

Library System and Resource Management (747)

Sample Question Paper

Class XII - 2018-19

Time: 3 Hours

Max. Marks: 60

General Instructions:

1. Question paper is divided into two sections: Section-A and Section- B.
2. **Section-A:**
 - i. Multiple choice question/Fill in the blanks/Direct Questions of 1 mark each. Answer any 10 questions out of the given 12 questions.
 - ii. Very Short Answer of 2 marks each. Answer any 5 questions from the given 7 questions.
 - iii. Short Answer of 3 marks each. Answer any 5 questions from the given 7 questions.
3. **Section-B:** Long/Essay type questions of 5 marks each. Answer any 5 questions from the given 7 questions.
4. All questions of a particular section must be attempted in the correct order.
5. Please check that this question paper contains 33 questions out of which 25 questions are to be attempted.
6. The maximum time allowed is 3 hrs.

SECTION –A

Answer any 10 questions out of the given 12 questions:

1. Budget is an estimate of _____ and _____ for the coming year (1)
2. A Library Committee is responsible for _____. (1)
3. Librarian must have _____ and powers for controlling the day to day activities of the library (1)
4. Planning a library building is a term work consisting of the _____, _____ and the _____. (1)
5. Users of the Academic Librarian are _____. (1)
6. Functions of _____ system are :- (1)
 - a) Selection, ordering, Receiving and Accessioning
 - b) Selection, ordering, Receiving and Issue/return
 - c) Selection, ordering, Classification and Issue/return
 - d) None of the above
7. Academic librarian can be divided into three broad categories (1)
 - a) School Librarian, college librarian and university Librarian
 - b) School Library, Government Librarian, and public Library
 - c) School, Library, collage Library and public library
 - d) None of the above
8. Five laws of Library science are given by (1)
 - a) Dr. S. R. Ranganathan
 - b) Melvil Dewey
 - c) C. A. Cutter
 - d) F. W. Drary
9. Weeding out refers to (1)
 - a) Required documents from other librarian
 - b) Remove unwanted documents from collection
 - c) Gifts documents to other Librarian
 - d) None of the above

10. Kordex system was produced by _____ (1)
a) American Library Association (ALA)
b) M/s Remington rond co.
c) Indian Library Association (ILA)
d) Dr. S.R. Ranganthan

11. What is the size of the book cord in the browne system? (1)

12. Time discrete unit of data in digital format is measured by _____ (1)

Very Short Questions: (2 marks each).

Answer any 5 questions out of the given 7 questions:

13. Write three advantages of Library Committee? (2)
14. How can you convert your Library into a Good Library? (2)
15. How much space will be required for making seating space for 20 graduate students and 10 faculty members in reading room of your Library? (2)
16. Write a short note on automated Requisition system? (2)
17. Why weeding is required in the serial Section? (2)
18. List the four different informations you will get from on issue/return system. (2)
19. Write five benefits of digitization? (2)

Short Questions: (3 marks each).

Answer any 5 questions out of the given 7 questions:

20. How you will protect your library collection from theft and Vandalism? (3)
21. What is Governance? What are the guiding principles for effective library governance? (3)
22. Write the different issues, which must be considered for making the best library building floor. (3)
23. Discuss the need and purpose of computer _____? How your library will be benefitted from computerization? (3)
24. How five laws of library science help in book selection? Discus the demend the any of book selection? (3)
25. What kordex system? Write the different field of card by drawing the skeleton/sketch? (3)
26. Write the objectives of Circulation section? Write its function? List the different issue/returns system. (3)

SECTION –B

Long/Essay type questions (5 marks each).

Answer any 5 questions out of the given 7 questions:

27. Why space management is required in the library? What are the different areas in a library? Write the size of different rooms? (5)
28. Discuss the selection criteria for documentary sources? (5)
29. Explain the different methods of procuring serials (5)
30. Explain the issue and return procedure in the browne system? Write its advantages and disadvantages. (5)
31. Explain the issue and return procedure in the Newark system? Write its advantages and disadvantages? (5)
32. What is an inventory center is a library? Why it is followed in libraries? (5)
33. What is Digitization? Write the steps involved in digitization? Why digital preservation is required? (5)