

MAY - 2009-10

*This question paper contains 2 printed pages.*

1524

Your Roll No.....

**BLIS/II Sem.**

**J**

Paper B-107- MANAGEMENT OF LIBRARY AND  
INFORMATION CENTRES  
(Admissions of 2009 and onwards)

*Time : 3 hours*

*Maximum Marks : 70*

*(Write your Roll No. on the top immediately  
on receipt of this question paper.)*

***Attempt all questions.***

1. Either, 1.1 What do you understand by POSDCORB?  
Discuss by giving examples 'Directing' and  
'Reporting' functions of a library Manager.  
  
Or, 1.2 What do you understand by 'Total Quality  
Management' ? Explain with examples, its  
application in library and information  
services. 12.5
2. Either, 2.1 Explain the concepts of 'Management' and  
'Administration'. Describe Taylor's principles  
of management.  
  
Or, 2.2 Explain the usefulness of periodicals in a  
university library. Discuss the problems  
involved in their acquisition, organization and  
storage. 12.5

P.T.O

3. Either, 3.1 Discuss the staffing pattern of a university library. Describe the job description of any two professional positions in such a library.

Or, 3.2 Mention the sources of finance for a college library. Discuss briefly various types of budgeting methods. 12.5

4. Either, 4.1 What are the various sections of a university library ? Discuss in detail the functions of circulation section.

Or, 4.2 Describe the types of services provided by a modern special library. Discuss the role of a reference librarian. 12.5

5. Write notes on any four of the following :

- (i) Collection development policy
- (ii) Annual Report
- (iii) Stock verification
- (iv) Library building
- (v) Centralisation Vs Decentralization
- (vi) Staff manual.

4 x 5 = 20