

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), 2021-22

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.
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 your 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) Explain the nature and characteristics of Information.
- 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) Everyday approach for information | e) Electronic Media |
| b) Obsolescence | f) Feedback |
| c) Information Generation cycle | g) Conference Proceedings |
| d) Shannon's theory of communication | 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) Define Knowledge and describe its characteristics.
- 2) Discuss the role of libraries, information centres, documentation centres and information analysis centres in the transfer of information.
- 3) Write an essay on the importance of marketing library services.
- 4) Critically examine the implications of 'Right to Information Act 2005' 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) Loose Assemblage | e) Continuing Education Program |
| b) Accreditation | f) NAPLIS |
| c) Digital libraries | g) Information Economics |
| d) Categories of Library Users | h) Copyright |

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) Define the term 'Leadership'. Explain the qualities and functions of leadership.
- 3) Describe the steps involved in planning of library and information centres.
- 4) Define Management Information System. Discuss the need for 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) System Design |
| b) Levels of Management | f) Precision and Recall |
| c) Maslow's Hierarchy of Needs theory | g) Management Grid |
| d) MBO | h) Decision Making |

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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) Write an essay on the need and procedure for weeding out of books in library and information centres.
- 2) Explain the different types of Budgets and discuss the objectives and purpose of library budget.
- 3) Define HRM and discuss its functions.
- 4) What do you understand by 'Management of Change'? Describe its implications to LICs.

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

- | | |
|-------------------------------------|------------------------------|
| a) Ten commandments of change | e) Market segmentation |
| b) Job specification | f) Barriers to communication |
| c) Fixed vs. Variable costs | 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 MARC21? Explain the record structure of MARC21.
- 2) What is faceted classification? Discuss the Auxiliary tables of UDC.
- 3) What do you mean by Pre-coordinate Indexing? Explain any one pre-coordinate Indexing system in detail.
- 4) What is Machine Translation? Explain the process of Machine Translation.

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

- | | |
|-------------------------|------------------------|
| a) Electronic Dewey | e) Automatic indexing |
| b) Dublin Core | f) MeSH |
| c) ISBD (NBM) Framework | g) POPSI |
| d) Chain Procedure | h) Salton's Principles |

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) Define Information Retrieval System. Discuss the components of Information Retrieval system.
- 2) What do you understand by Library Expert Systems? Explain its application to various operations in LICs.
- 3) Describe the methods of searching online databases.
- 4) Explain in detail Data Mining and Data warehousing.

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

- | | |
|-----------------------------|----------------------------|
| a) CCF | e) Failure Analysis |
| b) Boolean Operators | f) Thesaurus |
| c) Search Query formulation | g) Artificial Intelligence |
| d) Client-Server Model | h) ISBD (NBM) |

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 do you mean by National Information Policy? Explain its objectives and importance in information provision.
- 2) Bring out the difference between Information Services and Information Products.
- 3) Write an essay on referral services.
- 4) Discuss the role of UNESCO in developing standards for information and documentation services.

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

- | | |
|-------------------------------|-------------------------------|
| a) Document Delivery Services | e) Newspaper Clipping Service |
| b) Current Contents | f) ISO 2709 |
| c) Truncated Search | g) UAP |
| d) SDI | h) CAPS |

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) Write an essay on UNISIST and PGI.
- 2) Write a detailed account on the activities and services of NISCAIR.
- 3) List out the various library networks in India and discuss in detail the operations and services of any two library networks.
- 4) Give a brief account of activities of IFLA for the improvement of LIS profession.

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

- | | |
|----------|-------------------------------|
| a) AGRIS | e) SAARC Documentation Centre |
| b) ALSD | f) NISSAT |
| c) OECD | g) INFLIBNET |
| d) ICSSR | 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) Explain different types of computer based information services in LICs.
- 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) Define computer Network? Describe different Network topologies.

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) What is Internet? Discuss the importance of Internet in modern library services.
- 3) What is Metadata? Explain various components of Dublincore Metadata set in detail.
- 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) RFID | e) E-commerce |
| 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 Research Design ? Explain the steps in preparing a research design.
- 2) Explain the importance of Literature survey in Research. Discuss the various sources used for Literature survey in social sciences.
- 3) What is Historical Research? Explain its importance in the field of LIS Research.
- 4) What is survey research? Discuss the merits and limitations of questionnaire in data collection.

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

- | | |
|---------------------------|--|
| a) Evaluation Research | e) Interdisciplinary research |
| b) Observation | f) Content Analysis |
| c) Pilot Study | g) Experimental method in LIS research |
| d) Participatory Research | 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) What is Sampling? Discuss the different probability Sampling Techniques used in Social Science research.
- 2) List out the various simple statistical methods used for Data Analysis and briefly explain them.
- 3) Define Bibliometrics. Explain the laws of bibliometrics.
- 4) Describe various methods of graphical presentation of research data.

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

- | | |
|------------------|-------------------------------------|
| a) Sample error | e) Chi Square Test |
| b) Delhi method | f) Rating Scales |
| 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) State the objectives and functions of college and University Libraries.
- 2) Write an essay on the importance of Library-Faculty relationships in Higher Education.
- 3) Discuss the role of UGC in the development of academic libraries in India.
- 4) Discuss about the library committee and its functions in a university library.

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) Performance evaluation | g) School libraries |
| d) Internal Audit | h) Weeding policy |

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 importance and methods of user education programmes.
- 2) Write an essay on collection development policy in academic libraries.
- 3) Discuss the factors to be considered in planning the academic library buildings.
- 4) Explain the various steps in the automation of an academic library.

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

- | | |
|-------------------------|--------------------------|
| a) Open Access Movement | e) Stock Verification |
| b) UGC Infonet | f) Collection evaluation |
| c) SOUL | g) NUCSSI |
| d) PPBS | 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) Discuss the major information services provided in a special library.
- 2) Discuss the various furniture and equipment required in a special library..
- 3) What is an Electronic Journal? List out various e-journal providers and describe their products and services.
- 4) Discuss the importance of libraries attached to the Government Departments.

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) Discuss the role of Indexing and Abstracting services in special libraries?
- 2) Explain the importance and use of Patents and Standards in special libraries.
- 3) Explain the various activities of IASLIC for the promotion of special libraries 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 |
| d) Information Analysis Centre | 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) Explain the role of public library in the modern society.
- 2) Describe the structure of Public Library system in India.
- 3) Enumerate the salient features of Library Movement in Andhra and Telangana areas.
- 4) Write an essay on the development of public libraries in India.

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

- | | |
|------------------------------------|------------------------------|
| a) APLA | e) Kenyon Report |
| 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) Enumerate the various financial resources through which public libraries sustain.
- 2) Discuss the problems faced by public libraries in collection development.
- 3) Discuss the various traditional and modern services provided in public libraries.
- 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 advantages and disadvantages.
2. Explain the components of a digital library.
3. Explain the features of digital data formats
4. What is Metadata? Discuss various metadata standards.

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) Unicode |
| d) DOAR | h) Digital library of India |

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) Discuss the various criteria for evaluating Digital Libraries
- 6) What do you understand by Resource Discovery? Discuss any two resource discovery tools.
- 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) Vidyaniidhi | e) Digital Divide |
| b) Encryption | f) Dublin Core |
| c) Copyleft | g) Fairuse |
| d) OAI-PMH | h) Digital signature |