

**2018**

**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.**

**उपांत के 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 objective question :  $2 \times 10 = 20$

**AO – 2/2**

**(Turn over)**

निम्नलिखित में से सही विकल्प का चयन करें :

(a) Who propounded classical theory of Management ?

(i)  F. W. Taylor

(ii) Luther Gullick

(iii) Henry Fayol

(iv) S. R. Ranganathan

(b) Who is regarded as the father of Scientific

Management ?

(i) Luther Gullick

(ii) Peter Drucker

(iii)  F. W. Taylor

(iv) Henry Fayol

(c) MBO stands for :

(i) Modern Bibliographic Organisation

(ii)  Management by objective

(iii) Modern Budget Operation

(iv) None of these

AO - 2/2

( 2 )

Contd.

(d) Library authority indicates :

- (i)  Governing body
- (ii)  Library members
- (iii)  Librarian
- (iv)  None of these

(e) The Chairman of the University Library

Committee is :

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

(f) Mac Callvin's principle is related with :

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

(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) Technical Section
- (ii) Circulation Section
- (iii) Acquisition Section
- (iv) Reference Section

(i) Three Card System is used for :

- (i) Acquisition and Control of Periodicals
- (ii) Cataloguing of books
- (iii) Circulation of books
- (iv) Shelf list

(j) Collection development in the function of :

- (i) Maintenance Section
- (ii) Reference Section
- (iii) Acquisition Section
- (iv) Technical Section

Group – B

खण्ड -- ब

(Long-answer Type Questions)

(दीर्घ-उत्तरीय प्रश्न)

Answer any four questions of the following :

15×4 = 60

निम्नलिखित में से किन्हीं चार प्रश्नों के उत्तर दें :

2. Discuss the various concepts of Management.

प्रबन्ध के विभिन्न अवधारणाओं का वर्णन करें ।

3. Explain the seven elements of the Management.

How far these applicable in the library ?

प्रबन्धन के सात तत्वों का वर्णन करें । पुस्तकालय में उनके

अनुप्रयोग कहाँ तक संभव है ?

4. "Best reading for the largest number at the least

cost." Discuss.

“न्यूनतम लागत पर अधिकतम पाठकों के लिए सर्वोत्तम ग्रंथ ।”

वर्णन करें ।

5. Explain the sources of book selection in the

University Library.

AO – 2/2

(5)

(Turn over)

विश्वविद्यालय पुस्तकालय में पुस्तक चयन के स्रोतों का वर्णन करें ।

6. Discuss the different categories of the Library Personnel and their functions.

पुस्तकालय के विभिन्न कोटि के पुस्तकालय कर्मियों एवं उनके कार्यों का वर्णन करें ।

7. Explain the needs, objectives and role of the library committee.

पुस्तकालय समिति की आवश्यकता, उद्देश्य एवं भूमिका का वर्णन करें ।

8. What is Brown charging and discharging System ?

ब्राउन अगम एवं निर्गम प्रणाली क्या है ? इसके लाभ और हानि का वर्णन करें ।

9. Write an essay on Library Statistics.

पुस्तकालय सांख्यिकी पर एक निबन्ध लिखें ।

10. Write short notes on any two of the following :  
निम्नलिखित में से किन्हीं दो पर संक्षिप्त टिप्पणियाँ लिखें :

(a) Book Acquisition

पुस्तक अर्जन

AO - 2/2 (6)

Contd.

(b) Library Binding

पुस्तकालय जिल्दसाजी

(c) Stock Verification

भण्डार सत्यापन

(d) Library Annual Report

पुस्तकालय वार्षिक प्रतिवेदन



AO - 2/2 (6,000)

(7)

BLIS - 02/18