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CERTIFICATE IN LIBRARY AND INFORMATION SCIENCE EXAMINATION
August 2011

Paper-1 LIBRARY ORGANISATION AND MANAGEMENT

Time: Two hours

Max.marks: 80

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

(3x10=30)

- a) Define academic library
- b) Any three functions of a state central library
- c) What is the use of kardex?
- d) What are the sources of income of a public library
- e) Mention five laws of library science
- f) What is meant by inter library loan
- g) What are the uses of shelf list?
- h) What are the different types of binding?
- i) What is the use of book tag?
- j) What do you mean by book plate?

2. Write short notes on any FIVE of the following

(5x5=25)

- a) Library movement in Kerala
- b) Procedures involved in the circulation section.
- c) Features of library legislation
- d) Services of a university library
- e) Library statistics
- f) Stock verification methods
- g) Extension activities of a public library
- h) Annual report of library

3. Write an essay on any Two of the following

(12.5x2=25)

- a) Explain briefly the role of public library in our society.
- b) Explain the steps involved in purchasing books in a library
- c) Write an essay on the fifth law of library science in light of IT developments