

<b>D-3275</b>
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<b>Sub. Code</b>
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<b>32311</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2019.**

**First Semester**

**Library and Information Science**

**INFORMATION PROCESSING AND RETRIEVAL**

**(CBCS 2018–19 Academic Year onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks**

1. Define universe of subject.
2. Expand CC and LC.
3. Derive Thesamus.
4. Citation Indexing.
5. Expand ISBN and ISSN.
6. Explain precision.
7. Define sequential file.
8. Define Automatic Indexing.

9. Explain Z39.5
10. Uniterm Indexing

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions

11. (a) Explain vocabulary control.  

Or

(b) Write a note on library of congress classification scheme.
12. (a) Explain chain Indexing.  

Or

(b) Explain post coordinate Indexing.
13. (a) Explain ISBD.  

Or

(b) Write a note on CCF.
14. (a) Write a not on components of information retrieval system.  

Or

(b) Write briefly web-based information retrieval.
15. (a) Explain web ontology.  

Or

(b) Write a note on Boolean Logic operators

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions

16. Describe the Salient features of UDC.
  17. Explain pre coordinate indexing. Describe the POPSI.
  18. Describe the MARC-21.
  19. Discuss the recent trends in information Retrieval system.
  20. Describe the AACR-2.
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<b>D- 3276</b>
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<b>Sub. Code</b>
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<b>32312</b>
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DISTANCE EDUCATION

M.Lib.I.Sc DEGREE EXAMINATION, DECEMBER 2019.

First Semester

Library and Information Science

LIBRARY AND INFORMATION SYSTEM MANAGEMENT

(CBCS 2018-19 Academic year onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions

All questions carry equal marks

1. Performance appraisal
2. Work analysis.
3. Expand MBO
4. Johari window
5. Marketing mix
6. Cost analysis
7. Quality Circle

8. Housekeeping Operations
9. Outsourcing
10. Open Access

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions. Each answer should not exceed  
200 words

Each answer should not exceed 200 words

11. (a) Explain the gender principles of scientific management  
  
Or  
(b) Define the term information system in management.
12. (a) Write short note on decision making.  
  
Or  
(b) Explain balancing system approach in library management.
13. (a) What is planning and explain its importance in library system?  
  
Or  
(b) Explain planning strategy in libraries.
14. (a) Drawn an organisational chart in libraies and explain it.  
  
Or  
(b) Write briefly about division of labour.
15. (a) What is network analysis? Give a short note on PERT and CPM.  
  
Or  
(b) Enumerate the techniques used for operational research.

## SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions in 500 words

16. Discuss the concept “Library as non profit organisation”.
  17. Explain library as a system life cycle and its subsystem.
  18. List out the characteristics of planning and steps in planning process.
  19. What are the organisation patterns used for libraries?
  20. Describe the different types of charts adopted in library system.
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**D-3277****Sub. Code****32313**

DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2019.

First Semester

Library and Information Science

INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions

All questions carry equal marks.

1. Processor technology
2. Scanner
3. CPU
4. RFID
5. What is UNICODE?
6. Define Search Engine
7. What is LINUX
8. Define Open Source Software
9. OPAC
10. What is an Internet Protocol?

## SECTION B — (5 × 5 = 25 marks)

Answer ALL questions

11. (a) Describe the salient features of WINISIS.

Or

- (b) What is RDBMS? Give examples.

12. (a) Explain the features of web-form.

Or

- (b) Briefly describe the categories of storage technology.

13. (a) Explain the role of ICT in libraries.

Or

- (b) Discuss the different types of networks.

14. (a) Explain DBMS and its types.

Or

- (b) Enumerate the importance of retrospective conversion of data.

15. (a) Explain the activities of NISCAIR.

Or

- (b) Write a note on DESIDOC.



SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions

16. Trace the origin and development of computers.
  17. What are the various input and output services that you find in a computer?
  18. Describe the functioning of automated library acquisition system.
  19. What is ISDN? Discuss the factors to be considered for developing ISDN.
  20. Critically examine the role of AGRIS.
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<b>D-3278</b>
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<b>Sub. Code</b>
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<b>32321</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2019.**

**Second Semester**

**Library and Information Science**

**ACADEMIC LIBRARY SYSTEM**

**(CBCS – 2018-19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All question carry equal marks.**

1. Accession Register
2. User Education
3. Library Committee
4. Library Statistics
5. Book Bank Scheme of UGC
6. Library Networking
7. Shelf rectification
8. School Library

9. Library Building
10. Virtual Library.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What do you mean by library authorities?

Or

- (b) Discuss the role of academic libraries in teaching and research.

12. (a) What is a library budget?

Or

- (b) Discuss the major implications of INFLIBNET programme on resource sharing.

13. (a) Write a note on Weeding out policy.

Or

- (b) Explain the need for continuing education.

14. (a) What do you understand by staffing?

Or

- (b) Write a note on Good Office Committee.

15. (a) Define preservation of books and explain the uses.

Or

- (b) Write a note on Centralization and Decentralization.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the various methods of prevention of non-print media in a University Library.
  17. What do you mean by collection development policy? State its advantages and guiding principles.
  18. Explain the methods of User Education Programmes in University Library.
  19. Decentralisation promotes the library functions effectively – Discuss
  20. Define library automation. Examine the various areas where automation could be applied.
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<b>D-3279</b>
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<b>Sub. Code</b>
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<b>32322</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc DEGREE EXAMINATION, DECEMBER 2019.**

**Second Semester**

**Library and Information Science**

**TECHNICAL WRITING**

**(CBCS 2018-19 Academic year onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. Non-Verbal communication
2. Body language
3. References
4. Progress report
5. Style manuals
6. Proof reading
7. Monographs
8. Directories
9. Patents
10. Copyright

## PART B — (5 × 5 = 25 marks)

Answer ALL questions.

11. (a) Define a paragraph and briefly discuss its different types.

Or

- (b) Write a note on proposal writing.

12. (a) What are the functions of an editor?

Or

- (b) Write a note on 'Readability formulae'.

13. (a) Prepare a draft for promotional literature indicating the services available in a modern library.

Or

- (b) Elaborate – 'The readability formulae reduce difficulties in readability'.

14. (a) Explain the expression "writing situations and target groups" with the help of suitable examples.

Or

- (b) Write a note on 'Electronic communication'.

15. (a) What are in-house bulletins? Explain the types and the functions of such bulletins.

Or

- (b) Write a note on 'Annual Reports' and 'Handbooks'.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Enumerate the components of a technical report. Prepare an outline of an annual report of a library.
  17. What do you understand by peer review? Explain the process of peer review in the editorial office of a research journal.
  18. Explain the different operations involved in the physical production of a document.
  19. Define the term 'lexicon'. Explain the steps involved in the process of word formation in a language.
  20. Bring out the difference between written communication and verbal communication.
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<b>D-3280</b>
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<b>Sub. Code</b>
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<b>32323</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2019.**

**Second Semester**

**Library and Information Science**

**RESEARCH METHODOLOGY**

**(CBCS – 2018-19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks**

1. Define research.
2. What is research design?
3. What do you mean by sample?
4. State the criteria of good research.
5. Define correlation.
6. Define the case study.
7. Name the types of experimental method.
8. Define Questionnaire.
9. Expand SPSS and ANOVA.
10. What is schedule?



SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions.

All questions carry equal marks.

11. (a) Differentiate pure and applied research.

Or

- (b) Describe the various types of hypothesis.

12. (a) Write short notes on measure of central tendency.

Or

- (b) Explain the various types of research design.

13. (a) What is scientific method? Explain it with the help of a diagram.

Or

- (b) Discuss the effectiveness of questionnaire method in the collection of field data.

14. (a) Explain mean, median and mode with suitable examples.

Or

- (b) Describe in detail library survey.

15. (a) Explain the basic principles of Chi-square test.

Or

- (b) What points would you bear in mind in writing a research report?

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Distinguish between the sources of primary and secondary data and discuss about data analysis.
  17. Define Hypothesis. What are the various characteristics of a hypothesis?
  18. Define "Research Problem". How will you identify a research problem? Explain the criteria in selecting a research problem.
  19. Highlight various methods used in selecting a sample from the population. Point out their merits and demerits.
  20. Examine critically the importance of interview method for collection of data in LIS research.
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<b>D-5193</b>
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<b>Sub. Code</b>
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<b>32311</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DEC 2020.**

**First Semester**

**INFORMATION PROCESSING AND RETRIEVAL**

**(CBCS 2018–19 Academic Year onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — ( $10 \times 2 = 20$  marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. Information Transfer.
2. Thesaurus.
3. Relational indexing.
4. Ontology.
5. Expand ISBN.
6. Boolean logic.
7. Precision.
8. Card Catalogue.
9. Expand CCF.
10. Dewey Decimal Classification.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions choosing either (a) or (b)

11. (a) Explain the different modes of formation of universe of subjects.

Or

- (b) Discuss the salient features of Thesaurus.

12. (a) Write a note on Keyword indexing.

Or

- (b) Write a note on citation indexing.

13. (a) Define vocabulary control and explain its role in information retrieval.

Or

- (b) What are the findings of Aslib-Cranfield studies?

14. (a) Write a note on Fission and Fusion.

Or

- (b) What are the salient features of UDC (IME)?

15. (a) Write a note on Natural Language Indexing System.

Or

- (b) Write briefly the development of ISBDs.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Explain the procedure for chain indexing system in deriving subject headings.
17. Differentiate pre-coordinate from post-coordinate indexing systems.

18. Describe the features of an enumerative scheme of classification.
  19. Enumerate and explain the methods of search strategy.
  20. State the components of a bibliographic record format with special reference to MARC 21.
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<b>D-5194</b>
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<b>Sub. Code</b>
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<b>32312</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, DEC 2020.

First Semester

LIBRARY AND INFORMATION SYSTEM MANAGEMENT

(CBCS 2018–19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

PART A — ( $10 \times 2 = 20$  marks)

Answer ALL questions.

All questions carry equal marks.

1. Expand POSDCORB.
2. What is Budgeting?
3. What is delegation of authority?
4. Define cost benefit analysis.
5. Expand MBO.
6. What is planning?
7. Define Departmentation.
8. What is meant by job analysis?
9. Define PERT.
10. What is division of labour?

PART B — (5 × 5 = 25 marks)

Answer ALL questions choosing either (a) or (b)

Each answer should not exceed 200 words.

11. (a) Define 'Financial Management'. State the principles of library finance.

Or

- (b) Prepare a model budget for a public library.

12. (a) Explain the features of CPM and PERT techniques.

Or

- (b) Discuss the importance of human resource planning in libraries.

13. (a) Describe the concept of library management and its functions.

Or

- (b) Write a note on resource mobilization.

14. (a) State the importance of performance evaluation.

Or

- (b) Write a note on system analysis and design.

15. (a) Give substantial points to prove library as a non-profit organizations.

Or

- (b) Discuss the various channels of communication in academic libraries.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions in 500 words.

16. Differentiate between 'flow process chart' and 'decision flow chart', explain the process of book discharging using a 'decision flow chart'.
17. Describe the components of personnel management as applicable to university library staff.
18. Enumerate the advantages and disadvantages of five major forms of organization structures.
19. What to you understand by MBO? Discuss its applicability as a monitoring and controlling tool in libraries and information centers.
20. What are performance measures? Discuss their categories and applications in libraries and information centers.

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<b>D-5195</b>
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<b>Sub. Code</b>
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<b>32313</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, DEC 2020.

First Semester

INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS

(CBCS 2018–19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

PART A — ( $10 \times 2 = 20$  marks)

Answer ALL questions.

All questions carry equal marks.

1. Define Information Technology.
2. What is an operating system?
3. Define Hardware.
4. Expand DELNET and INIS.
5. What is Bulletin Board Service?
6. Define E-mail.
7. Expand LAN and WAN.
8. Define Networking.

9. Define ISDN.
10. What is an Internet Protocol?

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions choosing either (a) or (b)

11. (a) What are the components used in Storage Devices?

Or

- (b) Discuss the need and importance of information technology.

12. (a) Discuss in detail the term Tele-conferencing.

Or

- (b) What are the importances of Wireless Communication?

13. (a) Discuss the types of Network.

Or

- (b) Explain various types of switches.

14. (a) Write short notes on Voice mail.

Or

- (b) Briefly discuss the types of topologies.

15. (a) What are the objectives of AGRIS?

Or

- (b) Describe the functions of Hypertext.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What is application software? Discuss the components which are essential for its design?
  17. Describe the functional components of a telecommunication network. Discuss the importance of standards and protocols in this regard.
  18. Discuss in detail the major storage devices of computer.
  19. What is search engine? Explain any two search engines.
  20. Write an essay on objectives and function of INFLIBNET.
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<b>D-6521</b>
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<b>Sub. Code</b>
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<b>32321</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2020.

Second Semester

ACADEMIC LIBRARY SYSTEM

(CBCS 2018-19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

All questions carry equal marks.

1. Lal Committee
2. College library
3. Collection Building
4. Centralization
5. Annual Report
6. Library Automation
7. User studies
8. Electronic Library
9. Library Building
10. Library Committee.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the functions of various library committees.

Or

- (b) Discuss the role of academic libraries in teaching and research.

12. (a) Bring out the impact of libraries on distance education.

Or

- (b) Write a note on Good Office Committee.

13. (a) Discuss the role of UGC in the development of university libraries in India.

Or

- (b) Write a note on duties of college librarian.

14. (a) Distinguish between centralized and decentralized library activities.

Or

- (b) Examine the importance of stock verification.

15. (a) Differentiate between casing and binding.

Or

- (b) Describe the basic materials and tools required for book repair.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Define user education. Explain the various methods used to provide user education in college library.
  17. Discuss the importance of Public Relations in Academic Libraries and Resource Sharing among them.
  18. Critically examine the programmes and services of INFLIBNET in India.
  19. Examine the importance of stock verification. State the procedures involved and also, explain the criteria / norms for weeding.
  20. Explain the different components of preservation of library resources and discuss librarian's responsibility in this regard.
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**D-6522**

**Sub. Code**

**32322**

DISTANCE EDUCATION

M.Lib. I.Sc. DEGREE EXAMINATION, DECEMBER 2020.

Second Semester

Library and Information Science

TECHNICAL WRITING

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL the questions.

All questions carry equal marks.

1. Define Reader-writer relationship.
2. Explain Listening skills.
3. Define non-verbal communication.
4. What is reference.
5. Define trend report.
6. What is Proof reading?
7. What is confidential report?

8. What is Manuals?
9. Define Mous.
10. What is Pre-Publications?

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the characteristics and features of technical writing.

Or

- (b) Explain the oral and written communication skills.

12. (a) Define body language and common features.

Or

- (b) Write a note on preparation of popular articles and technical reports.

13. (a) Write a note on packaging of information.

Or

- (b) Write a note on MLA style manuals.

14. (a) Explain the Annual report and use satisfaction report.

Or

- (b) Explain the Hand book and Directories.

15. (a) Write a note on Intellectual Property in Media.

Or

- (b) Explain the State of the out reports.



SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Describe the different types of communication.
  17. Discuss the APA and Chicago style manuals.
  18. Describe the various office communication.
  19. Describe the different types of technical papers.
  20. Discuss the various business communications.
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<b>D-6523</b>
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<b>Sub. Code</b>
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<b>32323</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2020.

Second Semester

RESEARCH METHODOLOGY

(CBCS 2018-19 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

All questions carry equal marks.

1. What is research?
2. What is null Hypothesis?
3. Define correlation.
4. Give two merits of survey.
5. What is Hypothesis?
6. What is research problem?
7. What is scientific method?
8. What is ANOVA?
9. Define Sample.
10. What is a research report?

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe briefly a statistical application package in research.

Or

- (b) Explain need, criteria of sampling technique.

12. (a) State the various non random sampling methods.

Or

- (b) Explain interview as data collection method.

13. (a) Discuss the need for research.

Or

- (b) What is interdisciplinary research? Discuss its merits.

14. (a) Write short note on measure of central tendency.

Or

- (b) Describe briefly the technique of ANOVA.

15. (a) Discuss the importance of taking precautions in interpretation of data.

Or

- (b) Explain Endogenous variables and Exogenous variables with examples.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Explain how modern methods are helpful in identifying literature survey.
  17. Define questionnaire and bring out the structure and guidelines for preparing a questionnaire.
  18. Critically analyze Qualitative and Quantitative Research Methods.
  19. What are the different types of hypothesis? How will you verify a hypothesis?
  20. What are the functions of research report? Explain the structural components of a research report.
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**D-7692**

**Sub. Code**

**32311**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2022.**

**First Semester**

**Library and Information Science**

**INFORMATION PROCESSING AND RETRIEVAL**

**(CBCS 2018-19 Academic Year onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. What is library classification?
2. Expand UDC & CC.
3. What is thesaurus?
4. Define post coordinating indexing.
5. Expand CCF and UNIMARC.
6. Define bibliography.
7. Define Information Retrieval System.
8. Define Recall.
9. Expand KWIC and KWOC.
10. Define Web Ontology.

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write short notes on vocabulary control.

Or

- (b) Write short notes on subject catalogues.

12. (a) Write short notes on UDC.

Or

- (b) Write short notes on LC.

13. (a) Elucidate the Ranganathan's Chain indexing.

Or

- (b) Write note on Relational indexing.

14. (a) Write note on ISO 2709.

Or

- (b) Write the benefits of bibliographic standards for libraries and users.

15. (a) Explain Web-based information retrieval.

Or

- (b) Write short notes on automatic indexing.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions

16. Discuss about information transfer and universe of subjects.
17. Describe the ISBD.

18. Discuss in detail about PRECIS.
  19. Elucidate the various Boolean operators with example.
  20. Discuss about web technology in libraries.
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<b>D-7693</b>
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<b>Sub. Code</b>
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<b>32312</b>
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DISTANCE EDUCATION

M.Lib.I.Sc DEGREE EXAMINATION, DECEMBER 2022.

First Semester

Library and Information Science

LIBRARY AND INFORMATION SYSTEM MANAGEMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Why libraries as a system?
2. What is classical school?
3. Define acquisition.
4. Write a note on motivation.
5. Give two major important point of selection process.
6. State the objectives of Personnel management.
7. What is job analysis?
8. Define TQM.
9. What is capital budgeting?
10. Write any two importance of technology in Library.



PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the components of a library system.

Or

- (b) Summarize the work of Fayol in management theory.

12. (a) Discuss the features of management as system.

Or

- (b) State the functions of acquisition section.

13. (a) Explain the advantages of management information system.

Or

- (b) Define the common activities in library housekeeping.

14. (a) Write the meaning and purpose of collection management.

Or

- (b) Give an account of Personnel management with its advantages.

15. (a) Elaborate the principles that govern financial management.

Or

- (b) Summarize the duties and responsibilities of library manager.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Discuss the types of book selection tools and explain each.
  17. Elaborate the principles of licensing E-Resources.
  18. Briefly describe house keeping operations in a library.
  19. Explain resource mobilization with its challenges.
  20. Describe how to implement TQM in libraries and infor. centres.
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**D-7694**

**Sub. Code**

**32313**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2022**

**First Semester**

**Library and Information Science**

**INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. Define data processing.
2. Expand RAM and ROM.
3. Define and Analog and Digital.
4. What is Joysticks?
5. Expand ASCII and UNICODE.
6. Define modem.
7. Define Internet and intranet.
8. Define open office tools.

9. Expand DBMS and WINISIS.
10. What is AMC?

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the features of WINISIS.

Or

- (b) Write short notes on output devices.

12. (a) Write short notes on types of networks.

Or

- (b) Write short notes on file organisation.

13. (a) Explain hierarchical database model.

Or

- (b) Explain the importance of retrospective conversion.

14. (a) Write note on backups and RAID applications.

Or

- (b) Write short notes on PSTN.

15. (a) Write short notes on DELNET.

Or

- (b) Explain the importance of ICT in library and information centres.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Discuss about computer generation and classifications.
  17. Describe the DBMS in library and information centres.
  18. Discuss in detail about Library automation.
  19. Elucidate the National information systems and explain the contributions of NISCAR in India.
  20. Discuss role of international information system and explain about AGRIS.
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**D-7695**

**Sub. Code**

**32321**

**DISTANCE EDUCATION**

**M.Lib I.Sc. DEGREE EXAMINATION, DECEMBER 2022**

**Second Semester**

**Library and Information Science**

**ACADEMIC LIBRARY SYSTEM**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. Library Statistics
2. Book Bank Scheme of UGC
3. Library Automation
4. Shelf rectification
5. Accession Register
6. User Education
7. Weeding out policy
8. School Library
9. Library Building
10. Virtual Library.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What do you mean by library authorities?

Or

- (b) Discuss the role of academic libraries in teaching and research

12. (a) What is a library budget? Discuss its different kinds with suitable examples.

Or

- (b) Discuss the major implications of INFLIBNET programme on resource sharing.

13. (a) Write a note on Library Statistics

Or

- (b) Explain the need for continuing education.

14. (a) What do you understand by staffing?

Or

- (b) Write a note on Good Office Committee.

15. (a) Write a note on Stock verification in college libraries

Or

- (b) Explain the various methods applied in preserving digital collection.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Explain the growth and development of academic library in India
  17. What do you mean by collection development policy? State its advantages and guiding principles.
  18. Explain the methods of User Education Programmes in University Library.
  19. Discuss the role of university librarian in maintaining public relation
  20. Define library automation. Examine the various areas where automation could be applied.
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**D-7696**

**Sub. Code**

**32322**

**DISTANCE EDUCATION**

**M.Lib. I.Sc. DEGREE EXAMINATION, DECEMBER 2022.**

**Second Semester**

**Library and Information Science**

**TECHNICAL WRITING**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define communication.
2. List any four importance of listening skills.
3. What is abstracts.
4. Define house journals.
5. Expand APA and MLA.
6. What is proof reading.
7. State any four importance of Annual report.
8. Define the concept of seminar.
9. What is copy right.
10. Technical communication - Define.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b)

11. (a) Write short note on Verbal communication.

Or

- (b) Brief the barriers of effective listening.

12. (a) Explain the key concept of readability in technical writing.

Or

- (b) Give an account of reference writing.

13. (a) Discuss the importance of writing a technical report.

Or

- (b) Explain the functions and concepts of progress report.

14. (a) Elaborate the purpose of style manuals.

Or

- (b) Write short note on Zotero software.

15. (a) Define Business meeting. Write the purpose of business meetings.

Or

- (b) Why are technical communication skills important.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe typical ethics issues in technical writings.
  17. Discuss the types of state - of - the - art reports.
  18. Define orientation, conference, seminar, workshop with its unique features and key concepts.
  19. Elaborate style manuals with giving explains for APA, MLA and Chicago.
  20. Explain the term “Literature Review” with its characteristics and functions.
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**D-7697**

**Sub. Code**

**32323**

**DISTANCE EDUCATION**

**M.Lib.I.Sc DEGREE EXAMINATION, DECEMBER 2022.**

**Second Semester**

**Library and Information Science**

**RESEARCH METHODOLOGY**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. What is research?
2. What is Hypothesis?
3. What is research problem?
4. What is scientific method?
5. What is research report?
6. What is null Hypothesis?
7. Define correlation.
8. Give two merits of survey.

9. Define sample.
10. Define Bibliography?

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions choosing either (a) or (b).

11. (a) Describe Qualitative research.

Or

- (b) How will you identify a research Problem in Library Science?

12. (a) What are the characteristics of hypothesis?

Or

- (b) Explain library as a tool of research.

13. (a) Write a short note on ANOVA.

Or

- (b) Discuss Delphi Technique.

14. (a) Explain the importance of literature search.

Or

- (b) Describe research methodology.

15. (a) Describe the Components of research report.

Or

- (b) Explain various methods of Data collection.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Discuss the type and the nature of research in library science.
  17. Distinguish between primary and secondary data. What are the sources of secondary data?
  18. Define Questionnaire and bring out the structure and guidelines for preparing a questionnaire.
  19. Explain the application of correlation and regression techniques in analysis of data.
  20. Explain case study method with an illustration.
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<b>D-2368</b>
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<b>Sub. Code</b>
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<b>32311</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2023.**

**First Semester**

**INFORMATION PROCESSING AND RETRIEVAL**

**(CBCS 2018 – 19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Information transfer
2. Proximity search
3. PRECIS
4. KWIC
5. MARC
6. Boolean logic
7. Citation
8. UDC
9. Meta Search Engine
10. Chain indexing

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss the features of an enumerative scheme of classification.

Or

- (b) Describe in detail about vocabulary control.

12. (a) What are the criteria involved in the evaluation of indexing system?

Or

- (b) Write a note on MARC 21.

13. (a) What are the different types of pre-coordinate indexing system?

Or

- (b) Describe the salient features of POPSI.

14. (a) Write an account of bibliographical control.

Or

- (b) Write a note on ISO-2709.

15. (a) Enumerate the different methods of search strategy techniques.

Or

- (b) Discuss the impact of computer application on the concept of main entry.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Explain the different modes of formation of universe of subjects.
17. Discuss the salient features of Thesaurus and the steps involved in the construction of a Thesaurus.



18. Explain the procedure for chain indexing system in deriving subject headings.
  19. Write briefly the development of ISBDs.
  20. Discuss the methodology followed in mapping of the subjects in DDC.
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**D-2369**

**Sub. Code**

**32312**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2023.**

**First Semester**

**LIBRARY AND INFORMATION SYSTEM MANAGEMENT**

**(CBCS 2018-19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Performance appraisal
2. Quality Circle
3. Housekeeping Operations
4. Outsourcing
5. Open Access
6. Work analysis
7. Expand MBO
8. Johari window
9. Marketing mix
10. Cost analysis

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Draw an organisational chart in libraries and explain it.

Or

- (b) Write briefly about division of labour.

12. (a) What is network analysis? Give a short note on PERT and CPM.

Or

- (b) Enumerate the techniques used for operational research.

13. (a) Explain the gender principles of scientific management.

Or

- (b) Define the term information system in management.

14. (a) Write short note on decision making.

Or

- (b) Explain balancing system approach in library management.

15. (a) What is planning and explain its importance in library system?

Or

- (b) Explain planning strategy in libraries.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the concept “Library as nonprofit organisation”.  
17. What are the organisation patterns used for libraries?

18. Explain library as a system life cycle and its subsystem.
  19. List out the characteristics of planning and steps in planning process.
  20. Describe the different types of charts adopted in library system.
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<b>D-2370</b>
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<b>Sub. Code</b>
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<b>32313</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2023.**

**First Semester**

**INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS**

**(CBCS 2018-19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define binary number system.
2. Define FAX.
3. Expand INIS.
4. Explain Open-Source Software.
5. Define user interfaces.
6. Explain Videotext.
7. Define barcoding.
8. Expand INFLIBNET.
9. Explain Telecommunication.
10. Define retrospective conversion techniques.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write a note about NISCAIR.

Or

- (b) Describe the MS Access.

12. (a) Write a note about the internal and external modem.

Or

- (b) Elaborate on the merits and demerits of Information technology.

13. (a) What is the impact of Information technology in the library?

Or

- (b) Describe the various types of Open-Source Software.

14. (a) Describe the character encoding standards: ASCII and ISCII.

Or

- (b) Explain the use of different types of computers with their functional areas.

15. (a) Describe the data transmission in telephone Networks.

Or

- (b) Explain the different types of digital Networks.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Discuss the need, advantages and disadvantages of classifying Internet documents.
  17. Write an essay on the generation of Computers.
  18. Define storage device. Explain various types of input and output devices.
  19. Discuss various components of the CPU.
  20. What is automation identification? Explain the special features of RFID.
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<b>D-2371</b>
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<b>Sub. Code</b>
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<b>32321</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2023.**

**Second Semester**

**ACADEMIC LIBRARY SYSTEM**

**(CBCS 2018-19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Library Committee
2. Library Statistics
3. Book Bank Scheme of UGC
4. Accession Register
5. User Education
6. Library Networking
7. Shelf rectification
8. College Library
9. Library Building
10. Virtual Library



SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write a note on Weeding out policy.

Or

- (b) Explain the need for continuing education.

12. (a) What do you understand by staffing?

Or

- (b) Write a note on Good Office Committee.

13. (a) What do you mean by library authorities?

Or

- (b) Discuss the role of academic libraries in teaching and research.

14. (a) Define preservation of books and explain the uses.

Or

- (b) Write a note on Centralization and Decentralization.

15. (a) What is a library budget?

Or

- (b) Discuss the major implications of INFLIBNET programme on resource sharing.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the methods of User Education Programmes in University Library.
17. Decentralization promotes the library functions effectively – Discuss.

18. Describe the various methods of prevention of non-print media in a University Library.
  19. Discuss library automation. Examine the various areas where automation could be applied.
  20. What do you mean by collection development policy? State its advantages and guiding principles.
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<b>D-2372</b>
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<b>Sub. Code</b>
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<b>32322</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2023.**

**Second Semester**

**TECHNICAL WRITING**

**(CBCS 2018-19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. What is a cover letter?
2. Define Vendors.
3. Explain a User's- Patrons.
4. Define state-of-the-art report.
5. Explain Repackaging products.
6. Define style manuals.
7. Define a confidential report.
8. What is written communication?
9. Define Gestures.
10. Explain Intellectual Property in media.

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write about an effective listening strategy.  
Or  
(b) Write about style in technical communication.
12. (a) What are the three basics of a presentation?  
Or  
(b) What is the difference between oral and written communication skills?
13. (a) Discuss the structure of a technical report in detail.  
Or  
(b) Write short notes on quality issues and Liabilities of ethics.
14. (a) Enumerate the tools used in the editorial process.  
Or  
(b) Discuss Monographs and In-House bulletins.
15. (a) Explain the formal style of writing.  
Or  
(b) What is a legal issue? Explain the freedom of information and privacy.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What preparations should be made before starting to write a technical report?
17. Discuss the pre-publication and post-publication processes in detail.

18. Write short notes on user satisfaction reports and memo writing.
  19. What do you mean by communication? Explain various types of communications.
  20. Describe the organization and presentation of data in abstracts, text and references.
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<b>D-2373</b>
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<b>Sub. Code</b>
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<b>32323</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, DECEMBER 2023.**

**Second Semester**

**RESEARCH METHODOLOGY**

**(CBCS 2018 – 19 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. What is research?
2. What is scientific method?
3. What is research report?
4. What is null Hypothesis?
5. Define correlation.
6. What is Hypothesis?
7. What is research problem?
8. Give two merits of survey.
9. Define Sample.
10. What is a research report?

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) State the various non random sampling methods.

Or

- (b) Explain interview as data collection method.

12. (a) Write short note on measure of central tendency.

Or

- (b) Describe briefly the technique of ANOVA.

13. (a) Discuss the need for research.

Or

- (b) What is interdisciplinary research? Discuss its merits.

14. (a) Describe briefly a statistical application package in research.

Or

- (b) Explain need, criteria of sampling technique.

15. (a) Discuss the importance of taking precautions in interpretation of data.

Or

- (b) Explain Endogenous variables and exogenous variables with examples.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What are the functions of research report? Explain the structural components of a research report.
17. Critically analyze Qualitative and Quantitative Research Methods.

18. What are the different types of hypothesis? How will you verify a hypothesis?
  19. Define questionnaire and bring out the structure and guidelines for preparing a questionnaire.
  20. Explain how modern methods are helpful in identifying literature survey.
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<b>D-6993</b>
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<b>Sub. Code</b>
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<b>32311</b>
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DISTANCE EDUCATION

M.Lib.I.Sc DEGREE EXAMINATION.

MAY 2021 EXAMINATION

&

MAY 2020 ARREAR EXAMINATION

First Semester

Library and Information Science

INFORMATION PROCESSING AND RETRIEVAL

(CBCS – 2018-19 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

All questions carry equal marks.

1. Expand DDC and VDC.
2. Define information.
3. Write two indexing languages.
4. Define relational indexing.
5. Expand KWIC and KWOC.
6. Expand CCF and UNIMARC.
7. Write any two IRS components.

8. Write three Boolean logic.
9. Expand MARC.
10. Define web ontology.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write a note on information transfer cycle.

Or

- (b) Explain five fundamental categories in CC.

12. (a) Explain common isolates in CC.

Or

- (b) Explain standard subdivisions in DDC.

13. (a) Explain the importance of Thesaurus.

Or

- (b) Write a note on chain indexing.

14. (a) Explain crane field I evaluate studies.

Or

- (b) Briefly explain the AACR-2.

15. (a) Discuss Dublin core metadata.

Or

- (b) Briefly explain the internet information retrieval tools.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Describe the salient features of colon classification scheme.
  17. What is pre-coordinate indexing? Explain PRECIS.
  18. Discuss about MARC 21 format.
  19. Discuss about information retrieval system and recall and precision.
  20. Discuss the different Boolean operators with examples.
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<b>D-6994</b>
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<b>Sub. Code</b>
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<b>32312</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION.

MAY 2021 EXAMINATION

&

MAY 2020 ARREAR EXAMINATION

First Semester

Library and Information Science

LIBRARY AND INFORMATION SYSTEM MANAGEMENT

(CBCS 2018-19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions.

All questions carry equal marks.

1. Give any two types of organizational System.
2. Define - Scientific Management.
3. Define-PPBS.
4. Expand PERT.
5. Explain about Stock verification.
6. What is Network Analysis?
7. Define - Report Writing?
8. What is TQM?
9. Explain - Library Consortia.
10. Explain-Quality Audit.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, Choosing either (a) or (b).

11. (a) Describe the different steps in the planning of a Library Information System.

Or

- (b) Explain management by objectives.

12. (a) Discuss the contributions of F.W. Taylor.

Or

- (b) Explain the process of book discharging using a decision flow Chart.

13. (a) What do you understand by E-marketing?

Or

- (b) Explain Gantt chart.

14. (a) Write about the process of Critical Path Method.

Or

- (b) Explain the rote and significance of decision making.

15. (a) Write about flow charts and work analysis.

Or

- (b) Explain Delegation of Authority.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the types of budget adopted in libraries.
  17. Explain the process, merits and demerits of management by objective.
  18. Explain POSDCORB from librarian's point of view.
  19. Write an essay on personnel management.
  20. Define motivation. Explain the different theories of motivation.
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**D-6995**

**Sub. Code**

**32313**

DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION.

MAY 2021 EXAMINATION

&

MAY 2020 ARREAR EXAMINATION

First Semester

Library and Information Science

INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS

(CBCS 2018-19 Academic Year onwards)

Time : Time hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions.

All questions carry equal marks.

1. Define note books.
2. Explain analog and digital computers.
3. Write any three input devices.
4. Define Linux operating system.
5. Explain DBMS and RDBMS.
6. What do you mean by OPAC?
7. Explain ISDN.

8. Write a note on role of RFID.
9. Define modem.
10. Define videotext and teletext.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, Choosing either (a) or (b).

11. (a) Discuss about generation of computers.

Or

- (b) Write a note on Output devices.

12. (a) Enumerate the various standard number system.

Or

- (b) What is Operating? Explain windows operating system.

13. (a) Describe the transmission media.

Or

- (b) Write a note on information system analysis.

14. (a) Discuss the computer hardware and Software.

Or

- (b) Discuss about WINISIS.

15. (a) Write a note on DELNET.

Or

- (b) Describe the open office tools.



SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Write an essay on various components of Information Technology.
  17. Discuss the various approaches of library automation.
  18. Discuss the concept, meaning functions of database management system.
  19. Discuss about various types of networks.
  20. Discuss briefly contribution of NISCAIR.
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<b>D-7371</b>
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<b>Sub. Code</b>
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<b>32321</b>
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DISTANCE EDUCATION  
M.Lib.I.Sc. DEGREE EXAMINATION  
MAY 2021 EXAMINATION  
&  
MAY 2020 ARREAR EXAMINATION

Second Semester

ACADEMIC LIBRARY SYSTEM

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL the questions.

All questions carry equal marks.

1. Types of academic libraries
2. UGC
3. Networking
4. Authorities in university libraries
5. Charging system
6. Virtual library
7. Annual report
8. Library automation

- 9. Microforms
- 10. Job analysis

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL the questions, choosing either (a) or (b).

- 11. (a) Enumerate various types of library committees in academic library system.

Or

- (b) Write a note on Weeding out policy.
- 12. (a) Distinguish between centralized and decentralized library activities.

Or

- (b) Write a note on problems in the acquisition of foreign periodicals.
- 13. (a) Write a note on objectives and functions of INFLIBNET.

Or

- (b) Describe in detail about Library Statistics.
- 14. (a) Examine the importance of stock verification.

Or

- (b) Write a note on problems of open access.
- 15. (a) Explain the concepts of preservation and conservation.

Or

- (b) Describe the basic materials and tools required for book repair.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What are the principles of collection development in the context of a college library?
  17. Describe the growth and development of university libraries in India.
  18. State the need for user education programme in college library.
  19. What is library budget? Describe its different kinds with suitable examples.
  20. Identify common book pests and discuss the damages caused by them.
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<b>D-7372</b>
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<b>Sub. Code</b>
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<b>32322</b>
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DISTANCE EDUCATION  
M.Lib.I.Sc. DEGREE EXAMINATION  
MAY 2021 EXAMINATION  
&  
MAY 2020 ARREAR EXAMINATION

Second Semester

LIBRARY AND INFORMATION SCIENCE

TECHNICAL WRITING

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. Verbal communication.
2. Presentation skills.
3. Monography.
4. Progress report.
5. Promotion report.
6. Orientation programme.
7. Technical digest.
8. Users-Patrons-clienteles.

- 9. Post publication.
- 10. Patents and trade marks.

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL the questions, choosing either (a) or (b).

- 11. (a) Write a note on characters and features of technical writing.

Or

- (b) Discuss the telephonic communication and listening skills.

- 12. (a) Write a note on house journals and technical report.

Or

- (b) Write a note on zotero.

- 13. (a) Explain the promotion and confidential report.

Or

- (b) Discuss the editorial process.

- 14. (a) Explain the In-house bulletins and trend reports.

Or

- (b) Write a note on categories of technical communication.

- 15. (a) Explain the terms and conditions with book sellers.

Or

- (b) Discuss the legal issues of publications.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Describe the different types of communication.
  17. Describe any two style manuals.
  18. Discuss the various office communications.
  19. Enumerate the different types of technical papers.
  20. Discuss the various business writing communication in libraries.
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<b>D-7373</b>
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<b>Sub. Code</b>
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<b>32323</b>
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DISTANCE EDUCATION  
M.Lib.I.Sc. DEGREE EXAMINATION  
MAY 2021 EXAMINATION  
&  
MAY 2020 ARREAR EXAMINATION  
Second Semester

**RESEARCH METHODOLOGY**

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — ( $10 \times 2 = 20$  marks)

Answer ALL the questions.

1. Define research.
2. State the criteria of good research.
3. Define Sampling.
4. Expand SPSS and ANOVA.
5. What is research design?
6. What do you mean by sample?
7. Define correlation.
8. Name the types of experimental method.
9. Define questionnaire.
10. What is schedule?



SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL the questions, choosing either (a) or (b).

11. (a) Define and explain research and research problem.

Or

- (b) Explain the need and characteristics of research.

12. (a) Bring out the need and use of experimental research.

Or

- (b) Discuss the advantages and disadvantages of interview method.

13. (a) What is a research design? Explain its components.

Or

- (b) Explain case study method with an illustration.

14. (a) What is hypothesis? What are its characteristics?

Or

- (b) Write a detailed note on style manuals.

15. (a) What are measures of central tendency? Explain mean median and mode with suitable examples.

Or

- (b) Explain the basic principles of Chi-square test.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What do you mean by survey method of research? Explain the various tools available for data collection with reference to their merits and demerits.
  17. Explain the steps to be followed in formulating and testing of hypothesis.
  18. Discuss the application of correlation and regression techniques in analysis of data.
  19. Critically analyze Qualitative and Quantitative research method.
  20. Discuss in detail the structure of research report with an example.
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<b>D-5689</b>
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<b>Sub. Code</b>
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<b>32311</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2022.**

**First Semester**

**Library and Information Science**

**INFORMATION PROCESSING AND RETRIEVAL**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define Information transfer.
2. Expand UDC and DDC.
3. What is indexing language?
4. Define pre-coordinating indexing.
5. Expand UNIMARC and ISBD(G).
6. What is Metadata?
7. Define Information Retrieval.
8. Define Precision.
9. Expand KWIC and KWOC.
10. Define Web Ontology.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write short notes on vocabulary control.

Or

- (b) Write short notes on subject catalogues.

12. (a) Write short notes on LC.

Or

- (b) Write short notes on subject indexing languages.

13. (a) Elucidate the Ranganathan's Chain indexing.

Or

- (b) Write note on MARC XML.

14. (a) Write note on ISO 2709.

Or

- (b) Write the benefits of bibliographic standards for libraries and users.

15. (a) Explain Web-based information retrieval.

Or

- (b) Write short notes on automatic indexing.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss about universe of subjects.
17. Describe the different methods of indexing techniques.

18. Discuss in detail about PRECIS.
  19. Elucidate the ISBD.
  20. Discuss about web technology.
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**D-5690**

**Sub. Code**

**32312**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2022.**

**First Semester**

**LIBRARY AND INFORMATION SYSTEM MANAGEMENT**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Write any two concepts of management.
2. Define classical school.
3. List the types of management theories.
4. Define MBO.
5. What is meant by library security?
6. Write any two differences of PERT and CPM.
7. What is job descriptions?
8. Expand TQM.
9. State any two importance of budgeting.
10. Define Audit.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Define management. List the concepts of management.

Or

- (b) Discuss Behavioral school.

12. (a) Elaborate the features of system approach.

Or

- (b) Explain collection policy issues.

13. (a) State the categories of MIS.

Or

- (b) Write short notes on HRM.

14. (a) Give an account of library standards.

Or

- (b) Brief library consortia.

15. (a) Discuss the importance of space management.

Or

- (b) Explain cost benefits analysis.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. 'Library and Information system as non-profit organisation' – Discuss.
  17. Explain various schools of management thought.
  18. Elaborate Taylor's theory.
  19. Describe POSDCORB with its importance.
  20. Discuss library statistics.
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**D-5691**

**Sub. Code**

**32313**

**DISTANCE EDUCATION**

**M. Lib. I. Sc. DEGREE EXAMINATION, MAY 2022.**

**First Semester**

**Library and Information Science**

**INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. Define USB.
2. Expand RAM and ROM.
3. Define Analog and Digital.
4. Define hard disc.
5. Expand ASCII and UNICODE.
6. Define modem.
7. Define internet and intranet.
8. Define open office tools.
9. Expand RDBMS and WINISIS.
10. Define software licensing.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions choosing either (a) or (b)

11. (a) Write short notes on components of communication technologies.

Or

- (b) Write short notes on input devices.

12. (a) Write short notes on Binary number system.

Or

- (b) Write short notes on file organisation.

13. (a) Explain hierarchical database model.

Or

- (b) Explain hardware and software management.

14. (a) Write note on backups and RAID applications.

Or

- (b) Write short notes on PSTN.

15. (a) Write short notes on DELNET.

Or

- (b) Write short notes on LAN and WAN.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions

16. Discuss about historical development of computers.
17. Describe the DBMS in library and information centres.

18. Discuss in detail about housekeeping operations in various sections in the university libraries.
  19. What do you mean by National information systems and explain the contributions of NISCAR in India.
  20. Discuss role of international information system and explain about INIS.
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**D-5692**

**Sub. Code**

**32321**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2022.**

**Second Semester**

**ACADEMIC LIBRARY SYSTEM**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

**All questions carry equal marks.**

1. Library Committee
2. User study
3. Weeding out policy
4. Collection Building
5. University Library
6. Library Automation
7. Job analysis
8. UGC
9. INFLIBNET
10. Charging System.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss the impact of distance learning on academic libraries.

Or

- (b) Write a note on resource sharing among academic libraries in India.

12. (a) Describe the factors to be considered in planning a university library building.

Or

- (b) Critically examine the role of UGC in developing academic libraries in India.

13. (a) Discuss the role of academic libraries in distance education programme.

Or

- (b) Describe in detail about Library Statistics.

14. (a) Define preservation of books and explain the uses.

Or

- (b) Differentiate between centralized and decentralized library activities.

15. (a) Write a note on Library Stock verification.

Or

- (b) Explain the methods of user education programme in college library.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. What do you mean by library authorities? Explain the roles and functions of different categories of library authorities.
  17. Describe the role of libraries in promoting higher education in India.
  18. What is library budget? Describe its different kinds with suitable examples.
  19. What do you mean by Collection Development Policy? State its advantages and guiding principles.
  20. What is INFLIBNET programme? Explain the major implications of INFLIBNET programme on resource sharing.
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<b>D-5693</b>
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<b>Sub. Code</b>
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<b>32322</b>
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DISTANCE EDUCATION

M.Lib.I.SC. DEGREE EXAMINATION, MAY 2022.

Second Semester

TECHNICAL WRITING

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions

1. Define technical writing.
2. What is non-verbal communication?
3. State any five importance of communication skill.
4. What is telephonic communication.
5. Write any four characteristics of technical writing.
6. Define reference.
7. What is technical report?
8. Write any two style manuals and expand it.
9. Define Monographs.
10. List any two ethics in pre-publication process.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions choosing either (a) or (b)

11. (a) State the characteristics of technical writing.

Or

- (b) Write short note on presentation skills.

12. (a) Give an account of an oral and written communication.

Or

- (b) List the characteristics and features of state – of – art report.

13. (a) Describe the basic qualities and responsibilities of an editor.

Or

- (b) What is readability? Discuss the factors that determine the readability of a textual matter.

14. (a) Explain style manuals.

Or

- (b) Discuss office writings with its types and characteristics.

15. (a) State the characteristics and purpose of technical communication.

Or

- (b) Write short note on patents.

PART C— ( $3 \times 10 = 30$  marks)

Answer any THREE questions

16. Enumerate the characteristics of human language – Describe any five.
17. Discuss intellectual property in media with its legal issues.



18. Explain in detailed office communication and list the importance of daily progress report in libraries.
  19. Elaborate the need of listening skills for library professionals.
  20. State the relationship between reader and writer.
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**D-5694**

**Sub. Code**

**32323**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2022.**

**Second Semester**

**RESEARCH METHODOLOGY**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. What is sampling?
2. What are the characteristics of a good sample?
3. Define the case study.
4. Define research methodology.
5. What is Interdisciplinary research?
6. Define Applied research.
7. State the criteria of good research.
8. Name two characteristics of scientific methods.
9. Name the types of experimental method.
10. Expand SPSS.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Enumerate the scope and limitations of statistics.

Or

- (b) Write short notes on collection of secondary data.

12. (a) What is research? Describe the main characteristics of research.

Or

- (b) Briefly describe the different steps involved in a research process.

13. (a) Distinguish between null hypothesis and workable hypothesis.

Or

- (b) Write short notes on Time series analysis.

14. (a) Explain about Range the simplest measure of dispersion.

Or

- (b) Write short note on measure of central tendency.

15. (a) Describe fully the techniques of defining a research problem.

Or

- (b) Explain the steps involved in formulation of a research problem.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Explain the survey method of research in detail.
  17. What is chi-square test? Explain its significance in statistical analysis.
  18. Distinguish between the sources of primary and secondary data collected for the research.
  19. Explain how modern methods are helpful in identifying literature survey.
  20. What is a questionnaire? How does it differ from an interview schedule?
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<b>D-1695</b>
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<b>Sub. Code</b>
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<b>32311</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2023.

First Semester

INFORMATION PROCESSING AND RETRIEVAL

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — ( $10 \times 2 = 20$  marks)

Answer ALL questions.

1. MARC
2. Boolean logic.
3. Citation.
4. Information transfer.
5. Thesaurus.
6. PRECIS
7. KWIC
8. Universe of subjects.
9. Chain indexing.
10. UDC.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What are the criteria involved in the evaluation of indexing systems.

Or

- (b) Describe the process of thesaurus construction.

12. (a) Write a note on Meta Search Engine.

Or

- (b) Write a note on exhaustivity and specificity in indexing.

13. (a) Discuss the features of an enumerative scheme of classification.

Or

- (b) Describe Natural Language indexing system.

14. (a) Enumerate the different methods of search strategy techniques.

Or

- (b) Discuss the impact of computer application on the concept of main entry.

15. (a) Write an account of bibliographical control.

Or

- (b) Write a note on MARC and CCF.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Briefly explain the findings of Aslib Cranfield studies in bringing out their impact on designing an information retrieval model.
  17. Differentiate between pre-coordinate indexing and post-coordinate indexing.
  18. Enumerate the landmarks in the growth and development of ISBDs.
  19. Compare DDC and CC in structure and mapping of subject in their schemes.
  20. Enumerate and explain the methods of search strategy.
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**D-1696**

**Sub. Code**

**32312**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2023.**

**First Semester**

**LIBRARY AND INFORMATION SYSTEM  
MANAGEMENT**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define cost benefit analysis.
2. Expand MBO.
3. What is planning?
4. Define Departmentation.
5. Expand POSDCORB.
6. What is Budgeting?
7. What is delegation of authority?
8. What is meant by job analysis?
9. Define PERT.
10. What is division of labour?



PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe the concept of library management and its functions.

Or

- (b) What is MBO? State its merits and demerits.

12. (a) State the importance of performance evaluation.

Or

- (b) Write a note on system analysis and design.

13. (a) Define 'Financial Management'. State the principles of library finance.

Or

- (b) Prepare a model budget for a public library.

14. (a) Give substantial points to prove library as a non-profit organization.

Or

- (b) Discuss the various channels of communication in academic libraries?

15. (a) Explain the features of CPM and PERT techniques.

Or

- (b) Discuss the importance of human resource planning in libraries.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Differentiate between 'flow process chart' and 'decision flow chart', explain the process of book discharging using a 'decision flow chart'.
  17. What are performance measures? Discuss their categories and applications in libraries and information centres.
  18. Discuss the components of personnel management as applicable to university library staff.
  19. Enumerate the advantages and disadvantages of five major forms of organization structures.
  20. What to you understand by MBO? Discuss its applicability as a monitoring and controlling tool in libraries and information centres.
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**D-1697**

**Sub. Code**

**32313**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2023.**

**First Semester**

**INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Expand ASCII and ISCII.
2. What is Information technology?
3. Define reports of a database.
4. Define application Software.
5. Explain Networks.
6. Expand RFID.
7. Define DBMS.
8. Expand USB.
9. Define Boolean logic.
10. Define OPAC.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss output devices with examples.

Or

- (b) What is the main difference between OPAC and Web OPAC?

12. (a) Briefly explain BIOSYS.

Or

- (b) Discuss broadband optical communication systems.

13. (a) Write a note on file organization.

Or

- (b) Describe the RDBM.

14. (a) Write a note on SENDOC.

Or

- (b) Briefly explain the open-source software.

15. (a) Write a note on the features of WINISIS.

Or

- (b) Briefly discuss the RAID application.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Describe the various types of Networks.
17. Write an essay on the classification of Computers.

18. Discuss the various approaches to Library automation.
  19. Explain Portals and service management of mobile and Wireless Networks.
  20. Explain the special features of HTML.
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**D-1698**

**Sub. Code**

**32321**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2023.**

**Second Semester**

**ACADEMIC LIBRARY SYSTEM**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Library Automation.
2. Digital Library.
3. Library Building.
4. Job analysis.
5. Charging System.
6. Resource Sharing.
7. User study.
8. Budget.
9. Collection Building.
10. School Library.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss the role of university librarian in maintaining public relations.

Or

- (b) Describe in detail about Library Statistics.

12. (a) Define preservation of books and explain the uses.

Or

- (b) Differentiate between centralized and decentralized library activities.

13. (a) Discuss the impact of distance learning on academic libraries.

Or

- (b) Write a note on Weeding out policy.

14. (a) Write a note on Library Stock verification.

Or

- (b) State the need for user education programme in a college library.

15. (a) Describe the factors to be considered in planning a university library building.

Or

- (b) Write a note on University Grants Commission of India.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the role of libraries in promoting higher education in India.
  17. What is library budget? Describe its different kinds with suitable examples.
  18. What do you mean by library authorities? Explain the roles and functions of different categories of library authorities.
  19. What is INFLIBNET programme? Explain the major implications of INFLIBNET programme on resource sharing.
  20. What do you understand by User Education? What methods you would like to adopt for user education programme in university library?
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<b>D-1699</b>
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<b>Sub. Code</b>
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<b>32322</b>
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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2023.

Second Semester

TECHNICAL WRITING

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. What is Information?
2. Explain basic and developmental writing.
3. Trend Report.
4. What are the various parts of a letter?
5. Define the Monographs.
6. Explain Memo writing.
7. What is team listening?
8. What is a House Journal?
9. Define References.
10. Define Patents.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe technical writing. Elaborate on its characteristics.

Or

- (b) Describe briefly the layout of a business letter.

12. (a) Discuss in detail the contents of pre-publication ethics.

Or

- (b) Write a short note on the trend report and progress report.

13. (a) What are the various barriers to communication?

Or

- (b) State the ethics for post - publication process.

14. (a) What are the differences between Verbal and Non-Verbal communication?

Or

- (b) Describe the Annual Report and Manuals.

15. (a) Explain the different types of the technical report.

Or

- (b) How do you prepare a progress report?

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Describe the publisher and book seller of report writing.
  17. What is communication? What are the factors to consider in technical communication?
  18. Describe characteristics and features of technical writing.
  19. Write a note on readability and text formula.
  20. What do you mean by references? Explain the different types of the style manual.
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<b>D-1700</b>
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<b>Sub. Code</b>
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<b>32323</b>
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**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2023.**

**Second Semester**

**RESEARCH METHODOLOGY**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define research.
2. Define the case study.
3. Name the types of experimental method.
4. What do you mean by sample?
5. State the criteria of good research.
6. Define Questionnaire.
7. Expand SPSS and ANOVA.
8. What is research design?
9. Define correlation.
10. What is schedule?

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions choosing either (a) or (b).

11. (a) Write short notes on measure of central tendency.

Or

- (b) Explain the various types of research design.

12. (a) Explain the basic principles of Chi-square test.

Or

- (b) What points would you bear in mind in writing a research report?

13. (a) What is scientific method? Explain it with the help of a diagram.

Or

- (b) Discuss the effectiveness of questionnaire method in the collection of field data.

14. (a) Differentiate pure and applied research.

Or

- (b) Describe the various types of hypothesis.

15. (a) Explain mean, median and mode with suitable examples.

Or

- (b) Describe in detail library survey.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Define “Research Problem”. How will you identify a research problem? Explain the criteria in selecting a research problem.
  17. Highlight various methods used in selecting a sample from the population. Point out their merits and demerits.
  18. Distinguish between the sources of primary and secondary data and discuss about data analysis.
  19. Define Hypothesis. What are the various characteristics of a hypothesis?
  20. Examine critically the importance of interview method for collection of data in LIS research.
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**D-4634**

**Sub. Code**

**32311**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2024.**

**First Semester**

**INFORMATION PROCESSING AND RETRIEVAL**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define lamination of subjects
2. Define fusion of subjects.
3. What is call number?
4. Explain sought link in chain procedures.
5. Define KWOC.
6. What do you mean by bibliographic standards?
7. Expand ISBN and ISSN.
8. Expand POPSI and ISDN.
9. Define sequential file and indexing file.
10. Explain recall.

PART B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Briefly discuss basic concepts of information transfer.

Or

- (b) Write notes on LC.

12. (a) Write notes on general theory of subject indexing languages.

Or

- (b) Elucidate the ISO 2709.

13. (a) Briefly discuss about Boolean Logic.

Or

- (b) Describe the various file formats.

14. (a) Explain in detail precision and relevance.

Or

- (b) Explain about CCF.

15. (a) Trace out the features of common communication format.

Or

- (b) Citation Indexing.



PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Discuss the universe of subjects structure and development.
  17. Describe the Vocabulary controls in making thesaurus.
  18. Discuss in detail about PRECIS.
  19. Illustrate the features of MARC21 formats.
  20. Describe the objectives and functions of information retrieval system.
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**D-4635**

**Sub. Code**

**32312**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2024.**

**First Semester**

**LIBRARY AND INFORMATION SYSTEM MANAGEMENT**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. What is System?
2. MBO.
3. POSDCORB \_\_\_\_\_.
4. PERT stands for.
5. What is MIS?
6. Block diagram.
7. Serial control.
8. Budget.
9. Spell and TQM.
10. Open Access.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Define Library and Information System as Non Profit Organization.

Or

- (b) What is Scientific principles of Management and its importance of libraries?

12. (a) Briefly explain MBO.

Or

- (b) Discuss POSPCORB.

13. (a) Write about personal management.

Or

- (b) What is Budget and types of Budgeting?

14. (a) Describe Work analysis.

Or

- (b) Define Management and the concept of organization.

15. (a) Explain the importance of decision flow charts.

Or

- (b) Discuss about CPM.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Write a detailed note on Management of Information System (MIS).
  17. Elaborate the functions of human resource planning – Recruitment – Selection – Training and development.
  18. Briefly explain contingency approach.
  19. Explain the promotion and demotion regulation.
  20. Define Planning. Explain the steps in planning of a library and information system.
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**D-4636**

**Sub. Code**

**32313**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2024.**

**First Semester**

**INFORMATION TECHNOLOGY AND INFORMATION  
SYSTEMS**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Analog Computer.
2. Input devices.
3. RAM.
4. Expand ASCII.
5. Library software.
6. Database.
7. What is DBMS?
8. Hardware.
9. WAN.
10. Spellout BIOSYS.

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write about the generation of computer.

Or

- (b) Discuss role of computer in Information Transfer.

12. (a) Discuss ASCII.

Or

- (b) Discuss UNICODE.

13. (a) What is Computer Software? Discuss about LINUX.

Or

- (b) Explain in detail about RDBM.

14. (a) Discuss the different types of Network.

Or

- (b) Critically analyse PSTN and ISDN.

15. (a) What is National Information System? Discuss DELNET.

Or

- (b) Explain the need and importance of INFLIBNET.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What do you mean by Hardware? Explain output devices with example.
  17. Critically evaluate the role of the Internet in information storage and retrieval.
  18. Write any one Library Automation Software Package in detail.
  19. What is International Information system? Explain any one in detail.
  20. What is Communication? Discuss in detail about Land Line and Mobile Networks.
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**D-4637**

**Sub. Code**

**32321**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2024.**

**Second Semester**

**ACADEMIC LIBRARY SYSTEM**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Consortium.
2. Electronic Library.
3. Library Building.
4. Job analysis.
5. User study.
6. Budget.
7. Collection Building.
8. College Library.
9. Library Automation.
10. Charging System.



SECTION B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Describe the factors to be considered in planning a university library building.

Or

- (b) Write a note on University Grants Commission of India.

12. (a) Discuss the role of university librarian in maintaining public relations.

Or

- (b) Describe in detail about Library Statistics.

13. (a) Discuss the impact of distance learning on academic libraries.

Or

- (b) Write a note on Weeding out policy.

14. (a) Write a note on Library Stock verification.

Or

- (b) State the need for user education programme in a college library.

15. (a) Define preservation of books and explain the uses.

Or

- (b) Differentiate between centralized and decentralized library activities.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. What are the principles of collection development in the context of a college library?
  17. Describe the role of libraries in promoting higher education in India.
  18. What is library budget? Describe its different kinds with suitable examples.
  19. Discuss the importance of Public Relations in Academic Libraries and Resource Sharing among them.
  20. Critically examine the programmes and services of INFLIBNET in India.
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**D-4638**

**Sub. Code**

**32322**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2024.**

**Second Semester**

**TECHNICAL WRITING**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**PART A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Explain reader and writer relationship.
2. Define no-verbal communication.
3. Define good questioning and listening skills.
4. Briefly discuss about communication process.
5. Write notes on readability and text.
6. Elucidate the house journals.
7. Briefly discuss about Write a note on progress report.
8. Write a note on state -of - the - art - reports.
9. Explain about effective covering letter.
10. Define users-patrons-clienteles.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Write notes on features of technical writing.

Or

- (b) Briefly discuss about communication skills.

12. (a) Write notes on body language and common gestures.

Or

- (b) Bring out the characteristics and features of technical writing.

13. (a) Briefly discuss about preparation of popular articles.

Or

- (b) Write notes on Zotero.

14. (a) Write notes on user satisfaction report and confidential report.

Or

- (b) Briefly discuss about orientation, conference, seminars and workshop.

15. (a) Briefly discuss about effective covering letter to publisher, book seller and binders.

Or

- (b) Write notes on Pre-publication and post-publication process.

PART C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Discuss in detail about different types of communication.
  17. Describe the characteristics features of organization and presentation of data in abstracts, textual manner and references.
  18. What is mean by style manuals and discuss in detail about APA and MLA?
  19. Describe the different categories of technical communication.
  20. Discuss in detail about legal issues and intellectual proper in media and database rights.
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**D-4639**

**Sub. Code**

**32323**

**DISTANCE EDUCATION**

**M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2024.**

**Second Semester**

**RESEARCH METHODOLOGY**

**(CBCS 2018 – 2019 Academic Year Onwards)**

**Time : Three hours**

**Maximum : 75 marks**

**SECTION A — (10 × 2 = 20 marks)**

**Answer ALL questions.**

1. Define correlation.
2. Define the case study.
3. Name the types of experimental method.
4. Define Questionnaire.
5. Define research.
6. Expand SPSS and ANOVA.
7. What is schedule?
8. What is research design?
9. What do you mean by sample?
10. State the criteria of good research.

SECTION B — ( $5 \times 5 = 25$  marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What is scientific method? Explain it with the help of a diagram.

Or

- (b) Discuss the effectiveness of questionnaire method in the collection of field data.

12. (a) Define mean, median and mode with suitable examples.

Or

- (b) Explain in detail library survey.

13. (a) Differentiate pure and applied research.

Or

- (b) Describe the various types of hypotheses.

14. (a) Discuss the basic principles of Chi-square test.

Or

- (b) What points would you bear in mind in writing a research report?

15. (a) Write short notes on measure of central tendency.

Or

- (b) Explain the various types of research design.

SECTION C — ( $3 \times 10 = 30$  marks)

Answer any THREE questions.

16. Examine critically the importance of interview method for collection of data in LIS research.
  17. Define Hypothesis. What are the various characteristics of a hypothesis?
  18. Define “Research Problem”. How will you identify a research problem? Explain the criteria in selecting a research problem.
  19. Explain the meaning and significance of research design in Library and Information Science.
  20. Highlight various methods used in selecting a sample from the population. Point out their merits and demerits.
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