

**PARUL UNIVERSITY**  
**FACULTY OF LIBRARY AND INFORMATION SCIENCE**  
**B.Lib.I.Sc. Summer 2017 - 18 Examination**

**Semester: 2****Subject Code: 13101152****Subject Name: Management of Library and Information Centres****Date: 18/05/2018****Time: 10:30am To 01:00pm****Total Marks: 60****Instructions:**

1. Attempt all questions.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.

**Q.1 Give the appropriate answer from the following. (One mark each) (10)**

1. L.R McColvin advanced his Demand and Supply Theory of Book Selection in \_\_\_\_\_.

- a) 1925                      b) 1928                      c) 1938                      d) 1946

2. POSDCORB is an acronym of \_\_\_\_\_ of management.

- a) Elements                      b) Principles                      c) Subsystems                      d) Structure

3. ZBB developed by?

- a) Henry Fayol                      b) Peter Phyrr                      c) Lutuer Gulick                      d) L. Urwick

4. \_\_\_\_\_ is an important activity of a library.

- a) Management                      b) Collection development                      c) Acquisition                      d) Book selection

5. According to \_\_\_\_\_ Management is the art of knowing what you want to do in the best and cheapest way.

- a) F. W. Taylor                      b) E.L.F. Brech                      c) John Mee                      d) G.E. Evans

6. Annual withdrawals from the collection should average at least how many percent of the total collection?

- a) 5%                      b) 10%                      c) 15%                      d) 20%

7. Which Commission recommended 10% of the total college budget for development of Libraries?

- a) Dr. S. R. Ranganathan Committee                      b) Mehrotra Committee  
c) Kothari Committee                      d) Curriculum Development Committee in LIS

8. Books lost from the library are known through \_\_\_\_\_.

- a) Stock verification                      b) Charging and discharging                      c) Shelf list                      d) Accession Register

9. Zero based budgets is concerned with \_\_\_\_\_.

- a) Present                      b) Past                      c) Future                      d) Remote future

10. Posting the right person at the right place is called \_\_\_\_\_.

- a) Recruitment                      b) Coaching                      c) Deployment                      d) Induction

**Q.2 Long Questions. (Any Two) (20)**

1. What do you understand about Principles of Organisation?
2. Principles & Functions of Library Management according to Luther Gulick.
3. State the factors that govern the acquisition for documents in a library.

**Q.3 Write a short note. (Any Three) (15)**

1. Scope of Circulation Work
2. Types of Registers for Periodical Section

3. Criteria for Weeding out library Materials
4. Tools of Book Selection

**Q.4(A) Give the full form of Terms. (All are compulsory)**

**(05)**

1. PPBS
2. ZBB
3. MIS
4. PERT
5. MBO

**Q.4(B) Write an Appropriate Answer in brief. (All are compulsory)**

**(10)**

1. Who involved in the process of selection of documents for a library.
2. Broadly categorise the different types of libraries. With Example.
3. List the different methods of preparing library budgets.
4. State the six factors that govern the acquisition for documents in a library.
5. Enumerate the various types of reading rooms provided in a big library.