PG Even Semester Examination, September, 2023

LIBRARY & INFORMATION SCIENCE

(2nd Semester)

Course No: LISCC-551
(Management of Library and Information Centre-I)

FM: 70
Pass Marks : 28
Time: 3 Hours

The figures in the right margin indicate full marks for the question
Answer all questions taking one from each unit.

UNIT-I

1. (a) Define the term 'Management' and discuss various approaches of management. 7

   (b) Discuss briefly the need and scope of management. 7

2. Write an essay on management schools of thought and their roles in managing modern library. 14

UNIT-II

3. (a) What do you mean by the term 'Acquisition and Collection Development'? Discuss. 6

   (b) Discuss briefly the scope for acquiring books and peridicals in a university / college library. 8

4. (a) What are the principles of book selection available? Discuss any two principles of book selection. 7

(b) What are the recent trends in acquisition of reading materials? Is university library following online mode of acquisiton? Explain. 7

UNIT-III

5. (a) Discuss the objectives and functions of the Technical Section of a college / university library. 7

(b) Write short notes on stock verification. 7

6. (a) What are various components of circuation section you came across? Discuss functions of each sub units. 7

(b) Discuss briefly the role of E-Resource section in dissertation of online resources. 7

UNIT-IV

7. (a) What do you mean by library report and library statistics? 7

(b) If you are a colleges librarian, how you will prepare an Annual Report for your collge library? Please explain through a Model Annual Report. 7

8. (a) How many types of reports are available? 7

(b) Discuss the concept, types and functions of Library Committee. 7

UNIT-V

9. (a) Discuss the concept, needs and purposes of Human Resource Management. 7

(b) How does it differ from Human Resoruce Development? Explain. 7

10. Write a short notes on any two of the following : 7x2=14

(a) Job Analysis and Job Description

(b) Fitting and Furniture for a university library

(c) Role of Maintenance section in university / college library

(d) Preservation and conservation of reading materials

(e) Resource sharing : Role of INFLIBNET.

(f) Collection Development Policies

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