

Model Answer

B.A.(Hon's) Lib. & Inf. Sc.(Fifth Sem.) Examination,2014

Paper Code: AU-6800

Paper V-B : Public Library System

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Section-A

Q.1 Objective Types

I	(C)
II	(C)
III	(A)
IV	(D)
V	(D)
VI	(D)
VII	(C)
VIII	(A)
IX	(D)
X	(C)

Section-B

Q.2

- Introduction: Public Library
- Definition
- Public Library Norms
- Public Library Standards
- Public Library Guidelines
- Public Library Manifesto
- Indian Public Library Standard -
 1. Finance

2. Library Personnel
 3. Building
 4. Design
 5. Furniture
- Summary and Conclusion

Q.3

- Introduction
- Need of planning
- Planning of Furniture
- Indian library Standards
 1. Specification of Library furniture and fittings
 2. Design of library buildings- Recommendations
- Summary and Conclusion.

Q.4

- Introduction
- What is public library
- Important features of public library
- Social role of public library
 1. Self-education center of the society
 2. Community information center
 3. Cultural center of society
 4. Supporting role of public library in literacy activity
 5. As an impartial democratic institution of the society
- Summary and Conclusion

Q.5

- Introduction
- Policy and planning
- Job description
- Human Resource Management-
 1. Staffing level
 2. Human Resource Management
 3. Selection

- 4. Training and development
- 5. The skill of library staff
- 6. Job analysis
- 7. Performance evaluation
- Summary and conclusion.

Q.6

- Introduction
- Application of IT in public library
 1. Housekeeping procedure
 2. Acquisition
 3. Cataloguing
 4. Circulation control
 5. Bar coding
 6. Serials control
 7. Information search and retrieval
 8. Database design
- Summary and conclusion.

Q.7

- Introduction
- Concept of organisational structure of public library system
 1. Definitions
 2. Structure
 3. Organisation
 4. System
 5. Component
- Public library structure in India

Pyramidal Structure-

 1. The National Library
 2. The State Central Library
 3. The District Central Library and
 4. The Block Library and the Panchayat Library
- Summary and conclusion

Q.8

- Introduction

- Public library finance
 1. Approaches to Public library financing
 2. Sources of Public library finance- Central Government
State Government
Initiative of voluntary organisations

- Summary and Conclusion

Q.9 (i)

- Introduction
- Pre planning
- Planning proper
- Physical planning
- Administration- POSDCORB

Q.9 (ii)

- Introduction
- Planning of library building

Q.9 (iii)

- Introduction
- Physical resources: Building
- Documentary resources: Print materials
