BACHELOR OF LIBRARY AND INFORMATION SCIENCE  
(ONE YEAR COURSE)  
(BLIS)  
ASSIGNMENT  
for the Term End Examination June-2020 / December 2020  
Paper I  
Library and Society  

Full Marks : 100  
Weightage of Marks : 20%  

Special credit will be given for accuracy and relevance in the answer. Marks will be deducted for incorrect spelling, untidy work and illegible handwriting. The weightage for each question has been indicated in the margin.

Group - A  
Answer any two questions : 18×2=36

1. Narrate the history of evolution of the Aggrerian society into the present information society. 18

2. Describe the tools and techniques used in the field survey of library users in details. 18

3. Provide a comprehensive evaluation of the National Information Systems. 18

4. Write a note on the impact of information technology and the changing role of libraries in today’s society. 9+9

Group - B  
Answer any three questions : 12×3=36

5. Write a note on ‘Special Libraries’. 12

6. What are the characteristics of a profession? Briefly trace the rise of Librarianship as a profession. 6+6

7. Briefly describe the history of library movement in post-independent India. 12

8. Write all that is known to you about ‘Bibliotheque Nationale’. 12

9. Describe the needs, limitations and the impact of new technologies in library extension work. 12
10. Describe the details Dr. S. R. Ranganathan’s unique contribution in the field of public libraries.

11. Asiatic Society, Calcutta.
   এশিয়াটিক সোসাইটি, কলকাতা।

   অমেরিকান লাইব্রেরি আসোসিয়েশন।

    ডায়ল—এ—বুক।

    হরিয়ানা সাধারণ গ্রন্থাগার আইন।

    ডেলিভারি অফ বুকস (পাবলিক লাইব্রেরিজ) আইন।

16. Users’ Education.
    ব্যবহারকারীদের শিক্ষা।

17. FID.
    এফ আই ডি।

    এশিয়া প্যাসিফিক ইনফরমেশন নেটওয়ার্ক ইন সোসাইয়েল সায়েন্সেস।
BACHELOR OF LIBRARY AND INFORMATION SCIENCE
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ASSIGNMENT
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PAPER II
Library Management

Full Marks : 100 Weightage of Marks : 20%

1. Discuss Taylor’s principle of management. Indicate its significance in effective and efficient management of libraries and information centres. 8 + 10 = 18
2. What are the enemies of library materials? Discuss different methods of restoration and rehabilitation to preserve & conserve library materials. 9 + 9 = 18
3. Elucidate different types of library committees which usually exist for overall supervision of library affairs. State functions of library committee. State different activities of library committee in India. 5 + 9 + 4 = 18
4. Mention different factors for preparing an ideal library budget. Discuss the methods of preparing library budget. To prepare budget, indicate considerable sources of library finance. 6 + 6 + 6 = 18
5. What are the purposes of preparing Annual Report of a library? Explain intrinsic features of Library Annual Report with suitable example. 4 + 8 = 12
6. Discuss different types of shelf arrangement for proper placement of library materials. 12

Group - A
Answer any two questions: 18×2=36

1. Discuss Taylor’s principle of management. Indicate its significance in effective and efficient management of libraries and information centres. 8 + 10 = 18
2. What are the enemies of library materials? Discuss different methods of restoration and rehabilitation to preserve & conserve library materials. 9 + 9 = 18

Group - B
Answer any three questions: 12×3=36

5. What are the purposes of preparing Annual Report of a library? Explain intrinsic features of Library Annual Report with suitable example. 4 + 8 = 12
7. Briefly state the steps of technical processing in a library.

8. Give an overall view of documents binding in library.

9. Define library statistics. Discuss different statistics to be maintained in a university library.

10. Discuss the implication of the Fifth Law of Library Science in relation to library management.

Group - C

Write short notes on any four of the following:

11. Circulation Section.

12. Library management, Organisation and Administration.

13. Inter-Library Co-Operation.

P.T.O.
BACHELOR OF LIBRARY AND INFORMATION SCIENCE
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ASSIGNMENT
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PAPER III
Library Classification (Theory)

Full Marks : 100  Weightage of Marks : 20%

Special credit will be given for accuracy and relevance in
the answer. Marks will be deducted for incorrect spelling,
untidy work and illegible handwriting. The weightage for
each question has been indicated in the margin.

Group - A
Answer any two questions : 18×2=36

1. What do you mean by ‘Classification’? Discuss the
need and importance of library classification in a
library. 6+12=18

2. What do you mean by ‘Subject’? Describe the
different modes of formation of subject with suitable
examples. 4+14=18

3. What is phase relation? Illustrate its applications in DDC,
UDC and CC with suitable examples. 4+14=18

4. Define ‘Pure Notation’ and ‘Mixed Notation’. Explain
the qualities of good notation. Discuss how far these
are reflected in DDC? 4+14=18

Group - B
Answer any three questions : 12×3=36

5. What do you mean by ‘facet’? Discuss the
principles of helpful sequence in organising the facets
2+10=12

6. Discuss the contribution of W.C.B. Sayers in the
theory of classification. 4+14=18

7. Distinguish between enumerative and faceted
classification. 4+14=18
8. Define Universe of Knowledge and Universe of Subject. Define Characteristics and Category. Explain how the principles of Decachotomic and Polychotomic Divisions are used in DDC and CC.

9. Discuss the features of a classification scheme with suitable example.

10. Discuss the five fundamental categories as enunciated by Dr S. R. Ranganathan with suitable example.

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**Group - C**

Answer any four questions (Short notes):

11. Array and Chain

12. Systems and Specials

13. Empty Emptying Digit

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1. Date of Publication
   : 27.07.2020

2. Last date of Submission of answer script by the student to the Study Centre
   : 29.08.2020

3. Last date of Submission of marks by the examiner to the Study Centre
   : 20.09.2020

4. Date of evaluated answer script distribution by the Study Centre to the students (Students are advised to check their assignment marks on the evaluated answer scripts and marks lists in the study centre notice board. If there is any mismatch/any other problems of marks obtained and marks in the list, the students should report to their study centre Co-ordinator immediately for correction within seven days. The study centre is advised to send the corrected marks, if any, to the COE office within five days along with the marks of other students. No changed/correction of assignment marks will be accepted after the said five days (08.10.2020)
   : 26.09.2020

5. Last date of Submission of marks by the Study Centre to the C.O.E.’s Department on or before
   : 08.10.2020

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P.T.O.
BACHELOR OF LIBRARY AND INFORMATION SCIENCE (ONE YEAR COURSE) (BLIS)

ASSIGNMENT
for the Term End Examination June-2020 / December 2020

PAPER IV
Library Cataloguing (Theory)

Full Marks : 100

Weightage of Marks : 20%

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Group - A
Answer any two questions : 18×2=36

1. Describe historical development of cataloguing code (Since MB Code to present dates).

2. What do you mean by outer form of cataloguing? Mention different types of outer form in this regard? Which outer form would you prefer in a modern library and why?

3. State the reasons for achieving economy in cataloguing and explain the various programme adopted in library system in this regard.

4. Justify the most suitable record / data format using in computerised cataloguing system.

Group - B
Answer any three questions : 12×3=36

5. Discuss meaning, purpose and needs for filling of catalogue entries. Indicate problems associated with filling of catalogue entries.

6. What do you mean by form heading? Show your acquaintance with subdivision of a subject in respect of specific subject heading.

7. Describe canons of cataloguing with suitable examples as propounded by Dr S. R. Ranganathan.
8. Briefly discuss the features of Anglo-American Cataloguing Rules (AACR 2). 12

9. What are the utilities of analytical entries? Explain with example how author cataloguing entries are made / prepared in dictionary catalogue. 5+7=12

10. What are the difference between Library Catalogue, Bibliography and Accession register — Explain. 4+4+4=12

Group - C

Write short notes on any four of the following : 7×4=28

11. OPAC

12. Descriptive Catalogue

13. Added Entry

14. Union Catalogue

15. Annotation

16. Authority file

17. International Conference on Cataloguing Principle (ICCP)

18. Edition Vs Reprint

P.T.O.
BACHELOR OF LIBRARY AND INFORMATION SCIENCE
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ASSIGNMENT
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PAPER V
Reference and Information Service

Full Marks : 100  Weightage of Marks : 20%

Special credit will be given for accuracy and relevance in the answer. Marks will be deducted for incorrect spelling, untidy work and illegible handwriting. The weightage for each question has been indicated in the margin.

1. To answer any twelve of the following queries, write down the title, statement of responsibility (i.e. author, editor, compiler, translator etc.), edition, imprint, ISBN / ISSN of the appropriate source material. In addition, write down the particular volume and page number(s) where the intended answer appeared.

   1.1 To know the name of publisher of Indian National Bibliography.
   1.2 To know the name of Indian Universities offering post graduate course in library and information science.
   1.3 To know the devastations caused by cyclonic storm “Fani” in Puri, Odisha in May 2019.
   1.4 Wanted a detailed description of Nalanda University.
   1.5 To know the altitude of Thimphu.
   1.6 To know the history of Himalayan Mountaineering Institute, Darjeeling.
   1.7 To know the melting point of gold.
   1.8 Wanted a detailed bibliography of Sarvepalli Radhakrishnan, Indian philosopher and first Vice-President of India.

Group - A

Answer Question No. 1 and any one from the remaining questions in this group: 18 × 2 = 36

P.T.O.
1. To know the atomic structure of Helium.

2. To know the concept ‘cataloguing in publication’.

3. To know in which year Prof. Amartya Sen won the Nobel Prize?

4. Wanted a list of Urdu poetry of Asadullah Khan Ghalib (1797-1869).

5. Forecasting of rainfall in North Sikkim.

6. To know when the word “gherao” was included in English speaking communities.

7. To know in which year Indian Maritime University came into existence.

8. To know the system of marriage among Santals in Jharkhand.

9. To know the name of creator of Dublin Core Metadata Initiative.

10. To get the list of books by Munshi Premchand available for purchase in Kolkata.

11. To know the distance between Kolkata and Dhaka.


13. To know the address of Raja Ramanna Centre for Advanced Technology.

14. To know the life sketch of Kashiram Das (an important poet in medieval Bengali literature).

15. To know the names of recipients of Shanti Swarup Bhatnagar Prize of Science & Technology in 2017.

16. To know the literacy rate in Pakistan.

17. To get the list of books by Munshi Premchand available for purchase in Kolkata.

18. To get the list of books by Munshi Premchand available for purchase in Kolkata.

19. To know the distance between Kolkata and Dhaka.

20. To know in which year Indian Maritime University came into existence.

21. To know the system of marriage among Santals in Jharkhand.

22. To know the names of recipients of Shanti Swarup Bhatnagar Prize of Science & Technology in 2017.

23. To know the distance between Kolkata and Dhaka.

24. To know the literacy rate in Pakistan.

25. To know the Right to Education Act 2009.

3. What do you mean by sources of information? Discuss categorization of documentary sources of information according to Denis Grogan with examples. Mention the importance of (i) human and (ii) institution as sources of information.

4. Fill up the practice sheets consulting any four reference books selecting not more than one from different types from the given list. (The list of reference books to be consulted and the sample practice sheets are to be collected separately. The filled up practice sheets are to be attached in the assignment accordingly against the question number in this group of assignment).

5. What is bibliography? What do you mean by bibliographical control? Discuss the role of UNESCO in bibliographical control.


7. Discuss the importance of theoretical foundation of reference service.

8. Describe with examples different types of biographical information sources.

Group - B

Answer Question No. 4 and any two from the rest of the questions in this group:

Group - C

Answer any four questions:

P.T.O.
10. Discuss sources of information according to Dr. S. R. Ranganathan.

11. Differentiate between Yearbook and Almanac.

12. Write a note on electronic journal.

13. Discuss briefly recent trends in reference service.


15. Discuss application of first law of library science in reference service.


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PROFORMA FOR PRACTICE SHEET
[One each sheet to be filled up for one each reference tools to be consulted]

Name of student : Enrolment No. Year :

1. HEADING
   1.1. Title :
   1.2. Author/Editor/Compiler/Translator, etc :
   1.3. Editions :

2. IMPRINT
   2.1. Publisher :
   2.2. Place of Publication : 2.3. Year of Publication :

3. COLLATION
   3.1. Volume(s) with number of pages :
   3.2. Illustrations / Maps / Charts / Diagrams, etc :

4. SCOPE AND COVERAGE
   4.1. Kind of information :
   4.2. Subject coverage : 4.3. Period coverage :
   4.4. Geographical Area coverage : 4.5. Language coverage :
   4.6. Whether available in Print or Non-print or both forms :
   4.7. If available online, kindly mention the URL/URI/Web Address :

5. MEDIUM OF EXPOSITION
   5.1. Schemes of Arrangement, whether Subject-wise, Alphabetical, Chronological, Any other :
   5.1.1. Special features in the arrangement (specify, if any) :
   5.2. Index(s), if any specify type (Specific/Relative) :

6. WHETHER INFORMATION IS UP-TO-DATE
   6.1 Closed / open :
   6.2. If open, year of commencement :
   6.3. Periodicity :
   6.4. Date of latest edition published :
   6.5 Whether any of the following is issued, and in what interval (Supplement / Year book / Correction slip / Correction leaf/New edition / Cumulated edition, etc.) :
   6.6. Whether continuous updating / revision done and to what extent :

P.T.O.
7. WHETHER BIBLIOGRAPHY OR REFERENCES SUPPLIED

7.1. Books :

7.2. Articles :

7.3. Any other (Please specify) :

8. SHORT HISTORY OF PUBLICATION

9. SPECIAL FEATURES, IF ANY

10. COMPARABLE TOOLS

1.

2.

3.

11. PRICE :

Date : 

Student’s Signature :
LIST OF REFERENCE TOOLS

Please choose any four reference sources selecting not more than one from each type numbered 1 to 8 as follows:

1. DICTIONARY

11 General
   111 Oxford English Dictionary (OED)
   112 Webster’s Third New International Dictionary of the English Language
   113 The New Shorter Oxford English Dictionary
   114 Bangiya Sabdakosh

12 Subject
   121 Chambers Dictionary of Science and Technology
   122 A Dictionary of Philosophy by A.R. Lacey
   123 Dictionary of Library and Information Science

13 Glossary
   131 Harrod’s Librarians’ Glossary

14 Concordance
   141 A Complete Concordance of Shakespeare

15 Thesaurus
   151 Roget’s Thesaurus of English Words and Phrases
   152 Samsad Samarth Sabdakosh

P.T.O.
2 ENCYCLOPAEDIAS

21 General
   211 Encyclopaedia Britannica
   212 Encyclopaedia Americana
   213 Bharatkosha
   214 Biswakosha

22 Subject
   221 McGraw-Hill Encyclopaedia of Science and Technology
   222 International Encyclopaedia of Social Sciences
   223 Encyclopaedia of Religion and Ethics
   224 Encyclopaedia of Library and Information Science
   225 Encyclopaedia of Philosophy

3 BIOGRAPHICAL TOOLS

31 World
   311 Webster’s Biographical Dictionary
   312 International Who’s who

32 India
   321 Dictionary of National Biography
   322 India who’s who
   323 Who’s who of Indian Writers
   324 Samsad Bangali Charitabhidhan
4 BIBLIOGRAPHICAL TOOLS

41 National
   411 Indian National Bibliography
   412 British National Bibliography

42 Trade
   421 Fair Directory and Books in Print from West Bengal (Publishers and Book Sellers Guild)
   422 Indian Books in Print
   423 Books in Print (Bowker)

43 Subject
   431 International bibliography of the social science
   432 Business and Economics Books, 1876 – 1983
   433 Religious Books, 1876 - 1982

44 Directory
   441 Ulrich’s International Periodical Directory
   442 Directory of periodicals published in India

5 GEOGRAPHICAL TOOLS

51 World
   511 Merriam-Webster’s Geographical Dictionary
   512 Columbia Lippincot Gazetteer of the World
   513 Britannica Atlas

52 India
   521 National Atlas of India
   522 Fodor’s Guide to India and Nepal
   523 District Gazetteer : West Bengal District Gazetteers and Bengal District Gazetteers
6 YEARBOOKS

61 International
   611 The Statesman’s Yearbook
   612 The Europa Yearbook
   613 Facts on File Yearbook
   614 Yearbook of the United Nations

62 India
   621 India: a reference annual
   622 Manorama Yearbook

7 ALMANACS
   71 Whitaker’s Almanac
   72 Information Please Almanac
   73 The World Almanac and Books of Facts

8 DIRECTORIES

81 Institutional
   811 The Europa World of Learning
   812 Commonwealth Universities Yearbook
   813 Universities Handbook (by Association of Indian Universities)

82 Trade
   821 Calcutta Telephone Directory
Group - A

Classify any six (6) titles according to DDC 19th edition with appropriate workout: 6x6=36

1. How do Chameleons Change Colour?
3. Preparing Russian dishes in India.
4. Contributions to music by adults.
5. Middle class black Roman Catholic boys.
6. Modern polarographic methods in qualitative analysis.

Group - B

Classify any nine (9) titles following DDC 19th edition with appropriate workout: 4x9=36

7. Raman spectroscopy of gases and liquids.
10. Foothold on Antarctica: The First International Expedition (1949-1952) through the Eyes of its Youngest Member.
12. Library services for career planning, job searching and employment opportunities.

13. Bees as apple pests.
15. 14th Century trade routes of the world.
17. The Other Zulus: The Spread of Zulu Ethnicity in Colonial South Africa.
18. Braille Book Review.
19. Organisations in the field of Astronomy.
20. Teaching science at secondary level through videos.
21. Respiratory system in plants.
25. A social and economic atlas of China.
26. The Classical Music of North India.
28. Control of Important Fungal Diseases of Potatoes.
30. A Cultural History of the Nurse’s Uniform.

Group - C

Classify any seven (7) titles following CC 6th edition with appropriate workout: $4 \times 7 = 28$

31. Basic education to backward class students.
32. Cure of insomnia by Ayurvedic medicine in case of old people.
33. Application of fertilizer in growing vegetables.
34. Functional morphology of digestive system of invertebrates.
36. The Future of Representative democracy.
37. Collections of Maps and Atlases in the Netherlands.
38. Functions of the Director of Central Research Institute for Jute and Allied Fibres, Kolkata (Established in 1953).

41. Introduction to the Theory of the Raman Effect.
42. Satyendra Nath Bose—His Life And Times: Selected Works [Physicist (1894—1974)].
44. Statistics for social scientists.

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P.T.O.
ASSIGNMENT for the Term End Examination June-2020 / December 2020

PAPER VII

Library Cataloguing (Practice)

Full Marks : 100  Weightage of Marks : 20%

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[Abbreviations used : H.T.P. = Half Title Page ; T.P. = Title Page; V.T.P. = Verso of Title Page ; O.I. = Other Information]

Group - A

Prepare Main Entry, all Added Entries including Tracing and necessary Reference Entry(s) of any two of the following titles from question nos. 1 – 4 according to AACR 2R(1988). 18×2=36

1. T.P. : PROCEEDINGS / of The 9th International / Conference on / Wear of Materials / held at the Sheration Centre, Toronto, Canada / 12—15th April, 2018 / Editors : Dr John Smith / And / Prof Carlos Santos / New York / Elsevier / 2018


Back of the Cover : ISSN : 1097-4628

Editor : Peter Booth Wiley

Frequency : Bimonthly

O.I. : (a) The journal completes one volume in a calendar year. It is still being published. The library is subscribing to the journal since its inception and has all the issues till date except volume no. 5. Height of the journal : 25·1 cm. It contains numerous tables, charts and diagrams.

(b) It continues ‘Journal of Statistics’ (ISSN : 1099-0518) which was started in January 2001 and continued upto 2012. Editor : Stefano Tonzane. The library subscribes to the journal regularly since its beginning but lacks volumes 2 and 8.

(c) Both the journal have same size, same frequency and same publisher.

Subject : Statistics — Periodical

3. T.P. : B. T. Communication Technology Series / Edited by / Marianne E. Felice / Number 9 / RESCUE OF THE...
BLIS-VII/J 2020/D 2020/Assign(P.S) (4)

2R(1988) and Main Entry including Tracing of any one title from question nos. 9-10 according to CCC. Also prepare subject heading for Class Index Entries assigning class number from Colon Classification following Chain Procedure.

12×3=36

AACR 2R (1988) অনুযায়ী প্রকাশনায় ৫-৮-এর মধ্যে যে-কোনো দুইটি আমার মূখ্য সংলেখ, ট্রিসিং ও প্রযোজনীয় রেফারেন্স সংলেখ প্রক্ষত করা।

আবার CCC অনুযায়ী প্রক্ষ নং ৯-১০-এর মধ্যে যে-কোনো একটি আমার ট্রিসিংহ মূখ্য সংলেখ প্রক্ষত করা। কোন কী কর্তব্য তার থেকে বক্সিংথা নির্দেশ করে শৃঙ্খল পাশ্চাত্য সাহায্য বর্গপদ্ধতী সংলেখের জন্য বিষয় শিরোনাম প্রক্ষত করা।

BLIS-VII/J 2020/D 2020/Assign(P.S) (3)

BOUNTY / Disaster Survival In Super Storm Sandy / By/ Michael J. Touglas / Dauglas A. Campball / TALE OF A SHIPWRECK / By / James Norman Hall / New York / SCRIBNER / 2014


Subject : United States – Coast-Guard – Search and Rescue

4. H.T.P : Dover Criticism Publication Series / Number 6

T.P. : HISTORY OF / ENGLISH LITERATURE / Edited by / Edward Albert / Oxford University Press


O.I.: The book has 663 pages numbered in Arabic numerals. Size : 18 × 12.5 cm. It has an extensive index covering pages 643-663. Price : Rs. 225/-. It is a collection of several articles on criticism. One of the important criticism entitled “History of the Victorian Christmas Book” written by S.A. Muresiame which appears between pages 574 and 608. There is a great demand among the users for this contribution. Prepare Author and Title In-Analytical entries for this contribution.

Subject : English Literature – History and Criticism

Group - B

Prepare Main Entry including Tracing and necessary Reference Entry(s) of any two from question nos. 5-8 according to AACR P.T.O.
First Published 1962
MACMILLAN INDIA LIMITED
Chennai-Mumbai-Calcutta-New Delhi
ISBN : 9781472527592
O.I. The book is 22.1 cm. high containing thirteen preliminary pages in Roman followed by 392 textual pages in Arabic numerals. There are an index and a bibliography covering pages 385-392.

Subject : English Literature – Short Stories

V.T.P. : First Indian Edition : Delhi, 2000
First USA Edition : 1981
Published by arrangement with the University of California Press
O.I. : There are twenty three preliminary pages numbered in Roman numerals followed by 1-417 textual pages in Arabic numerals. Size : 22 × 14.8 cm. ‘Mahabharata’, the great sanskrit epic, is considered as a sacred scripture by the Hindus. Library has a very good collection of such documents and prefer to collocate these.

Subject : Sacred books

P.T.O.

BLIS-VII/J 2020/D 2020/Assign(P.S) (6)


Subject : National Socialism


There are six unnumbered preliminary pages followed by one hundred twenty-four textual pages numbered in Arabic numerals. Size : 23 cm.
Accession Number 63254.

Group - C

Prepare Main Entry and Tracing of any three titles from question nos. 11-16 according to AACR 2R (1988) and Main Entry including Tracing of any one title from question nos. 17-18 according to CCC. Also prepare subject heading for

**O.I.** : Twelve Roman numbered preliminary pages followed by three hundred thirty six Arabic numbered textual pages. Size : 23·3 × 10·6 cm. The Publication contains illustrations and maps. Bibliographical references and indexes at the end.

**Subject** - Social Condition


The publication is in two volumes. Pages : Volume I : xi, 1-215; Volume II : xxii, 1-318. Size : 25·2 cm. Title of the volumes are : Volume I : Philosophy of Science and Metaphysics. Volume II : Philosophy of Chemistry.

**Subject** : Science – Philosophy


The book was published from Shree Gurudeva Siddha Yoga Ashram, California. Twenty one preliminary pages in Roman followed by two hundred twenty four textual pages in Arabic numerals. The book contains many illustrations of which some are colour. Size : 21 cm.

**Subject** : Spiritual Life

14. **H.T.P.**: ALADDIN CLASSIC SERIES / Volume X

**T.P.**: WRITING OF TOM SAWYER / The Adventures of a Classic / By / Charles A. Norton


**O.I.** : Eight preliminary pages in Roman and 160 textual pages in Arabic numerals. The book contains illustrations. It includes index and bibliography on pages 154-159. The present book is the adaptation of the story entitled ‘Adventure of Tom Swayer’ written by Mark Twain. The real name of Mark Twain is Samuel Langhorne Clemans.

Size : 23 cm.

**Subject** : Adventure Stories


**O.I.** : There are twelve preliminary pages in Arabic and two hundred seventy two pages in Arabic numerals.
Size: 22 cm. It is a collection of official communication of the Prime Ministers of India covering the period 1960-1990. Publication is belongs to “Prime Minister Speech Series, Number 22”. Price: Rs. 900/-

Subject: Economic Development

O.I.: Roman numbered preliminary pages are twenty seven followed by four hundred fifty-four textual pages numbered in Arabic numerals. It contains numerous illustrations of which some are colour. Size: 23.1 × 12.1 cm. Bibliography appears on pages 450-454. No place of publication and publisher’s name is available, but it could be presumed that it is published from London.
ISBN: 0-2345-9870-1. Price £ 45.00

Subject: Ecology

O.I.: ISBN 1563084996
Size: 24.1 cm.
Pages: xviii, 551
It includes index.
Accession Number – 66687

P.T.O.
BACHELOR OF LIBRARY AND INFORMATION SCIENCE
(ONE YEAR COURSE)
(BLIS)
ASSIGNMENT
for the Term End Examination June-2020 / December 2020
PAPER VIII
Computer Basics & Applications

Full Marks : 100 Weightage of Marks : 20%

Special credit will be given for accuracy and relevance in the answer. Marks will be deducted for incorrect spelling, untidy work and illegible handwriting. The weightage for each question has been indicated in the margin.

Group - A
Answer any two of the following questions : 18×2=36

1. a) What is a digital computer ? How does it differ from an analog computer ? 4+4
   b) Describe the progress of digital computers from First generation to Fifth generation by mentioning characteristic features of each generation. 10

2. a) What is bibliographic database ? Discuss the features of CDS/ISIS as bibliographic database management system. 2+8
   b) Explain any four concepts related to bibliographic database :
      i) Variable field; ii) Fixed field ; iii) Repeatable field ; iv) Sub-field ; v) Record

3. a) What is software ? Differentiate between System software and Application software. 2+6
   b) Describe the main features of any multiuser and multitasking operating system. 10

4. Discuss any three of the following applications related with library automation : 6×3
   i) Automated acquisition
   ii) Bibliographic data standards
   iii) Automated circulation
   iv) Library OPAC
5. What is a flowchart? Prepare flowcharts for the following two tasks: 
   i) Determine the smallest of the three given numbers; and
   ii) Determine net salary (basic+DA+HRA+Medical allowance) where basic pay is given with information that D.A. is 80% of basic if basic is less than equal to 25,000 (else DA is 70% of Basic); HRA is 30% of Basic if basic is less than equal to 25,000 (else HRA is 25% of Basic); and Medical allowance is 20% of basic for all.

6. Describe the program translation sequence with an example.

7. Describe with suitable examples the available Indexing techniques in CDS/ISIS software.

8. What is a logic gate? Discuss in brief different types of logic gate.

9. What is library automation? Point out the benefits of automation in an academic library.

10. Discuss any two of the following features of MS Word:
    i) Macro; ii) Mail merge; iii) Object Linking and Embedding; iv) Reference management

   P.T.O.
Write short notes on any four of the following:

11. Twisted copper pair Vs Coaxial cable Vs Optical fiber
    (as transmission media).
    
12. Text encoding standards.
    
    
14. Features of BASIC programming language.
    
15. CDROM Vs DVDROM (as optical storage media).
    
16. Types of VDU.
    
17. Primary memory Vs Cache memory Vs Auxiliary memory (as types of computer memory).
    

P.T.O.