

B.Lib.Sci. Semester-2 (New) Examination

Lib.-407

Library Management

Time : 2-30 Hours]

April-2024

[Max. Marks : 70

પ્ર. ૧ સંચાલનના મુખ્ય સિદ્ધાંતો સમજાવો. ગ્રંથાલય વ્યવસ્થાપનને લાગુ પડતા વૈજ્ઞાનિક મેનેજમેન્ટના સિદ્ધાંતોનું વર્ણન કરો. 14

અથવા

પ્ર. ૧ 'POSDCORB' વિશે તમે શું સમજો છો? ગ્રંથાલય વ્યવસ્થાપનમાં તેની ઉપયોગીતાનું વર્ણન કરો.

પ્ર. ૨ પરિભ્રમણ વિભાગના સંગઠનાત્મક માળખાનું વર્ણન કરો અને આધુનિક ગ્રંથાલયના સંદર્ભમાં તેના કાર્યો સમજાવો. 14

અથવા

પ્ર. ૨ ગ્રંથાલયને પુસ્તક પસંદગી નીતિની જરૂર કેમ છે? પુસ્તક પસંદગી માટેની વિવિધ પદ્ધતિઓ સંક્ષિપ્તમાં સમજાવો અને તેમની વિશેષતાઓનું વર્ણન કરો.

પ્ર. ૩ સીરીયલ નિયંત્રણ પર વિગતવાર નિબંધ લખો. 14

અથવા

પ્ર. ૩ "ગ્રંથાલય ભવન એવી રીતે ડિઝાઇન કરવું જોઈએ કે જે શૈક્ષણિક ગ્રંથાલયના ઉપભોક્તા સમુદાયની વિકસતી જરૂરિયાતોની અપેક્ષા સંતોષે". વિધાન સ્પષ્ટ કરો.

પ્ર. ૪ નીચેના પૈકી કોઈપણ બે વિષે ટૂંકનોંધ લખો 14

A સંગ્રહ મૂલ્યાંકન

B ભારતીય ગ્રંથાલય માંનાંકો

C લાયસન્સ સમસ્યાઓ

પ્ર.૫ અંગ્રેજી વર્ઝન પ્રમાણે 14

English Version

Q.1 Explain salient principles of management. Describe principles of Scientific Management applicable to Library Management. 14

OR

Q.1 What do you understand about POSDCORB? Describe its usefulness in library management.

Q.2 Describe the organisational structure of circulation section and explain its functions in the context of a modern library. 14

OR

Q.2 Why does the Library need a book selection policy? Briefly explain different methods for book selection and describe their features.

Q.3 Write a detailed essay on serials control. 14

OR

Q.3 "Library building must be design in a way that anticipates the evolving needs of the academic library community" Explain the statement

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

A Collection evaluation

B Indian Library Standards

C Licensing issues

PTO

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

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1. Nature of informal organization is _____.
 (a) Mandatory (b) Flexible
 (c) Rigid (d) Responsible
2. What is span of control?
 (a) Concentrating decision-making on one specific point in the organization (b) Empowering lower-level employees
 (c) Centralization (d) Number of subordinates a manager can effectively direct
3. In the library domain, the term 'Bespeaking' refers to which of the following activities?
 (a) Reservation of books (b) Registration of periodicals
 (c) Book selection process (d) A Budget technique
4. The art of choosing the best material for a specific group of people, in a specific location, specific time is related to:
 (a) Collection Management (b) Collection use
 (c) Collection Building (d) Collection Evaluation
5. Who among the following devised 'Browne Issue System'?
 (a) Nina J. Browne (b) Nina G. Browne
 (c) Nina E. Browne (d) Nina A. Browne
6. Which principle of management says that "each person should answer to only one immediate superior"?
 (a) Unity of direction (b) Unity of Accountability
 (c) Unity of command (d) Span of control
7. Who among the following defined management 'the art of knowing what you want to do in the best and cheapest way'?
 (a) Henry Fayol (b) Federick W. Taylor
 (c) L. M. Prasad (d) Harold Koontz
8. What does 'Esprit de corps' stands for?
 (a) Team Work (b) Right thing in the right place
 (c) Initiation (d) Avoiding frequent transfers
9. All part and pages of a volume are correctly sequenced in the first in the first stage of binding process is known as:
 (a) Sewing (b) Pulling
 (c) Guard (d) Collation
10. Who stated 'the best reading for the largest number at least cost'?
 (a) Melvil Dewey (b) Francis Drury
 (c) S. R. Ranganathan (d) L. R. McColvin
11. 'Library Book Selection' by S. R. Ranganathan first Published in _____.
 (a) 1948 (b) 1950
 (c) 1952 (d) 1954
12. The arrangement of books and other reading materials on the library shelves is carried out by _____.
 (a) Cataloguing Section (b) Periodical Section
 (c) Circulation Section (d) Maintenance Section
13. IS- 1553 Standard is related to _____.
 (a) Library Furniture (b) Library Building
 (c) Library Lighting (d) Water Supply, drainage and Sanitation in Library
14. 'Place for everyone and everything' relates to which principle of management?
 (a) Organising (b) Equity
 (c) Order (d) Discipline

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