

Professional

NON-CBCS

**2020**

**B.Lib.I.Sc 1<sup>st</sup> SEMESTER**

**Library Organization & Administration**

**BLI- 1.2**

**Full Marks-40**

**Time-2 Hours**

The figures in the right margin indicate marks.

Answer any two questions of the following:

1. Name any four sections of a University library and describe the functions of 'Acquisition Section'. Do you think 'Reprography Section' is essential for a large library? Justify your answer. (4+8+8)
2. What essential points, according to you, should be taken into consideration while appointing an 'Architect' for a University library? State the role of architect in the preparation of 'Working drawings' for a library building. (12+8)
3. Do you think 'library rules provide a stable framework for smooth administration of the library': Justify. In this context elucidate the nature and characteristics of library rules. State a standard library rules for a public library. (6+6+8)
4. Describe the importance and process of accessioning in a library. Mention the major objectives of the staff manual. Give an account of various commissions and committees set-up for the development of academic libraries in India. (7+3+10 )