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LIS / I / 2 / X / H

2010

Time : 3 hours

Full Marks : 80

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

The figures in the margin indicate full marks.

Answer from both the Groups as directed.

Group – A

Answer **all** questions : $2 \times 10 = 20$

1. Who is known as father of Management ?
 - (a) George. R. Terry
 - (b) Luther Gullick
 - (c) Henry Fyol
 - (d) S. R. Ranganathan

2. The number of principles given by Fyol are :
 - (a) Twelve
 - (b) Ten

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(Turn over)

(c) Fifteen

(d) Fourteen

3. Who gave the "theory of demand" in :

(a) Dury

(b) Melvil Dewey

(c) Mack Colvin

(d) S. R. Ranganathan

4. Who wrote the book "Management Techniques for Librarians" ?

(a) R. L. Mittal

(b) G. E. Evans

(c) G. R. Lilay

(d) S. R. Ranganathan

5. Who introduced 'Newark' charging-discharging system ?

(a) A. N. Newark

(b) Newyork State Library

(c) Newark Library

(d) None of the above

6. "Fumigation" the term is related with ?

(a) Reference work

- (b) Preservation
 - (c) Classification
 - (d) Documentation
7. Who gave the basic principle of Book Selection in 1930 ?
- (a) Dury
 - (b) Mackalvin
 - (c) Gopinath
 - (d) Ranganathan
8. Who gave the principle of work division ?
- (a) Labour
 - (b) Administration
 - (c) Supervision
 - (d) Scientific Management
9. Unity of work, unity of direction and expansion of control is principle of :
- (a) Organisation
 - (b) Administration
 - (c) Management
 - (d) Official Pattern

10. Brown charging-discharging system belongs to :

- (a) U. S. A.
- (b) Japan
- (c) India
- (d) Russia

Group – B

Answer any **four** questions : 15×4 = 60

1. What is Library Committee ? What should be the organisation and powers of a University Library Committee ?

पुस्तकालय समिति से क्या तात्पर्य है ? एक विश्वविद्यालय पुस्तकालय समिति का संगठन एवं अधिकार क्या होना चाहिए ? विवेचना कीजिए ।

2. Define the term "Accession Register" and describe the various Sections of Accession Register with their purpose.

“परिग्रहण पंजी” को परिभाषित करें और परिग्रहण पंजी के विभिन्न खण्डों का वर्णन करते हुए उनकी उपयोगिताओं का वर्णन करें ।

3. Describe the seven elements of management (POSDCORB) with special reference to their application in library.

प्रबंधन के सात तत्त्वों का वर्णन पुस्तकालय में उनके प्रयोग के विशिष्ट संदर्भ में करें ।

4. What is Library Budget ? How will you prepare a model budget for an academic library ?

पुस्तकालय बजट क्या है ? शैक्षणिक पुस्तकालय के लिए एक उपयोगी बजट कैसे तैयार करेंगे ?

5. "Acquisition Section is essential for a library." How ? Discuss its records, registers and files.

“परिग्रहण विभाग पुस्तकालय के लिए आवश्यक है ।” क्यों ? इसके अभिलेखों, पंजियों एवं संचिकाओं की विवेचना कीजिए ।

6. State the objectives of preservation of library materials and suggest an appropriate binding policy for library.

पुस्तकालय सामग्रियों के परिरक्षण के उद्देश्यों का उल्लेख कीजिए एवं पुस्तकालय के लिए एक उपयुक्त जिल्दसाजी नीति का सुझाव दीजिए ।

7. Explain the school of thoughts in management.

प्रबंधन के क्षेत्र में विभिन्न अवधारणाओं की व्याख्या कीजिए ।

8. Write notes on any **two** of the following :

निम्नलिखित में से किन्हीं दो पर टिप्पणियाँ लिखें :

(a) Total Quality Management

संपूर्ण गुणवत्ता प्रबंधन

(b) Library Equipment

पुस्तकालय उपकरण

(c) Open Access System

खुला फलक प्रणाली

(d) Motivation

अभिप्रेरित

Answer all questions

1. Who is known as the father of Modern Library Science?

Dr. George F. Terry

2. The library is a social institution.

True/False

Write

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(6)

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