

CENTRE FOR ADULT, CONTINUING EDUCATION AND EXTENSION

UNIVERSITY OF KERALA

CERTIFICATE IN LIBRARY AND INFORMATION SCIENCE, EXAMINATION, FEBRUARY, 2019

Paper 1- LIBRARY ORGANISATION AND MANAGEMENT

Time: 2 hours

Max: 90 Marks

1. Answer the following questions, each in about 50 words
 - a. Functions of public libraries
 - b. State second law of Library Science
 - c. Types of special libraries
 - d. Library Committees
 - e. Types of binding
 - f. Accession Register
 - g. Library ethics
 - h. Display methods
 - i. Reservation of books
 - j. Indian books in print. (10 x 3 = 30 marks)

II. Write short notes on any FIVE of the following, each in about 75 words

- i) Library finance
- ii) National Library
- iii) Withdrawal of books
- iv) Public Relations
- v) Charging systems
- vi) Preservation of books
- vii) Information Literacy programme
- viii) Library rules (5 x 6 + 30 marks)

III. Write essays on any TWO of the following, each in about 250 words

1. State the implications of Fourth Law of Library Science in the organization and management of libraries
2. Discuss the major features of Kerala Public Libraries Act
3. Explain the various types of stock verification methods (2 x 15 = 30 marks)