7 x 2 = 14 Weightage)**

15. Auxiliaries in UDC
16. Wall-Picture Principle
17. Fundamental Categories
18. Systems and Specials
19. Loose Assemblage
20. Canons for Characteristics
21. Array



22. Characteristics of a good notation system

23. Call Number

24. Postulates for facet analysis

**III. Write essays on any *two* questions**

**(2 x 4 = 8 Weightage)**

25. What is a notation? Explain canons for notational plane.

26. Define analytico-synthetic classification? Discuss the salient features of CC.

27. Explain different modes of formation of subjects with suitable examples.

28. What is a book number? Explain different methods for deriving book number?



MIN18066

(Pages : 2)

Reg. No:.....

Name: .....

FAROOK COLLEGE (AUTONOMOUS), KOZHIKODE  
First Semester MLISC Degree Examination, November 2018  
MLIB1B05- Library Cataloguing Theory  
(2017 Admission onwards)

Max. Time: 3 hours

Max. Weightage : 36

I. Answer all the questions (in three to four sentences)

- 1. Sheaf Catalogue
- 2. Library catalogue
- 3. Chain Procedure
- 4. CCC
- 5. Web OPAC
- 6. Areas in ISBD
- 7. Pseudonym
- 8. Analytical entry
- 9. Imprint
- 10. What do you understand by rendering
- 11. Subject indexing
- 12. Metadata
- 13. Corporate Authorship
- 14. Collation

(14 x 1 = 14 Weightage)

II. Answer any *Seven* questions (in two or three paragraphs)

- 15. Pre co-ordinate Indexing
- 16. Book Index Entries
- 17. MARC
- 18. Dublin Core
- 19. CCF
- 20. Problems assigning in subject headings
- 21. Union Catalogue
- 22. Describe the significance of ISBD and explain areas in detail.
- 23. ALA rules for filling alphabetical entries
- 24. Centralised cataloguing

(7 x 2 = 14 Weightage)

III. Write essays on any *two* questions

- 25. Explain objectives and functions of library catalogue.
- 26. Explain the main entry and different added entries as per AACR 2 with suitable diagrams
- 27. Explain different methods for filing catalogue entries.
- 28. Discuss the salient features of Sear's List of Subject Headings

(2 x 4 = 8 Weightage)