

**P.G. Semester-II Examination, 2023****Library and Information Science**

Course ID : 23751

Course Code : LIS-201-CC

**Course Title : Library System Management**

Time : 4 Hours

Full Marks : 80

*The figures in the right-hand margin indicate marks.**Candidates are required to give their answers in their own words as far as practicable.*1. Answer any **four** of the following questions :

5×4=20

- a) Briefly discuss the importance of acquisition section in a Library.
- b) Compare between Browne charging system and Newark charging system.
- c) Write a short note on PERT.
- d) Discuss the McClelland's 'three needs theory'.
- e) What are the purposes of library planning?
- f) Write a short note on PODSCORB.
- g) Describe in brief the staff formula of Ranganathan.

2. Answer any **five** of the following questions:

12×5=60

- a) Explain the principles of scientific management and discuss their limitations. 12
- b) Define leadership. How is a manager different from a leader? Discuss the function of Leader. 2+5+5
- c) What do you mean by 'Library records'? State the different library records which are generally kept in a library. Discuss various records to be kept in a library for books and other non-book materials. 2+3+7
- d) Describe the different methods of financial estimation available for libraries. 12
- e) What do you mean by Management Information System (MIS)? How could you implement MIS for library system? 4+8
- f) What do you mean by 'stock verification'? Discuss the need of stock verification. Explain any two methods of stock verification. 2+3+7
- g) What is book selection process? Discuss the need of book selection. Explain the principles of book selection as propounded by Francis K.W. Drury. 2+4+6

- h) What do you mean by 'measures of central tendency'? Calculate the values of mean, median from the following frequency Distribution table:

2+10

No of reference/ article in a journal	No. of Journal
20	4
30	14
40	20
50	30
60	35
70	25
80	15
90	5
100	7

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