

2017

BLISc

1st Semester Examination

**ADMINISTRATION OF LIBRARY AND
INFORMATION CENTRES-I**

PAPER—BLI-102

Subject Code—07

Full Marks : 40

Time : 2 Hours

The figures in the right-hand margin indicate full marks.

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

Answer all questions.

1. Write short notes on any *two* of the following : 2×5
 - (a) Shelf List—meaning and purposes.
 - (b) Library records-needs.
 - (c) Broken order of shelving-utility.

2. (a) What do you mean by 'Library Committee'? State the need of library committee in a library. Discuss the function of a library committee in a public library.

3+4+8

(Turn Over)

Or

- (b) Discuss in brief, book ordering procedure in a college library. 15

3. (a) Define 'stock verification'. State the needs of verification of stock in a library. Discuss any one method of stock verification mentioning its advantages and disadvantages. 3+4+8

Or

- (b) Calculate mean and mode from the following frequency distribution table : 8+7

Pages/book	No. of books
50-70	5
70-90	10
90-110	12
110-130	15
130-150	25
150-170	20
170-190	10
190-210	3
