D–8610	Sub. Code
	32311

DISTANCE EDUCATION

M.Lib.I.Sc.(Library and Information Science) DEGREE EXAMINATION, MAY 2025.

First Semester

INFORMATION PROCESSING AND RETRIEVAL

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours   Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1.   Define distillation.

2.   Write notes on ISO-2709.

3.   Explain relational indexing.

4.   Define MARC MXL.

5.   Define sought link and unsought link.

6.   Define related term and broader term.

7.   Expand AACR 2R and UNIMARC.

8.   Define KWIC.

9.   Explain rules for operations.

10. Define internet information retrieval.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Elucidate the Ranganatham's chain indexing.

Or

(b) Discuss the common auxiliaries and special auxiliaries in UDC.

12. (a) Briefly discuss about ISSN.

Or

(b) Illustrate the uniterm indexing.

13. (a) Describe the features of LCC.

Or

(b) Explain in detail recent trends in information retrieval system.

14. (a) Describe the ISBD(G).

Or

(b) Explain in detail ISDN.

15. (a) Briefly discuss about general theory of subject indexing language.

Or

(b) Briefly discuss about web ontology.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Illustrate the various modes of formation subjects.

17. Describe the features of DDC.

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18. Discuss in detail about PRECIS.

19. Write essay on various bibliographic standards and formats.

20. Describe the salient features of MARC formats.

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D–8611	Sub. Code 32312

DISTANCE EDUCATION

M.Lib.I.Sc. (Library and Information Science) DEGREE EXAMINATION, MAY 2025.

First Semester

LIBRARY AND INFORMATION SYSTEM MANAGEMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours   Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1.   Explain human relations in management.

2.   Write any three names schools of thoughts.

3.   Define features of print resources.

4.   Briefly explain bock diagram and its uses.

5.   Write notes on technical processing section.

6.   Explain the library security system.

7.   Write a note on training and development.

8.   Write a note on library consortia.

9.   Explain in cost benefit analysis.

10. Write a note on open access.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Briefly discuss basic concepts of planning.

Or

(b) Write notes on library as a non-profit organization.

12. (a) Write notes on McGregor theory.

Or

(b) Write notes on Gantts theory.

13. (a) Briefly discuss about system approach in management.

Or

(b) Illustrate the decision making approach.

14. (a) Explain the barriers of acquisition in including licensing digital resources.

Or

(b) Explain about Gantt chart.

15. (a) Trace out the importance of performance appraisal, promotion and motivations.

Or

(b) Elucidate the stock verification and weeding out.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe elaborately POSDCORB.

17. Describe the various schools of management thoughts.

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18. Discuss in detail about housekeeping operations in university libraries.

19. What do you mean by budget? Illustrate the different types budgets.

20. Discuss in detail implementation of total quality management in library services.

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D–8612		Sub. Code
		32313

DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2025.

First Semester

INFORMATION TECHNOLOGY AND INFORMATION SYSTEMS

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours   Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1.   Information technology.

2.   Digital camera.

3.   ASCII.

4.   System software.

5.   DBMS.

6.   MS Access.

7.   Software licensing.

8.   ISDN.

9.   Open office tools.

10.   DELNET.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What is the role of computers in information transfer?

Or

(b) Write a note on computer generations.

12. (a) What is the difference between open-source and proprietary software?

Or

(b) Write a note on unicode.

13. (a) What is an information system, and why is it important?

Or

(b) What are the basic features of WINISIS?

14. (a) What is a backup, and why is it essential for data management?

Or

(b) Write a short note on PSTN (Public Switched Telephone Network).

15. (a) What is INIS, and how does it support nuclear information management?

Or

(b) Write a short note on DESIDOC (Defence Scientific Information and Documentation Centre).

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PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. What are input and output devices in a computer system? Explain their types with examples.

17. Explain computer software and its types with examples.

18. Describe different database models : hierarchical, network and relational.

19. Explain digital networks : LAN, WAN, and their differences.

20. What is INFLIBNET, and how does it benefit academic institutions.

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D–8613	Sub. Code 32321

DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2025.

Second Semester

ACADEMIC LIBRARY SYSTEM

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours   Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Library committee.

2. Library statistics.

3. Book bank scheme of UGC.

4. Accession register.

5. User education.

6. Library networking.

7. Shelf rectification.

8. College library.

9. Library building.

10. Virtual library.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What do you mean by library authorities?

Or

(b) Discuss the role of academic libraries in teaching and research.

12. (a) What do you understand by staffing?

Or

(b) Write a note on good office committee.

13. (a) What is a library budget?

Or

(b) Discuss the major implications of INFLIBNET programme on resource sharing.

14. (a) Define preservation of books and explain the uses.

Or

(b) Write a note on centralization and decentralization.

15. (a) Write a note on weeding out policy.

Or

(b) Explain the need for continuing education.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Decentralisation promotes the library functions effectively - Discuss.

17. What do you mean by collection development policy? State its advantages and guiding principles.

2   D–8613

18. Describe the various methods of prevention of non-print media in a university library.

19. Discuss library automation. Examine the various areas where automation could be applied.

20. Explain the methods of user education programmes in university library.

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DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2025.

Second Semester

TECHNICAL WRITING

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours   Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Oral communication.

2. Body language.

3. Scientific communication.

4. Trend report.

5. Zotero.

6. Book review.

7. Monographs.

8. Technical communication.

9. Business writing.

10. Patent.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) What are the key aspects of effective telephonic communication?

Or

(b) How can one improve their presentation skills?

12. (a) What is the purpose of an abstract in a document?

Or

(b) What are the key elements of a well-prepared technical report?

13. (a) How does memo writing differ from notice writing?

Or

(b) What are the essential elements of a good book review?

14. (a) What is the purpose of a state-of-the-art report?

Or

(b) How do manuals, handbooks, and directories serve users?

15. (a) What are the key elements of an effective contract with vendors or service providers?

Or

(b) Write a short note o n intellectual property in Media.

2

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. What are the key characteristics and features of technical writing?

17. Discuss the main guidelines and citation formats of the APA style manual.

18. Explain technical communication. Define its purpose and importance in professional setting.

19. What are the ethical issues in pre-publication and post-publication processes?

20. How to write effective covering letters for publishers, booksellers, and vendors?

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D–8615	Sub. Code 32323

DISTANCE EDUCATION

M.Lib.I.Sc. DEGREE EXAMINATION, MAY 2025.

Second Semester

RESEARCH METHODOLOGY

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours   Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1.   Research.

2.   Cash study method.

3.   Research problem.

4.   Hypothesis.

5.   Research problem.

6.   Descriptive research.

7.   Sampling.

8.   SOFA.

9.   Data analysis.

10.   APA.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Name and briefly define three types of research.

Or

(b) What are the main objectives of research?

12. (a) What is the difference between an index and a bibliography?

Or

(b) What are the main sources of a research problem?

13. (a) Briefly explain three different types of hypotheses.

Or

(b) What are the essential components of a good research design?

14. (a) Define primary and secondary data with examples.

Or

(b) What is research reporting, and why is it important in the research process?

15. (a) How does SPSS help in data analysis?

Or

(b) Write a short note on bibliometrics and scientometrics.

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PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Describe the different types of research, highlighting their advantages and limitations.

17. Describe the process of formulating a research problem and the key factors that influence its selection.

18. Discuss the role of computerized information retrieval systems in modern research. How do they improve efficiency in literature searching?

19. Discuss the various methods of data collection. How do primary and secondary data contribute to research outcomes?

20. Discuss the importance of proper citation and referencing in research writing. How do citation styles help maintain academic integrity?

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