

CBSE | DEPARTMENT OF SKILL EDUCATION

Library and Information Science (SUBJECT CODE -836)

Blueprint for Sample Question Paper for Class XII (Session 2022-2023)

Max. Time: 3 Hours

Max. Marks: 60

PART A - EMPLOYABILITY SKILLS (10 MARKS):

UNIT NO.	NAME OF THE UNIT	OBJECTIVE TYPE QUESTIONS	SHORT ANSWER TYPE QUESTIONS	TOTAL QUESTIONS
		1 MARK EACH	2 MARKS EACH	
1	Self-Management Skills- IV	2	2	4
2	ICT Skills- IV	2	1	3
3	Entrepreneurial Skills- IV	2	2	4
TOTAL QUESTIONS		6	5	11
NO. OF QUESTIONS TO BE ANSWERED		Any 4	Any 3	07
TOTAL MARKS		1 x 4 = 4	2 x 3 = 6	10 MARKS

PART B - SUBJECT-SPECIFIC SKILLS (50 MARKS):

Chapter NO.	NAME OF THE UNIT	OBJECTIVE TYPE QUESTIONS	SHORT ANS. TYPE QUES.- I	SHORT ANS. TYPE QUES.- II	DESCRIPTIVE/ LONG ANS. TYPE QUESTIONS	TOTAL QUESTIONS
		1 MARK EACH	2 MARKS EACH	3 MARKS EACH	4 MARKS EACH	
1	Library Management	7	1	1	2	11
2	Organisation of Library Resources	5	1	1	1	8
3	Library & Information Services	8	2	0	1	11
4	Computer Application in Libraries	7	0	1	1	9
5	Communication Skills	5	1	0	0	6
TOTAL QUESTIONS		32	5	3	5	45
NO. OF QUESTIONS TO BE ANSWERED		26	Any 3	Any 2	Any 3	34
TOTAL MARKS		1 x 26 = 26	2 x 3 = 6	3 x 2 = 6	4 x 3 = 12	50 MARKS

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Max. Time: 3 Hours

Max. Marks: 60

General Instructions:

1. Please read the instructions carefully.
2. This Question Paper consists of **24 questions** in two sections – Section A & Section B.
3. Section A has Objective type questions, whereas Section B contains Subjective type questions.
4. **Out of the given (6 + 18 =) 24 questions, a candidate has to answer (6 + 11 =) 17 questions in the allotted (maximum) time of 3 hours.**
5. All questions of a particular section must be attempted in the correct order.
6. **SECTION A - OBJECTIVE TYPE QUESTIONS (30 MARKS):**
 - i. This section has 06 questions.
 - ii. There is no negative marking.
 - iii. Do as per the instructions given.
 - iv. Marks allotted are mentioned against each question/part.
7. **SECTION B – SUBJECTIVE TYPE QUESTIONS (30 MARKS):**
 - i. This section contains 18 questions.
 - ii. A candidate has to do 11 questions.
 - iii. Do as per the instructions given.
 - iv. Marks allotted are mentioned against each question/part.

SECTION A: OBJECTIVE TYPE QUESTIONS

Q. 1	Answer any 4 out of the given 6 questions on Employability Skills (1 x 4 = 4 marks)	
i.	'Self-control', is the ability to control _____ effectively in different situations. i. One's emotions, ii. One's thoughts iii. One's behaviour iv. All of the above	1
ii.	Neuroticism is a trait, wherein, individuals show _____ i. Negative feelings ii. Positive feelings iii. Sympathetic feelings iv. Cooperative feelings	1
iii.	The Shortcut keys to make text italic in the spreadsheet is _____. i. Ctrl+B ii. Ctrl+U iii. Ctrl+I iv. Ctrl+C	1
iv.	Name the different ways of aligning the text. i. Left and Right ii. Left and Centre iii. Right and Centre iv. Left, Right and Justified	1
v.	Entrepreneurship development refers to the process of enhancing _____ skills and knowledge through structured training and institution-building programmes.	1
vi.	Those entrepreneurs who do not have any entrepreneurship background is known as _____. i. First generation entrepreneurs ii. Professional entrepreneurs iii. Social entrepreneurs iv. Family business entrepreneurs	1
Q. 2	Answer any 5 out of the given 7 questions (1 x 5 = 5 marks)	
i.	The guiding factors of collection development are _____ and _____.	1
ii.	According to GFR, complete physical verification of books should be done every year in case of Libraries having not more than _____ of books.	1
iii.	The full form of RFID is _____.	1
iv.	The shelf list is arranged as _____ i. Accession Number ii. Books are arranged on the shelves iii. Class Number iv. Subject wise	1
v.	Registration of users in the Library is done by _____ i. Acquisition Section ii. Periodical Section iii. Circulation Section iv. Cataloguing Section	1

vi.	A budget is an estimate of _____ and _____ for the coming year.	1
vii.	The size of the card in Three card system for periodical maintenance is _____	
Q. 3	Answer any 6 out of the given 7 questions (1 x 6 = 6 marks)	
i.	Classification involves putting together _____ and separating _____.	1
ii.	The connecting symbol of the Energy facet of the fundamental category is _____.	1
iii.	The collection number of oversize book is _____.	1
iv.	A _____ is the ordinal number which fixes the position of a document in a Library.	1
v.	Title as found in the document is known as _____ i. Full Title ii. Kernal Title iii. Raw Title iv. Anaysed Title	1
vi.	Anticipatory Information Services are provided _____ of the needs of the Library users.	1
vii.	The concept of reference service was formulated by _____.	
Q. 4	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	The different categories of Reference and Information Services are _____ and _____.	1
ii.	The service which guides a user on where to search for a resource presently unavailable in the Library is called _____ i. Referral Service ii. Information Service iii. Current Information Service iv. Active Service	1
iii.	Who had enunciated the term “Selective Dissemination of Information”?	1
iv.	The method of broadcasting live audio and video in real-time to audiences worldwide via the Internet is called _____.	1
v.	_____ are topic or subject-oriented online forums, where messages are communicated through e-mail.	1
vi.	JSTOR is a _____ i. Database ii. E-Journal iii. E-book iv. Audibook	1

Q. 5	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	The software which performs the booting and rebooting functions is _____. i. Operating system software ii. Application Software iii. Utility Software iv. Library Software	1

ii.	The Software which is designed to perform a particular task or a group of tasks to satisfy the needs of a particular environment is known as _____. i. Operating system software ii. Application Software iii. Utility Software iv. None of the above	1
iii.	Name the Library Automation Software developed by National informatics Centre, Government of India.	1
iv.	Who developed Koha software?	1
v.	The operating system requires to run Koha software is _____. i. Microsoft Windows ii. Linux iii. Both i & ii iv. Android	1
vi.	The latest version of the Koha software is _____.	1
Q. 6	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	Virtua Library software is an example of _____. i. Proprietary Software ii. Open Source Software iii. Freeware Software iv. Utility Software	1
ii.	Name the word from which the Communication word has been derived.	1
iii.	The two basic forms of communication are _____ and _____.	1
iv.	A Communication which takes place between one person and a group of people is called _____. i. Intrapersonal Communication ii. Interpersonal Communication iii. Mass Communication iv. Non-Vocal Communication	1
v.	From the following Communication types, select the type of communication that occurs when the source and receiver are the same people. i. Intrapersonal Communication ii. Interpersonal Communication iii. Mass Communication iv. Non-Vocal Communication	1
vi.	The two groups of barriers in communication are _____ and _____.	1

SECTION B: SUBJECTIVE-TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills (2 x 3 = 6 marks)

Answer each question in 20 – 30 words.

Q.7	Name any four parameters that describe an individual's personality.	2
Q.8	Write any four suggestions you gave to your friend to overcome a personality disorder.	2
Q.9	Write the steps to protect the spreadsheet.	2
Q.10	Write any four Qualities of a successful entrepreneur.	2
Q.11	Explain the different types of personal barriers to entrepreneurship.	2

Answer any 3 out of the given 5 questions in 20 – 30 words each (2 x 3 = 6 marks)

Q.12	Write four factors considered in the process of collection building of a library.	2
Q.13	Explain the levels of personality facets in the class of literature in colon classification.	2
Q.14	Differentiate between Ready Reference and Long Range reference services.	2
Q.15	Discuss the online database.	2
Q.16	List the four barriers to communication under the category of human factors.	2

Answer any 2 out of the given 3 questions in 30– 50 words each (3 x 2 = 6 marks)

Q.17	Discuss the different kinds of library binding.	3
Q.18	Explain the Call number and discuss its parts.	3
Q.19	Differentiate between proprietary software and open source software?	3

Answer any 3 out of the given 5 questions in 50– 80 words each (4 x 3 = 12 marks)

Q.20	Define stock verification. Explain different methods of stock verification.	4
Q.21	Discuss four selection aids for selecting information materials for a Library.	4
Q.22	Discuss the steps in Library classification given by Dr. S.R. Ranganathan.	4
Q.23	Define Current Awareness Service. Explain its two categories.	4
Q.24	Why do you need Library Automation software?	4