

## BLib Semester-2 Examination

Lib 407

Library Mgmt.

April-2023

Time : 2-30 Hours]

[Max. Marks : 70

- Q.1 સંચાલન એટલે શું? શું તમે માનો છો કે ગ્રંથાલય માં સંચાલન જરૂરી છે? જો 'હા', તો ગ્રંથાલય સંચાલનનું મહત્વ સમજાવો. 14

અથવા

વૈજ્ઞાનિક સંચાલનના સિદ્ધાંતો સમજાવો.

- Q.2 શૈક્ષણિક ગ્રંથાલયના પુસ્તક આપ-લે વિભાગના કાર્યો વર્ણવો. 14

અથવા

ગ્રંથાલયના વિવિધ વિભાગો જણાવો. સંશોધન ગ્રંથાલયોમાં સામાયિક વિભાગની અગત્યતા વર્ણવો.

- Q.3 પુસ્તક પસંદગીના વિવિધ ઉપકરણો જણાવો. યુનિવર્સિટી ગ્રંથાલયના પુસ્તકોની પસંદગી સમયે કયા કયા મુદ્દા ધ્યાનમાં રાખશો? 14

અથવા

ગ્રંથાલય ભવનના નિર્માણમાં કઈ કઈ બાબતોની તકેદારી રાખશો? ગ્રંથાલય ભવનના નિર્માણના વિવિધ માનાંકોની ચર્ચા કરો.

- Q.4 નીચેના પૈકી કોઈ પણ બે વિષે ટૂંકનોંધ લખો. 14

1. POSDCORB
2. ગ્રંથાલયના બાળવિભાગનું ફર્નિચર
3. ઓપન એક્સેસ
4. ગ્રંથાલયના વિવિધ માહિતી સ્ત્રોતો

- Q.5 અંગ્રેજી વર્ઝન પ્રમાણે 14

English Version

- Q.1 What is management? Do you believe management is necessary in a library? If 'Yes', explain the importance of library management in your own words. 14

OR

Explain the Principles of Scientific Management.

- Q.2 Describe the functions of the issue counter of an academic library. 14

OR

State the various departments of a library. Describe the importance of periodical section in research libraries.

- Q.3 Mention various tools of book selection. What are the points to be kept in mind while selecting books for a university library? 14

OR

What precautions should be taken at the time of planning of library building? Discuss various standards of library building.

- Q.4 Write Short Note on any Two of the following 14

1. POSDCORB
2. Furniture of Children section
3. Open Access
4. Various information sources of a library

- Q.5. Select and write the correct answer from following multiple choice questions. 14

1. The three cards system is mainly used in the libraries for:

- |                          |  |
|--------------------------|--|
| (a) Circulation of books | (b) Serial selection                   |
| (c) Book selection       | (d) Acquisition and control of serials |

2. In the present time, stock verification is :
  - (a) Beneficial task
  - (b) Useless task
  - (c) Useful task
  - (d) Nothing
3. What is the use of Browne system in the libraries?
  - (a) Circulation of serials to the users
  - (b) Selection of books
  - (c) Circulation of books to the users
  - (d) Classification of books
4. What is third one in the trinity of a library along with users and documents?
  - (a) Staff
  - (b) Material
  - (c) Building
  - (d) System
5. Study carrels are exclusive area for:
  - (a) Research and academic staff
  - (b) Library staff
  - (c) Librarian
  - (d) Library authority
6. The availability of inter library loan is the responsibility of:
  - (a) Circulation section
  - (b) Acquisition section
  - (c) Reference section
  - (d) Maintenance section
7. The author of *Library Manual* is:
  - (a) R. L. Mittal
  - (b) Melvil Dewey
  - (c) Dr. S. R. Rangnathan
  - (d) Neena Brown
8. The Librarian works at which level of Management?
  - (a) Top level
  - (b) Middle level
  - (c) Functional level
  - (d) None of these
9. Drury's Principles are meant for:
  - (a) Library Management
  - (b) Book Selection
  - (c) Human Resource Management
  - (d) Library Building
10. Demand and supply theory of book selection was propounded by:
  - (a) S. R. Ranganathan
  - (b) Mc Colvin
  - (c) Melvil Dewey
  - (d) F. W. Taylor
11. DOAJ stands for:
  - (a) Directory of Open Access Journals
  - (b) Demanded Open Access Journals
  - (c) Direct Open Access Journals
  - (d) Director of Official Advance Journey
12. 14 General Principles of Management were formulated by:
  - (a) Herbert Simon
  - (b) Henry Fayol
  - (c) Max Weber
  - (d) Peter Drucker
13. ISO/TR 11219:2012 is related to:
  - (a) Library furniture
  - (b) Library resources
  - (c) Library building
  - (d) Information exchange
14. The three important function of the acquisition department of library are:
  - (A) Ordering
  - (B) Processing
  - (C) Inter Library Loan
  - (D) Sending reminder to the users
  - (E) Procuring

Code:

- |     |     |     |            |
|-----|-----|-----|------------|
| (a) | (A) | (C) | (D)        |
| (b) | (A) | (C) | (E)        |
| (c) | (A) | (B) | <b>(E)</b> |
| (d) | (A) | (D) | (E)        |

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