

**Dr. B. R. AMBEDKAR OPEN UNIVERSITY**  
Prof. G.Ram Reddy Marg, Road No.46. Jubilee Hills, Hyderabad - 500 033  
***Master of Library and Information Science (MLISc), 2018-2019***  
**ASSIGNMENTS**

***Instructions to the Students***

1. Assignments are ***compulsory*** for all the students of MLISc. The assignments in each course carry 30 per cent marks and the year-end examination for 70 per cent marks.
2. The Assignment Questions of all the eight courses are enclosed herewith. There are two assignments in each course. The Last Date for submission of Answers to the **First Assignment** and the **Second Assignment** are **31-05-2019** and **30-10-2019**.
3. Each assignment in a course carries 15 marks and the aggregate marks secured in the two assignments will be added to your year-end examination marks in order to decide your results. You have to secure a minimum of 40 per cent marks in each of the assignments (i.e., 6 out of 15 marks) as well as in the year-end examinations (i.e., 28 out of 70 marks).
4. You have to work out the answers yourself and submit the same. Do not copy the text from the course material. Do not copy the answers from other Students. If found any assignment copied from the assignments of any others, both of them will be rejected and disqualified.
5. Write your answers clearly and legibly on plain sheets of A4 size. Do not club all assignments as one book/bunch. Write them separately. They are corrected by different counsellors.
6. Only handwritten assignment answers are accepted. Typed or carbon copies or computer prints/output are not accepted. Incomplete answers and assignments received after due date will be rejected.
7. You are advised to read thoroughly the course material supplied to you in the subject before attempting to answer the assignments. You are also advised to read the related articles and other books. Write the answers in your own words. Take guidance from the counsellors teaching the subject at your study centre.
8. Candidates who have not submitted the assignment answers as per the stipulated due date and norms are not eligible to sit at the year-end or subsequent examinations. Candidates disqualified and/or failed in assignments have to submit the fresh assignments along with the students of the next batch.
9. Submit your assignment answers to the Assistant/Deputy/Joint Director (or Coordinator) of your study centre.
10. Write your admission number, study centre allotted, full name and correct address on the cover page of the assignment answer books. Use the ***Assignment Response Sheet*** for writing the details.
11. In case you cannot submit you assignment answers personally at the study centre, you may send them by registered post to your study centre so as to reach by the due date. The University will not be responsible for any postal delay. Please collect your assignments personally from your study centre after valuation.

***MLISc - 01 : Information Communication and Society***

ASSIGNMENT-1 (Units 1-8)

Maximum Marks 15

Minimum Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any **TWO** Questions ( 2 x 5 = 10 Marks)

- 1) Define and differentiate Data, Information and Knowledge. Briefly explain the Information generation cycle.
- 2) Briefly describe various factors affecting Information Diffusion and discuss the different models of information diffusion?
- 3) Discuss different models of communication.
- 4) Explain the importance of mass media in libraries as instruments of information dissemination.

**SECTION - B :** Write Short Notes on any **FIVE** of the following (5 x 1 = 5 Marks)

- |                                   |                            |
|-----------------------------------|----------------------------|
| a) Verbal Communication           | e) Primary documents       |
| b) Obsolescence Curve             | f) Stimulatory Information |
| c) Schramm model of communication | g) Hypertext               |
| d) Information Generation Cycle   | h) Optical media           |

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***MLISc - 01 : Information, Communication and Society***

ASSIGNMENT-2 (Units 9 -16)

Maximum Marks 15

Minimum Marks 6

**SECTION - A (ESSAY QUESTIONS)::** Answer any **TWO** Questions (2 x 5 = 10 Marks)

- 1) What do you mean by Spiral of Scientific Method? Illustrate your answer with a suitable diagram
- 2) What is Information Need? Explain how you assess the Information Needs of library users.
- 3) What do you understand by Knowledge Management? Discuss the need and purpose of Knowledge Management.
- 4) “Information Science is an Interdisciplinary Field” – Discuss.

**SECTION - B:** Write Short Notes on any **FIVE** of the following (5 x 1 = 5 Marks)

- |                                |                                 |
|--------------------------------|---------------------------------|
| a) Knowledge Society           | e) Continuing Education Program |
| b) Information Marketing       | f) Professional Ethics          |
| c) Digital libraries           | g) Right to Information         |
| d) Categories of Library Users | h) IPR                          |

***MLISc - 02 : Management of Information Systems and Centres***

ASSIGNMENT –1 (Units 1 - 8)

Maximum Marks 15

Minimum Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any **TWO** Questions (2 x 5 = 10 Marks)

- 1) Discuss the management theories of Taylor and Fayol.
- 2) What is MBO? Examine the salient features of MBO.
- 3) What is Total Quality Management? Explain various steps involved in implementation of TQM.
- 4) What is Planning? Enumerate different steps in Planning and discuss their application to LICs

**SECTION - B :** Write Short Notes on any **FIVE** of the following (5 x 1 = 5 Marks)

- |                                |                       |
|--------------------------------|-----------------------|
| a) Scientific management       | e) Strategic Planning |
| b) Line and Staff Organization | f) Management Grid    |
| c) Gantt Chart                 | g) Elements of MIS    |
| d) Operations Research         | h) Quality Assurance  |

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***MLISc- 02 : Management of Information Systems and Centres***

ASSIGNMENT – 2 (Units 9-16)

Maximum

Marks 15

Minimum Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any **TWO** Questions (2 x 5 = 10 Marks)

- 1) What is collection development? Discuss the policies and procedures of collection development in libraries.
- 2) What is Library Budget? Explain the various steps involved in Budget preparation.
- 3) Discuss the concepts – Job Analysis, Job Description and Job Specification in relation to HRM in LICs?
- 4) What do you mean by Motivation? Explain its important characteristics.

**SECTION - B :** Write Short Notes on any **FIVE** of the following (5 x 1 = 5 Marks)

- |                               |                         |
|-------------------------------|-------------------------|
| a) Unit cost                  | e) Differential pricing |
| b) Digital preservation       | f) NBM Selection        |
| c) Ten Commandments of Change | g) PPBS                 |
| d) Market Segmentation        | h) Electronic journals  |

***MLISc – 03: Information Processing and Retrieval***

ASSIGNMENT – 1 (Units 1 - 8)

Maximum Marks 15

Min.Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) What is ISBD? Describe the structure of ISBD.
- 2) Write an essay on Universal Decimal Classification (AEE/IME)
- 3) What do you understand by Machine Translation? Explain briefly various steps in Machine Translation.
- 4) Explain various steps in the construction of Information Retrieval Thesaurus.

**SECTION - B:** Write short notes any FIVE of the following (5x1=5 Marks)

- |                     |                       |
|---------------------|-----------------------|
| a) MARC 21          | e) Automatic Indexing |
| b) DOI              | f) Thesaurifacet      |
| c) Metadata         | g) SIL                |
| d) Electronic Dewey | h) CCF                |

***MLISc – 03 : Information Processing and Retrieval***

ASSIGNMENT – 2 (Units 9 –16)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) Explain the various file and record structures used in ISAR Systems.
- 2) What do you understand by Evaluation of ISAR Systems? Discuss different components to be considered in evaluating the Systems Effectiveness.
- 3) What are electronic databases? Explain briefly various types of electronic databases with suitable examples.
- 4) What is Library Expert System? Explain its application in online information search and retrieval.

**SECTION - B:** Write short notes any FIVE of the following (5x1=5 Marks)

- |                        |                                  |
|------------------------|----------------------------------|
| a) Z39.50              | e) Failure Analysis              |
| b) Boolean Operators   | f) Data Mining                   |
| c) Data Warehousing    | g) Internet Information services |
| d) Client-Server Model | h) Free text searching           |

***MLISc - 04: Information Systems and Programmes***

ASSIGNMENT-1 (Units 1 – 8)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) What is a Network? Explain different models of network topology with suitable illustrations.
- 2) What is National Information Policy? Explain the objectives and importance of information provision to a developing country.
- 3) What do you understand by Literature Search Service? Explain how this service is provided in Libraries and Information Centres.
- 4) Explain the role of IT in Documentation Backup services in LICs.

**SECTION – B :** Write short notes any FIVE of the following (5x1=5 Marks)

- |                               |                               |
|-------------------------------|-------------------------------|
| a) Document Delivery Services | e) Newspaper Clipping Service |
| b) Referral Centres           | f) ISO 2709                   |
| c) Bulletin Board Services    | g) UAP                        |
| d) SDI                        | h) Flow Charts                |

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***MLISc – 04 : Information Systems and Programmes***

ASSIGNMENT-2 (Units 9 - 16)

Maximum Marks 15

Minimum Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) “Bring out an overview of AGRIS operations, products and services.
- 2) Trace the recent developments in the organization and services of Regional Information Systems.
- 3) Write an essay on Network-based Information services in India.
- 4) Explain briefly the role of professional associations at the national level in promoting the information systems and services.

**SECTION - B :** Write Short Notes any FIVE of the following (5x1=5 Marks)

- |                  |            |
|------------------|------------|
| a) INIS in India | e) ERIC    |
| b) NISCAIR       | f) NISSAT  |
| c) OECD          | g) UNISIST |
| d) NICNET        | h) NLM     |

***MLISc - 05 : Application Information Technology***

ASSIGNMENT - 1 (Units 1 - 8)

Maximum Marks 15

Minimum Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any **TWO** Questions ( 2 x 5 = 10 Marks)

- 1) Explain how computers can be used for various Library Housekeeping operations.
- 2) What is Application Software? Explain briefly any two library application software packages.
- 3) What is OPAC? Discuss the good features expected from an OPAC..
- 4) Explain the use of Computers in Information Services in LICs.

**SECTION – B :** Write Short Notes on any **FIVE** of the following (5 x 1 = 5 Marks)

- |                       |                                |
|-----------------------|--------------------------------|
| a) Web Opac           | e) Multi-user Operating system |
| b) Types of Databases | f) Programming Languages       |
| c) SOUL               | g) Barcode System              |
| d) System Software    | h) LAN                         |

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***MLISc - 05 : Application Information Technology***

ASSIGNMENT - 2 (Units 9 - 16)

Maximum Marks 15

Minimum Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any **TWO** Questions ( 2 x 5 = 10 Marks)

- 1) Explain various procedures involved in designing and development of bibliographic databases.
- 2) Explain the basic concepts and types of computer networks. Describe the services of Internet and its impact on library & Information centres.
- 3) Describe the library networking initiatives in India. Discuss in detail the activities of INFLIBNET.
- 4) What is a digital library? Describe the features and advantages of a digital library.

**SECTION – B :** Write Short Notes on any **FIVE** of the following (5 x 1 = 5 Marks)

- |                     |                   |
|---------------------|-------------------|
| a) Multimedia       | e) DELNET         |
| b) Data Security    | f) Blogs          |
| c) Email Address    | g) URL            |
| d) Teleconferencing | h) User Interface |

**MLSc - 06 : Research Methodology**

ASSIGNMENT – 1 (Units 1- 8)

Maximum Marks 15

Minimum Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any **TWO** Questions ( 2 x 5 = 10 Marks)

- 1) What is a Research Design? Describe the steps in preparing a good Research Design.
- 2) What is 'Hypothesis'? Explain how you formulate Hypothesis for LIS Research.
- 3) What is Survey Method? Explain the importance of Survey method in LIS Research.
- 4) What do you understand by Case Study? Discuss the use of case study method in LIS Research.

**SECTION - B :** Write Short Notes on any **FIVE** of the following (5 x 1= 5 Marks)

- |                                       |                      |
|---------------------------------------|----------------------|
| a) Evaluation Research                | e) Archival data     |
| b) Observation method                 | f) Content Analysis  |
| c) Identification of Research Problem | g) Scientific Method |
| d) Sociometric Technique              | h) Panel Study       |

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**MLISc - 06 : Research Methodology**

ASSIGNMENT – 2 : (Units 9 -16)

Maximum Marks 15

Minimum Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any **TWO** Questions (2 x 5 = 20 Marks)

- 1) Discuss the use of Questionnaire in Data Collection with particular reference to LIS research.
- 2) What are various components of Research Report? Discuss how they are sequenced in a research report.
- 3) Assess the importance of Bibliometrics as a method of evaluating the Scientific Research.
- 4) Discuss the use of computers in research data analysis and presentation.

**SECTION - B :** Write Short Notes on any **FIVE** of the following (5 x 1= 5 Marks)

- |                   |                                      |
|-------------------|--------------------------------------|
| a) Random Sample  | e) Chi Square Test                   |
| b) Scientometrics | f) Lokta's Curve                     |
| c) Data Editing   | g) Adjudication of Thesis            |
| d) SPSS           | h) Problems of LIS Research in India |

***MLISc - 07A : Academic Libraries (Elective)***

ASSIGNMENT-1 (Units 1- 8)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) What is an Academic Library? Explain the objectives and functions of academic libraries with special reference to university libraries.
- 2) Discuss the role played by UGC in developing university and college libraries in India
- 3) Explain briefly various methods of budget preparation in academic libraries.
- 4) Write an essay on Library Services to Distance Learners.

**SECTION - B:** Write short notes any FIVE of the following (5x1=5 Marks)

- |                         |                                |
|-------------------------|--------------------------------|
| a) Department libraries | e) Ranganathan's Staff formula |
| b) Staff Manual         | f) UGC Pay scales              |
| c) Book banks           | g) School libraries            |
| d) Woods Dispatch       | h) Weeding policy              |

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***MLISc - 07A : Academic Libraries (Elective)***

ASSIGNMENT – 2 (Units 9 – 16)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) Discuss the importance of user studies and user education in academic libraries.
- 2) What do you understand by Collection Management? Describe briefly various components of Collection Management in Academic Libraries.
- 3) List out various policies of Collection Management and Maintenance and discuss the essential policies used in academic libraries.
- 4) Discuss the objectives and services offered by INLIBNET.

**SECTION - B :** Write short notes any FIVE of the following (5x1=5 Marks)

- |                         |                          |
|-------------------------|--------------------------|
| a) Open Access Movement | e) User orientation      |
| b) UGC Infonet          | f) Collection evaluation |
| c) SOUL                 | g) NUCSSI                |
| d) Media Resources      | h) Library Consortia     |



***MLSc – 07B : Special Libraries (Elective)***

ASSIGNMENT-1 (Units 1 – 8)

Maximum Marks 15

Min. Pass Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) What is a Special Library? Describe the characteristics of a Special library.
- 2) Explain the importance of special libraries in R&D institutions.
- 3) What is an Electronic Journal? List out various e-journal providers and describe their products and services.
- 4) What do you understand by Collection Development? Explain how collection development in special libraries differs from that of other libraries.

**SECTION - B :** Write short notes any FIVE of the following (5x1=5 Marks)

- |                           |                  |
|---------------------------|------------------|
| a) Grey Literature        | e) Standards     |
| b) Electronic libraries   | f) Optical Discs |
| c) Development Literature | g) Parent body   |
| d) Non-Book Material      | h) Open J-gate   |
- 5) -----  
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***MLISc – 07B : Special Libraries (Elective)***

ASSIGNMENT – 2 (Units 9 - 16)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) Explain various components of planning and organization of Special Library Services..
- 2) Explain the importance and use of Patents and Standards in special libraries.
- 3) Describe briefly various methods of searching CD/DVD-ROM and online databases.
- 4) List out various professional bodies at the international and national level and trace efforts in the promotion of special libraries and information centres.

**SECTION - B:** Write short notes any FIVE of the following (5x1=5 Marks)

- |                          |                               |
|--------------------------|-------------------------------|
| a) SDI                   | e) J-gate                     |
| b) Reprints              | f) Online Information Vendors |
| c) PubMed database       | g) Chemical Abstracts         |
| d) Informative Abstracts | h) INDEST                     |

***MLSc - 07C : Public Libraries (Elective)***

ASSIGNMENT-1 (Units 1 – 8)

Maximum Marks 15

Min. Pass Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) Define Public Library. Explain the public library objectives and functions.
- 2) “Public Library Movement in Andhra Pradesh is a people’s movement”- Discuss.
- 3) List out various Public Library Acts in India and draw comparative analysis of the main features of these Acts.
- 4) What do you understand by National Policy on Libraries and Information Services? Discuss the major issued involved in drafting NAPLIS for India.

**SECTION - B :** Write short notes any FIVE of the following (5x1=5 Marks)

- |                                    |                              |
|------------------------------------|------------------------------|
| a) Rural Libraries                 | e) Subscription Libraries    |
| b) UNESCO Public Library Manifesto | f) Imperial Library of India |
| c) Public Library Cess             | g) Model Library Bill        |
| d) Half-Penny Rate                 | h) RRRLF                     |

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***MLISc - 07C : Public Libraries (Elective)***

ASSIGNMENT – 2 (Units 9 - 16)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 1) What are Community Information Services? Discuss the need and importance of CIS in public libraries in India.
- 2) Discuss the process of collection development in public libraries.
- 3) Discuss the role of public library automation and networking in enhancing the public library services.
- 4) Briefly explain various public library standards useful to evaluate public library facilities and services.

**SECTION - B:** Write short notes any FIVE of the following (5x1=5 Marks)

- |   |                                  |
|---|----------------------------------|
| a) Library software                     | e) Book Deposit Centres          |
| b) Rural Community Resource Centres     | f) Collection Development Policy |
| c) Right to Information Act             | g) ILL                           |
| d) Services to Special Groups of people | h) GISTNIC                       |

**MLSc – 07D : Digital Libraries (Elective)**

ASSIGNMENT-1 (Units 1 – 8)

Maximum Marks 15

Min. Pass Marks 6

**SECTION - A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

1. Define 'Digital Library' and discuss its purpose, advantages and disadvantages.
2. List out various digital image formats and describe their features.
3. Discuss the important characteristics of Digital Library Software.
4. What is Metadata? List out the various metadata schemes and Explain any one Metadata scheme in detail.

**SECTION - B :** Write short notes any FIVE of the following (5x1=5 Marks)

- |                               |                                    |
|-------------------------------|------------------------------------|
| a) Librarians Digital Library | e) OAI/PMH                         |
| b) Eprints                    | f) HTML                            |
| c) RTF                        | g) Emulation                       |
| d) Vidyandhi                  | h) Components of Digital Libraries |

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**MLSc – 07D : Digital Libraries (Elective)**

ASSIGNMENT – 2 (Units 9 - 16)

Maximum Marks 15

Min. Pass Marks 6

**SECTION – A (ESSAY QUESTIONS):** Answer any TWO Questions (2x5=10 Marks)

- 5) Explain the features of User Interface of any two Digital Library Software
- 6) Enumerate various Resource Discovery Tools and explain them.
- 7) What is digital Preservation? Explain the strategies used for Digital Preservation.
- 8) What do you understand by Intellectual Property Rights? Explain various issues involved in IPR?

**SECTION - B:** Write short notes any FIVE of the following (5x1=5 Marks)

- |                      |                   |
|----------------------|-------------------|
| a) Semantic Web      | e) Digital Divide |
| b) Digital Signature | f) Authentication |
| c) Creative Commons  | g) ETD            |
| d) DRM               | h) Search Engines |