

BLISC 1st Semester Examination, 2013

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

PAPER – BLI-102

Full Marks : 40

Time : 2 hours

Answer all questions

The figures in the right-hand margin indicate marks

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

Illustrate the answers wherever necessary

1. Write short notes on any *two* of the following : 5 × 2
 - (i) Library rules
 - (ii) Administrative records
 - (iii) Annual report.

(Turn Over)

2. (a) Discuss the principles of management as propounded by Henry Fayol in the context of Library Management. 15

Or

- (b) Discuss the need and functions of library committee. State the composition of library committee in rural public libraries in West Bengal. 6 + 6 + 3

3. (a) Point out the problems faced by the libraries in India in acquiring periodicals. Describe different methods used in libraries for procuring periodicals. 7 + 8

Or

- (b) Define 'mean', 'median' and 'mode'. Calculate these values from the following frequency distribution table. 5 + 5 + 5

<u>No. of pages/book</u>	<u>No. of books</u>
70	05
80	08

(3)

<u>No. of pages/book</u>	<u>No. of books</u>
90	10
100	13
110	25
120	20
130	10
140	05
150	04
