

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), 2020
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 **31-05-2020** and **30-10-2020**.
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.

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) Distinguish Data, Information and Knowledge. Briefly explain the nature and characteristics of information
- 2) What is Information Diffusion? Discuss the different models of information diffusion?
- 3) Describe Shannon's Mathematical Theory of Communication.
- 4) Explain verbal and non verbal communication with examples.

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

- | | |
|--------------------------------|---------------------------------|
| a) Entropy | e) Electronic Media |
| b) Obsolescence of information | f) Laswell Model |
| c) Cybernetics | g) Standards and specifications |
| d) Optical Media | h) Hypertext |

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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 are the characteristics of Knowledge? Discuss Private and Social knowledge.
- 2) Describe the information transfer process and explain the role of various agencies involved.
- 3) What do you understand by Knowledge Management? Discuss the need and purpose of Knowledge Management.
- 4) Critically examine the implications of 'Right to Information Act' in the changing role of Library and Information Centres.

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

- | | |
|--------------------------------|---------------------------------|
| a) Information Society | e) Continuing Education Program |
| b) Information Economics | f) NAPLIS |
| c) Digital libraries | g) Public Information Officers |
| 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) Define Management. Discuss the Functions and Levels of management.
- 2) Discuss the management theories of Taylor and Fayol.
- 3) Define Leadership. Explain the qualities and functions of leadership.
- 4) Discuss the application of MIS in Library and Information centres.

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

- | | |
|---------------------------------------|-------------------------|
| a) Scientific management | e) Strategic Planning |
| b) Levels of Management | f) Precision and Recall |
| c) Maslow's Hierarchy of Needs theory | g) System evaluation |
| d) Operations Research | h) Quality Assurance |

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MLISc- 02: Management of Information Systems and Centres

ASSIGNMENT – 2 (Units 9-16)
 Marks 15

Maximum

Minimum Marks 6

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

- 1) What is Total Quality Management? Discuss the role of TQM in enhancing library and information services.
- 2) Explain the elements of Collection Development Policy.
- 3) What is market research? How are the market research techniques applied to marketing of library and information services?
- 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) Weeding of documents | e) Job Analysis |
| b) Zero-Based Budgeting | f) Barriers to communication |
| c) Cost Benefit Analysis | g) Driving forces of change |
| a) Value added information products | h) Purpose of H.R.P. |

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? List out the different ISBDs developed for different types of materials.

- 2) List out the important components of CCF.
- 3) Trace the recent developments in the organization of classes in UDC.
- 4) Define Thesaurus and explain its structure and functions.

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

- | | |
|-------------------------|------------------------|
| a) MARC 21 | e) KWIC |
| b) Dublin Core | f) MeSH |
| c) ISBD (NBM) Framework | g) POPSI |
| d) SLIC | h) Machine Translation |

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) Discuss the objectives and functions of an ISAR system and explain its various components.
- 2) Write an essay on Cranefield Experiments on evaluation of various indexing systems.
- 3) Write an essay on online and CD-ROM database services with suitable examples.
- 4) What is Z39.50? Explain its features and implications for LICs.

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

- | | |
|---------------------------|-------------------------|
| a) Library Expert Systems | e) Failure Analysis |
| b) Free Text Searching | f) Data Mining |
| c) Data Warehousing | g) Search Engines |
| Client-Server Model | h) Fixed Length Records |

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) State the characteristics of the system and explain why library and information centre can be considered as a system.
- 2) State different topologies of networks and explain their advantages and disadvantages.
- 3) State the need and functions of a co-ordinating body in planning and design of a National Information System.
- 4) Enumerate the salient features of a current awareness service and explain the methods of rendering CAS

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 |

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) “ INIS is the world's leading information system on the peaceful uses of nuclear energy based on international cooperation with decentralisation as its operational philosophy”. Elucidate with an overview of INIS's operations, products and services.
- 2) Give an overview of the information products and services of OCLC.
- 3) Describe the activities and services launched by INFLIBNET to create a nationwide network of university libraries and research centres.
- 4) Discuss the role of professional associations in the promotion of library education and training.

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

- | | |
|------------|------------|
| a) AGRIS | e) VINITI |
| 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) What are Input and Output devices. Explain the features of any two input and output devices of your choice.
- 2) What is a computer program. Describe various steps involved in developing a good computer program.
- 3) What is an Application Software? List important Library Application Software Packages available in India and describe the salient features of any two of them.
- 4) What are the advantages of computerizing acquisition work. Discuss the essential features in acquisition module.

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) Define research. Discuss the elements of Scientific method.
- 2) Explain the importance of Literature Survey and describe the use of documentary and non documentary sources of information for research.
- 3) What do you understand by Survey Research? Explain the importance of questionnaires and Schedules in conducting surveys.
- 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) Interdisciplinary research |
| b) Participant Observation | f) Content Analysis |
| c) Steps in research design | g) Experimental method in LIS research |
| d) Errors in Interview | h) Null Hypothesis |

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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 various sampling techniques used in Social Science Research. Discuss the advantages and limitations of sampling.
- 2) What are measures of central tendency? Describe Mean, Median and Mode with the help of examples
- 3) Write an essay on Graphical Presentation of Data.
- 4) What is Bibliometrics? Explain the application of Bibliometrics to Library and Information Centres.

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

- | | |
|------------------|-------------------------------------|
| a) Sample size | e) Chi Square Test |
| b) Delhi method | f) Bradford's law of productivity |
| c) Impact factor | g) composition of a research report |
| d) SPSS | h) Science Citation Index |

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) Discuss the objectives and functions of university libraries.
- 2) Explain the role in the development of academic libraries in India.
- 3) What is Budget? Explain various budgeting techniques.
- 4) Describe the various methods of assessing user needs in academic libraries.

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

- | | |
|--------------------------------------|---------------------|
| a) Department libraries | e) adhoc committee |
| b) Total Quality Management | f) INFLIBNET |
| c) Library services to special users | g) School libraries |

d) Internal Audit

h) UGC

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) Explain the techniques of organizing user education programmes in academic libraries.
- 2) Discuss the various principles of Book Selection.
- 3) Write an essay on weeding policy in academic libraries.
- 4) Discuss the role of INFLIBNET in developing academic libraries in the country.

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

- | | |
|-------------------------|--------------------------|
| a) Open Access Movement | e) Resource Sharing |
| b) UGC Infonet | f) Collection evaluation |
| c) SOUL | g) NUCSSI |
| d) Stock Verification | h) Library Consortia |

MLISc – 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) Explain the role of libraries in Research and Development Organizations.
- 2) Discuss different reference sources required in a special library.
- 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) VINITI | f) Optical Discs |
| c) AGRIS | g) Parent body |
| d) Abstracting Periodicals | h) Open J-gate |

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) What is a digital library? What kind of benefits it can offer to users?
- 2) Explain the importance and use of Patents and Standards in special libraries.
- 3) What is resource sharing? Explain the various initiatives for resource sharing in India.
- 4) Describe the various organizations promoting the development of special libraries.

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

- | | |
|--------------------------------|-------------------------------|
| a) SDI | e) National Science Direct |
| b) Special Library Association | f) Online Information Vendors |
| c) PubMed database | g) Chemical Abstracts |

Information Analysis Centre

h) INDEST

MLISc -

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) Discuss the objectives and functions of Public Libraries.
- 2) Discuss the need for a National Policy on Public Libraries in the present day information society.
- 3) List out various Public Library Acts in India and draw comparative analysis of the main features of these Acts.
- 4) Enumerate the salient features of Library Movement in Andhra and Telangana areas before 1950s.

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

- | | |
|------------------------------------|------------------------------|
| a) Grandhalaya Vedam | e) Library of Congress |
| b) UNESCO Public Library Manifesto | f) Imperial Library of India |
| c) Public Library Cess | g) Oriental Libraries |
| d) Half-Penny Rate | h) RRRLF |

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 |

MLISc – 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. Critically examine the Digital Library Initiatives in India.
2. What do you understand by ‘Digitization Process’? Explain the advantages of digitizing documents in libraries.
3. What is metadata? Explain the need and characteristics of metadata.
4. Explain the need and functions of Institutional Repositories. List out the major institutional repositories in India.

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

- | | |
|-------------|------------------------------------|
| a) Dspace | e) Librarians Digital Library |
| b) OCR | f) HTML |
| c) PDF | g) Emulation |
| d) Metadata | h) Components of Digital Libraries |

MLISc – 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 is Digital Rights Management? Explain its importance in Digital Libraries.

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

- | | |
|-----------------|-------------------|
| a) Semantic Web | e) Digital Divide |
| b) Encryption | f) Dublin Core |
| c) Copyleft | g) ETD |
| d) OAI-PMH | h) Search Engines |