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CACEE

CERTIFICATE IN LIBRARY AND INFORMATION SCIENCE EXAMINATION
September- 2010

Paper-1 **LIBRARY ORGANISATION AND MANAGEMENT**

Time: Two hours

Max.marks: 80

1. Answer the following questions, each one in about 50 words.

(3x10=30)

- a) List the five laws of library science in the order
- b) What do you mean by library legislation?
- c) What is meant by book selection tools?
- d) Define National library
- e) What do you understand by withdrawal of books?
- f) Differentiate call number and book number
- g) What are the functions of a circulation section?
- h) What are the uses of an accession register?
- i) What do you mean by mobile library
- j) Define public library.

2. Write short notes on any FIVE of the following

(5x5=25)

- a) Functions of a college library
- b) Stock verification methods.
- c) Library is a growing organism.
- d) Services of a University library.
- e) Procedure of book purchase in a library
- f) Issue methods.
- g) Preservation of books.
- h) Library annual report.

3. Write an essay on any Two of the following

(12.5x2=25)

- a) Explain briefly the salient features of the Kerala Public libraries Act, 1989?
- b) Explain the Second law of library science
- c) Write an essay on different types of libraries.

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