

CBSE DEPARTMENT OF SKILL EDUCATION

Library and Information Science (SUBJECT CODE - 836)

Marking Scheme of Sample Question Paper for Class XII (Session 2024-25)

Max Time: 3 Hours

Max Mark: 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. No.	QUESTION	Source Material (NCERT/PSSCIVE /CBSE Study Material	Unit/ Ch. No.	Marks
Q.1) Answer any 4 out of the given 6 questions on Employability Skills (1 x 4 = 4 marks)				
i.	Answer: (c) Declarative	Employability Skills	1	1
ii.	Answer: (a) Personality	Employability Skills	2	1
iii.	Answer: (c) Self-awareness	Employability Skills	2	1
iv.	Answer: (a) Ctrl+b	Employability Skills	3	1
v.	Answer: (a) Decisiveness	Employability Skills	4	1
vi.	Answer: (b) Compressed Natural Gas	Employability Skills	5	1
Q.2) Answer any 5 out of the given 7 questions (1 x 5 = 5 marks)				
i.	Answer: (b) 1980s	Library Management	Unit 1 A	1
ii.	Answer: (d) Magnetic tapes	Library Management	Unit 1 A	1
iii.	Answer: (a) Acquisition	Library Management	Unit 1 A	1
iv.	Answer: (b) Call Number	Library Management	Unit 1 A	1
v.	Answer: (c) Job Analysis	Library Management	Unit 1B	1
vi.	Answer: (a) Academic	Library Management	Unit 1B	1
vii.	Answer: (b) Object	Library Management	Unit 1C	1
Q.3) Answer any 6 out of the given 7 questions (1 x 6 = 6 marks)				
i.	Answer: (b) Classification	Organization of Library Resources	Chapter 2 Unit 1	1
ii.	Answer: (b) Energy	Organization of Library Resources	Chapter 2 Unit 1	1
iii.	Answer: (b) Semi-colon (;)	Organization of Library Resources	Chapter 2 Unit 1	1
iv.	Answer: (d) 1923	Organization of Library Resources	Chapter 2 Unit 2	1
v.	Answer: (b) 1XX	Organization of Library Resources	Chapter 2 Unit 2	1
vi.	Answer: (b) 1876	Library & Information Services	Chapter 3 Unit 1	1
vii.	Answer: (a) Hans Peter Luhn	Library & Information Services	Chapter 3 Unit 1	1

Q.4) Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)

i.	Answer: (a) Current Awareness Services	Library & Information Services	Chapter 3 Unit 1	1
ii.	Answer: (a) Dr. S.R Ranganathan	Library & Information Services	Chapter 3 Unit 1	1
iii.	Answer: (b) Web-based	Library & Information Services	Chapter 3 Unit 2	1
iv.	Answer: (d) 1963	Library & Information Services	Chapter 3 Unit 2	1
v.	Answer: (a) Online Public Access Catalogue	Library & Information Services	Chapter 3 Unit 2	1
vi.	Answer: (a) Listserves	Library & Information Services	Chapter 3 Unit 2	1

Q.5) Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)

i.	Answer: (a) Operating system	Computer Application in Libraries	Chapter 4 Unit 1	1
ii.	Answer: (b) Operating system	Computer Application in Libraries	Chapter 4 Unit 1	1
iii.	Answer: (b) Open Sources software	Computer Application in Libraries	Chapter 4 Unit 1	1
iv.	Answer: (a) National Informatics Center	Computer Application in Libraries	Chapter 4 Unit 1	1
v.	Answer: (a) 2000	Computer Application in Libraries	Chapter 4 Unit 1	1
vi.	Answer: (b) MYSQL	Computer Application in Libraries	Chapter 4 Unit 1	1

Q.6) Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)

i.	Answer: (b) International standard protocol	Computer Application in Libraries	Chapter 4 Unit 1	1
ii.	Answer: (c) Communis	Communication Skills	Chapter 5 Unit 1	1
iii.	Answer: (a) Source	Communication Skills	Chapter 5	1
iv.	Answer: (b) Non-Vocal Comunication	Communication Skills	Chapter 5	1
v.	Answer: (d) Internet	Communication Skills	Chapter 5	1
vi.	Answer: Encoder/decoder	Communication Skills	Chapter 5	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.No	QUESTION	Source Material (NCERT/PSSCIV E /CBSE Study Material	Unit/ Chap. No.	
Q.7	Answer: (Write four out of five) Receiving: Understanding: Remembering Evaluating Responding	Employability Skills	1	$\frac{1}{2} \times 4=2$
Q.8	Answer: Intrinsic motivation It includes activities for which there is no apparent reward but one derives enjoyment and satisfaction in doing them. Extrinsic motivation It arises because of incentives or external rewards.	Employability Skills	2	1+1=2
Q.9	Answer: Advantages, 1. They are interesting as they have features like images, videos, animation and music. 2. Making changes in digital presentations is easy. 3. A digital presentation can be shown to a much larger audience by projecting on a screen. 4. The presentation can be printed and distributed to the audience.	Employability Skills	3	$\frac{1}{2} \times 4=2$
Q.10	Answer: Organisational skills: Time management Goal setting Efficiency Managing quality	Employability Skills	4	$\frac{1}{2} \times 4=2$

Q.11	<p>Answer: (write any four) In manufacturing plants and factories, the various ways to reduce the amount of waste produced are:</p> <ul style="list-style-type: none"> • Reusing scrap material • Ensuring quality control • Waste exchange • Managing e-waste • Use of eco-friendly material 	Employability Skills	5	$\frac{1}{2} \times 4=2$
Answer any 3 out of the given 5 questions in 20 – 30 words each (2 x 3 = 6 marks)				
Q.12	<p>Answer: The acquisition system performs the following basic functions</p> <ul style="list-style-type: none"> • Selection • Ordering • Receiving of Documents • Accession of Documents 	Library Management	Chapter 1 Unit 1 C	$\frac{1}{2} \times 4=2$
Q.13	<p>Answer: Personality facet Main class Literature P1 Language P2 Form P3 Author P4 Work</p>	Organization of Library Resources	Chapter 2 Unit 1	$\frac{1}{2} \times 4=2$
Q.14	<p>Answer: Responsive information services, also are provided in response to the requests from the library users. Anticipatory information services are provided in anticipation of the needs of the library users.</p>	Library & Information Services	Chapter 3 Unit 1	1+1=2
Q.15	<p>Answer A gateway is defined as a facility that allows easier access to network based resources in a given subject area. Subject Gateways provide high quality evaluated web resources. Basic objective of any subject</p>	Library & Information Services	Chapter 3 Unit 2	1+1=2

	<p>gateway is to help users to locate high quality information resources available on the Internet.</p> <p>Example: INFOPORT (INFLIBNET Subject Gateway for Indian Electronic-Resources), ipl2: Internet Public Library (IPL) and the Librarians' Internet Index (LII) (http://www.ipl.org)</p>			
Q.16	<p>Answer: Non vocal Communication</p> <p>Non vocal communication is such a process in which sign, symbols, gesture, signals etc. are being used as the mode of communication.</p> <p>Vocal Communication</p> <p>Vocal Communication is such a process in which human vocal chords or sound is being used as the mode of communication. The human sound is the main mode in this category.</p>	Communication Skills	Chapter 5 Unit 1	1+1=2
Answer any 2 out of the given 3 questions in 30– 50 words each (3 x 2 = 6 marks)				
Q.17	<p>Answer: (Write three out of four) Library binding is of various kinds:</p> <p>(i) Full Leather Binding: Full leather binding implies that the whole cardboard is covered by leather. This kind of binding is recommended for expensive, rare and reference books.</p> <p>(ii) Half Leather Binding: Half leather binding implies that half of the card board is covered with leather and rest half with cloth or buckram. The back and the corner of the book are covered with leather as these</p>	Library Management	Chapter 1 Unit 2	1+1+1=3

	<p>portions suffer immense wear and tear. This kind of binding is for the heavy materials like back volume set of periodicals, newspapers and other serial publications.</p> <p>(iii) Full Cloth Binding: Full cloth binding implies that the whole card board is covered with cloth. Standards and text books are given such binding as these materials are extensively used.</p> <p>(iv) Half Cloth Binding: Half cloth binding implies that the spine and corners of the card board are covered with cloth and rest with other cheaper materials such as paper or other decorative materials. This kind of binding is usually given to cheaper books.</p>			
Q.18	<p>Answer: Animal Husbandry (BC): Basic Class Feeding [E] : Energy cattle [P] : Personality India [S] : Space 1995[T]: Time</p>	Organization Of Library Resources	Chapter 2 Unit-1	<p>1</p> <p>$\frac{1}{2}$</p> <p>$\frac{1}{2}$</p> <p>$\frac{1}{2}$</p> <p>$\frac{1}{2}$</p>
Q.19	<p>Answer: (Write any three features) Features are:</p> <ul style="list-style-type: none"> • Facebook allows you to maintain a friends list and choose privacy settings to tailor who can see content on your profile. • Facebook allows you to upload photos and maintain photo albums that 	Computer Application in Libraries	Chapter 4 Unit-2	<p>1+1+1=</p> <p>3</p>

can be shared with your friends.

- Facebook supports interactive online chat and the ability to comment on your friend's profile pages to keep in touch, share information or to say "hi."
- Facebook supports group pages, fan pages, and business pages that let businesses use Facebook as a vehicle for social media marketing.

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

Q.20	<p>Answer: (Write four differences) Difference between Job Analysis and Job Evaluation:</p> <table border="1"> <thead> <tr> <th data-bbox="256 835 462 945">Basic for Comparison</th> <th data-bbox="462 835 706 945">Job Analysis</th> <th data-bbox="706 835 906 945">Job Evaluation</th> </tr> </thead> <tbody> <tr> <td data-bbox="256 945 462 1386">Meaning</td> <td data-bbox="462 945 706 1386">Job analysis is a careful study of each and every aspect of a particular job.</td> <td data-bbox="706 945 906 1386">Job Evaluation is an attempt of assessing the relative utility of a particular job in an organisation .</td> </tr> <tr> <td data-bbox="256 1386 462 1495">Nature of Process</td> <td data-bbox="462 1386 706 1495">Comprehensive</td> <td data-bbox="706 1386 906 1495">Comparative</td> </tr> <tr> <td data-bbox="256 1495 462 1684">Objective</td> <td data-bbox="462 1495 706 1684">To develop the present methods and techniques of doing a job.</td> <td data-bbox="706 1495 906 1684">To determine a fair wage of a job.</td> </tr> <tr> <td data-bbox="256 1684 462 1898">Techniques</td> <td data-bbox="462 1684 706 1898">Questionnaire, Checklist, Interview, Surveys etc.</td> <td data-bbox="706 1684 906 1898">Non-analytical system and analytical system.</td> </tr> </tbody> </table>	Basic for Comparison	Job Analysis	Job Evaluation	Meaning	Job analysis is a careful study of each and every aspect of a particular job.	Job Evaluation is an attempt of assessing the relative utility of a particular job in an organisation .	Nature of Process	Comprehensive	Comparative	Objective	To develop the present methods and techniques of doing a job.	To determine a fair wage of a job.	Techniques	Questionnaire, Checklist, Interview, Surveys etc.	Non-analytical system and analytical system.	Library Management	Chapter 1 Unit-1B	<p>1</p> <p>1</p> <p>1</p> <p>1</p>
Basic for Comparison	Job Analysis	Job Evaluation																	
Meaning	Job analysis is a careful study of each and every aspect of a particular job.	Job Evaluation is an attempt of assessing the relative utility of a particular job in an organisation .																	
Nature of Process	Comprehensive	Comparative																	
Objective	To develop the present methods and techniques of doing a job.	To determine a fair wage of a job.																	
Techniques	Questionnaire, Checklist, Interview, Surveys etc.	Non-analytical system and analytical system.																	

	Advantage	Recruitment & Selection, Performance Appraisal, Compensation etc.	Helps in removing inequalities in the wage system, making a comparative analysis of each job etc.			
Q.21	Answer: Functions of Periodical Section (i) Selection of Periodicals (ii) Acquisition of Periodicals (iii) Receiving and Recording of Periodicals (iv) Display of Periodicals (v) Shelving of Periodicals (vi) Indexing, Abstracting and Documentation of Periodicals (vii) Periodicals' Circulation (viii) Administration of Periodicals		Library Management	Chapter 1 Unit 2	$\frac{1}{2} \times 8=4$	
Q.22	Answer: Steps in Library Classification Step 0: Write down the Raw Title (= Title as found in the document). Step 1: Full title (= Title expressing each of the relevant basic and isolate ideas. Step 2: Kernel Title (= Full title except the auxiliary or apparatus words. Step 3: Analysed title (= Kernel Title with each kernel term marked by a symbol Step 4: Transformed Title (=Analytical title) Step 5: Title in standard terms Step 6: Title in Facet Numbers Step 7: Class number Step 8: Analyses of the class number		Organization of Library Resources	Chapter 2 Unit 1	$\frac{1}{2} \times 8=4$	
Q.23	Answer: The meaning of the term “current awareness” is the knowledge regarding recent		Library & Information Services	Chapter 3 Unit 1		

	<p>developments in a subject area of special interest to an individual. The process of current awareness function includes the reviewing of newly available resources relevant to the user community or pertinent to the programme of the organization and the selection and organization of individual items which must be brought to the attention of the user.</p> <p>Current Awareness Services have two categories:</p> <p>a. CAS directed towards individuals or group of users: This type of CAS includes communication of information to individuals or groups through informal conversation or by telephone or mobile phone; through electronic messages (SMS), messages sent on notification form, selective dissemination of information (SDI), selective dissemination of documents, routing of documents (periodicals), etc.</p> <p>b. CAS directed towards all users of the services: This includes accession lists (new arrivals), bibliographies, indexing and abstracting services, literature surveys, bibliographic surveys, table of contents of periodicals, etc. The end products are current awareness bulletins which may include all the above elements.</p>			<p>1</p> <p>1 ½</p> <p>1 ½</p>
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Q.24	<p>Answer:</p> <p>Software requirements for installing and running KOHA are as follows:</p> <ul style="list-style-type: none"> (i) Operating system: A Linux server – the software can run on any version of Linux, Debian or Ubuntu. (ii) Apache: this is a web server software on which Koha runs. (iii) MySQL: this is an RDBMS software which provides back end support to KOHA. (iv) Perl: this software provides web interface. 	Computer Application in Libraries	Chapter 4 Unit 1	1x4=4
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