

2009

BLISc

2nd Semester Examination

**ADMINISTRATION OF LIBRARY AND
INFORMATION CENTRES—II**

PAPER—IIB

Full Marks : 40

Time : 2 Hours

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

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

Illustrate the answers wherever necessary.

Answer all questions

1. Write short notes on any two of the following : 5×2
 - (i) Job analysis;
 - (ii) In-service training;
 - (iii) PPBS;
 - (iv) Cost benefit analysis.

2. (A) Define planning. Explain the important principles of planning for effective management of libraries and information centres.

5+10

(Turn Over)

Or

- (B) What are pre-planning activities to be considered for the establishment of a university library building? Discuss the basic principles of designing a library building.

7+8

3. (A) What is staffing? State different types and categories of staff needed for a library. Work out a standard staff formula for different sections of a university library in India.

3+5+7

Or

- (B) What are the fundamental principles of library finance? List the sources of finance of public libraries. What kind of methods are followed to estimate library finance?

5+3+7