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BLIS / 02 / 17

40+

2017

Time : 3 hours

Full Marks : 80

Candidates are required to give their answers in their own words as far as practicable.

परीक्षार्थी यथासंभव अपने शब्दों में ही उत्तर दें।

The figures in the margin indicate full marks.

उपरोक्त अंक पूर्णांक के द्योतक हैं।

Answer from both the Groups as directed.

निर्देशानुसार दोनों खण्डों से उत्तर दें।

Group – A

खण्ड – अ

(Objective Type Questions)

(वस्तुनिष्ठ प्रश्न)

1. Select the correct option for the following questions : 2×10 = 20

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(Turn over)

(a) Who propounded classical theory of Management ?

- (i) Henry Fayol
- (ii) F. W. Taylor
- (iii) Luther Gullick
- (iv) S. R. Ranganathan

(b) Who is regarded as the father of Scientific Management ?

- (i) Henry Fayol
- (ii) Luther Gullick
- (iii) Peter Drucker
- (iv) F. W. Taylor

(c) MBO stands for :

- (i) Modern Bibliographic Organisation
- (ii) Management by Objective
- (iii) Modern Budget Operations
- (iv) None of these

(d) Library authority indicates :

- (i) Librarian
- (ii) Governing body / person
- (iii) Library members
- (iv) File in Administration

(e) Generally the Chairman of University Library Committee is :

- (i) Senior Most Professor
- (ii) Vice-Chancellor
- (iii) Registrar
- (iv) Librarian

(f) Drury's principles are related with :

- (i) Classification
- (ii) Cataloguing
- (iii) Administration
- (iv) Book selection

(g) The budget of the Library is prepared for the :

- (i) Past year

(ii) Current year

(iii) Next year

(iv) None of the above

(h) The inter-library loan is the function of :

(i) Acquisition Section

(ii) Technical Section

(iii) Circulation Section

(iv) Reference Section

(i) Three Card System is used for :

(i) Cataloguing of books

(ii) Acquisition and Control of periodicals

(iii) Shelf list

(iv) Circulation of books

(i) Collection development is the function of :

(i) Technical Section

(ii) Acquisition Section

(iii) Reference Section

(iv) Maintenance Section

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(4)

Contd.

Group - B

खण्ड - ब

(Long-answer Type Questions)

(दीर्घ-उत्तरीय प्रश्न)

Answer any four questions of the following :

15x4 = 60

निम्नलिखित में से किसी चार प्रश्नों के उत्तर दें :

2. Write an essay on various concepts of Management.

प्रबन्ध के विभिन्न अवधारणाओं पर एक निबन्ध लिखें।

3. Discuss the principle of book-selection and explain their application in Libraries.

पुस्तक चयन के सिद्धान्तों की विवेचना कीजिए तथा शैक्षिक पुस्तकालयों में इनके उपयोग की व्याख्या कीजिए।

4. What do you mean by Acquisition ? Explain different steps of book acquisition.

अर्जन से आप क्या समझते हैं ? पुस्तक अर्जन प्रक्रिया के विभिन्न चरणों की व्याख्या कीजिए।

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(5)

(Turn over)

5. Discuss the general principle of Scientific Management. How far these applicable in the administration of a university library.

वैज्ञानिक प्रबंध के सामान्य सिद्धान्तों का वर्णन कीजिए । विश्वविद्यालय में पुस्तकालय प्रशासन में उनका प्रयोग कहाँ तक सम्भव है ?

6. What is Binding ? What are its different types ?

Discuss its advantages and disadvantages. जिल्दसाजी क्या है ? इसके कितने प्रकार हैं ? इसके गुण तथा दोषों की विवेचना करें ।

7. Discuss the conservation and preservation of printed library materials in details.

मुद्रित पुस्तकालय सामग्री के अरुक्षण एवं संरक्षण का विवेचन विस्तार से कीजिए ।

8. What is Newark Charging System ? How it is useful for a large library ?

नेवर्क निर्गम क्या है ? बड़ी पुस्तकालय के लिए यह किस प्रकार लाभदायक है ?

9. Describe the advantage and disadvantage of stock verification.

भण्डार सत्यापन के लाभ और हानि की चर्चा कीजिए ।

10. Write an essay on Library Annual Report.

पुस्तकालय वार्षिक प्रतिवेदन पर एक निबन्ध लिखिए ।



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