

UNIVERSITY OF ZAMBIA
UNIVERSITY EXAMINATIONS – 1999
FIRST SEMESTER
SCHOOL OF LIBRARY STUDIES

1. LIS 231 - Information processing I Cataloguing
2. LIS 231 - Information processing I – cataloguing – Def/Sup
3. LIS 251 - Collection development
4. LIS 251 - Collection development Def/Sup
5. LIS 321 - Management of information systems and services
6. LIS 321 - Management of information systems and services - Sup
7. LIS 341 - Information Technology II
8. LIS 341 - Information Technology II - Sup
9. LIS 471 - Documentation
10. LIS 471 - Documentation - Sup

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THE UNIVERSITY OF ZAMBIA

UNIVERSITY DEFERRED/ SUPPLEMENTARY EXAMINATIONS - NOV./ DEC.1999

LIS 231

INFORMATION PROCESSING I - CATALOGUING

TIME : THREE HOURS

ANSWER: SEVEN QUESTIONS. TWO FROM SECTION A AND ALL FROM SECTION B

SECTION A

Answer TWO questions only. (30 marks)

1. Indicate the basic elements of International Standard Bibliographic Description with layout and punctuation for a monograph.
2. Discuss the problems a cataloguer may face in making headings for corporate bodies.
3. What is a serial? Discuss the features unique to serials cataloguing. Give examples.
4. Write short notes on any FIVE of the following:
 - a) Access point
 - b) Open entry
 - c) Cataloguing-in-Publication(CIP)
 - d) Network
 - e) Hanging indentation
 - f) CD-ROM
 - g) Word by word filing
 - h) COM catalogue

SECTION B(70 marks)

Catalogue fully ALL of the following publications. Give subject headings using the Sears List indicating the edition used.

5. Beauty and the beast / retold by Rosemary Harris / illustrated by Errol Le Cain / Macmillan Children's Books / London.
v.t.p. First published in Picturemac 1984 by Macmillan Children's Books. A division of Macmillan Publishers Limited London and Basingstoke.
All 32 pages are unnumbered. Height 18.5cm.
Cataloguing note: Beauty and the beast is a classic fairy story.

6. Space exploration / Robert M.L.Baker / Herbert C. Corben / Paul Dergarabedian / Manfred Eimer /... Edited by / Donald P. LeGalley / John W. McKee / McGraw-Hill Book Company / New York.../
v.t.p. New York McGraw-Hill Book Company / 1964
The publication has twelve pages roman numbered and 467 pages arabic numbered. It has illustrations, diagrams and maps. Height 22.5cm. A volume in the University of California engineering and science extension series.
7. Houghton Mifflin English / grammar / and / composition / Second course / Houghton Mifflin Company. Boston / authors: Ann Cole Brown, Jeffrey Nilson, Fran Weber Shaw, Richard A. Weldon. Editorial advisers: Edwin Newman, Robert Cotton
Copyright(c) 1984 by Houghton Mifflin Company
Book has eight pages roman numbered and 568 pages arabic numbered.
Height 21.5cm. ISBN 0-395-31402-X
8. The Four / Gospels / a new translation / from the Greek / by / E. V. Rieu /
v.t.p. Penguin Books Ltd., Harmondsworth, Middlesex, England. First published 1952.
Book has thirtythree pages roman numbered and 245 pages arabic numbered.
Height 18cm. Series: Penguin classics L32
9. Intercropping / proceedings of the Second Symposium on / Intercropping in Semi-Arid Areas / held at Morogoro, Tanzania, 4-7 August 1980 / Editors: C. L. Keswani and B. J. Ndunguru / University of Dar es Salaam / Tanzania National Scientific Research Council / International Development Research Centre
v.t.p. (c) 1982 International Development Research Centre Box 8500, Ottawa, Canada K1G 3H9
Book has 168 pages arabic numbered. There are tables and diagrams.
Height 22.5cm.
Cataloguing note: Book deals with cultivation practices in the semi-arid areas of Africa.

END OF EXAMINATION

THE UNIVERSITY OF ZAMBIA

UNIVERSITY FIRST SEMESTER EXAMINATIONS - MAY 1999

LIS 251

COLLECTION DEVELOPMENT

TIME : THREE HOURS

ANSWER : QUESTION 1 IN SECTION A AND ANY THREE QUESTIONS
IN SECTION B

SECTION A (Compulsory) 40 marks

1. Write short notes on any EIGHT of the following:

- a) Indent and invoice
- b) Standing orders
- c) Books In Print(BIP)
- d) Public Law 480(PL 480)
- e) Fair use
- f) National Union Catalog(NUC)
- g) Ulrich's International Periodicals Directory
- h) Weeding
- i) Microforms
- j) Collection evaluation

SECTION B (60 marks)

ANSWER ANY THREE QUESTIONS. ALL QUESTIONS ARE OF EQUAL WEIGHT.

2. Describe any three types of bibliographies used in the selection of library materials. What are their strengths and weaknesses?
3. Describe the processing of a book from the time it is received from the supplier until it is made ready for library use.
4. What problems are associated with gifts and exchange as methods of acquisition? Suggest ways of overcoming them.

THE UNIVERSITY OF ZAMBIA

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UNIVERSITY DEFERRED / SUPPLEMENTARY EXAMINATIONS - NOV.-DEC. 1999

LIS 251

COLLECTION DEVELOPMENT

TIME : THREE HOURS

ANSWER: **FOUR** QUESTIONS. QUESTION ONE IN SECTION A AND ANY **THREE** QUESTIONS IN SECTION B

SECTION A(Compulsory) 40 marks

1. Write short notes on any **EIGHT** of the following:

- a) Retrospective bibliography
- b) Realia
- c) Whitaker's Books in Print
- d) Visible index
- e) Standing order
- f) Copyright
- g) ISSN
- h) Inter library loan
- i) Pro-forma invoice
- j) Censorship

SECTION B (60 marks)

ANSWER ANY **THREE** QUESTIONS. ALL QUESTIONS ARE OF EQUAL WEIGHT

- 2. Why is community analysis a necessity in collection development particularly in a public library environment?
- 3. Discuss the problems and the challenges faced by booksellers and librarians concerning collection development in Anglophone Africa.
- 4. What is a national bibliography? Discuss the problems associated with the National Bibliography of Zambia.
- 5. Why do serials occupy an important place in a library collection? Discuss the problems connected with serials control.

6. What problems do audio-visual material present to libraries in Third World countries like Zambia?
7. Discuss the problems of storage and preservation of Library material in a tropical and sub-tropical environment. How do you propose to overcome them?

END OF EXAMINATION

THE UNIVERSITY OF ZAMBIA

UNIVERSITY FIRST SEMESTER EXAMINATIONS – OCTOBER 1999

LIS 321

MANAGEMENT OF INFORMATION SYSTEMS AND SERVICES

TIME: THREE (3) HOURS

ANSWER ALL QUESTIONS. ALL QUESTIONS CARRY EQUAL WEIGHT.

1. "A sound motivational system is based on principles derived from research on motivation, on policies of the organisation and on the manager's philosophy of human needs." (Stueart, Robert, D, etal, 1987).

Discuss this statement in light of managing modern libraries and information centres.

2. "Many of us have a vague feeling that things are moving faster...hardly a meeting or conference takes place today without some ritualistic oratory about the challenge of change...among many there is an uneasy mood - a suspicion that change is out of control." (Toffler, Future Shock, 1970).

Comment on the above statement within the context of how modern libraries and information centres can manage change.

3. "Planning as a phenomenon and a process is multi-dimesional, complex, dynamic and continuous."

Discuss the planning process in any library or information centre in light of the above statement.

4. "The question of managing Information Technology (IT) in modern libraries and information centres requires grounded knowledge, vision, reflection, imagination and foresight." Discuss.

END OF EXAMINATION & GOOD LUCK!!

THE UNIVERSITY OF ZAMBIA

UNIVERSITY SUPPLEMENTARY EXAMINATIONS – DECEMBER 1999

LIS 321

MANAGEMENT OF INFORMATION SYSTEMS & SERVICES

TIME: THREE (3) HOURS

ANSWER: ~~ANY~~ ALL QUESTIONS. ALL QUESTIONS CARRY EQUAL WEIGHT.

1. “It is apparent, from studying the schools of management thought which have been developed this century, that they reflect the problems of the times in which they were popular.” (Stueart, R.D and Eastlick, J.T, 1981). Discuss this assertion by drawing experiences of two scholars that have contributed to management theory.
2. “Appraising or evaluating an employee’s performance may present problems related to error of judgement and bias and cannot therefore be regarded as essential to efficient and effective human resource management in any information centre.” Discuss.
3. “As a result of technological development, the role of a manager has changed and will continue to change.” Critically examine this statement with regard to the application of Information Technology (IT) in the management of libraries or any other information units.
4. “Though easily avoided in most libraries and information centres, the planning process is the most basic and critical function of management – all other functions must reflect it.” Discuss.

UNIVERSITY OF ZAMBIA
FIRST SEMESTER EXAMINATIONS 1999

LIS 341

INFORMATION TECHNOLOGY II

ANSWER QUESTION ONE AND ANY OTHER THREE QUESTIONS.

SECTION 1: COMPULSORY

QUESTION 1 (40 marks)

1. Write short notes on the following:

- (a) MARC Format
- (b) Convergence
- (c) Hyperlinks
- (d) LAN
- (e) Field
- (f) TCP/IP
- (g) Precision Ratio
- (h) Modem
- (i) WWW
- (j) Packet switching

SECTION 2 (60 marks)

ANSWER ANY THREE QUESTIONS FROM THIS SECTION

- 2. You have been asked by a Non-governmental Organization (NGO) dealing with research on gender issues and development to design a database. Using Micro CDS/ISIS, with examples, show how you would go about designing the database.
- 3. Discuss factors that may affect the performance of an information storage and retrieval system and suggest ways of overcoming these factors.
- 4. "Major developments in telecommunications have made the world into a truly global village." Discuss.
- 5. Discuss, with examples, the impact of VANs in the provision of information services.

END OF EXAMINATION

UNIVERSITY OF ZAMBIA

FIRST SEMESTER SUPPLEMENTARY/DEFERRED EXAMINATIONS 1999

LIS 341

INFORMATION TECHNOLOGY II

ANSWER: ALL QUESTIONS. ALL QUESTIONS CARRY EQUAL WEIGHT.

In what ways do single-type value added networks differ from multi-type ones? Illustrate with examples.

Based on the operations of the CDS ISIS software, discuss the basics of database design.

Discuss the basic operations of the Internet and how it (the Internet) has affected library services.

How do other processes in the design of an information storage and retrieval system affect the retrieval process?

END OF EXAMINATION

THE UNIVERSITY OF ZAMBIA

UNIVERSITY FIRST SEMESTER EXAMINATIONS - MAY, 1999

LIS 471

DOCUMENTATION

TIME: THREE (3) HOURS

INSTRUCTIONS: ANSWER FOUR (4) QUESTIONS. ALL QUESTIONS ARE OF EQUAL WEIGHT.

1. Write short notes on the following:
 - (a) The nature of documents
 - (b) The materials of documents
 - (c) Iconic documents
 - (d) The monument of David Livingstone as a document
 - (e) Serial publications

2. Discuss the major products of documentation services.

3. Assume that you are the Director of the National Library Services in Zambia. Justify what would be your proposed documentation services for Science and Technology.

4. With reference to Zambia, discuss the advantages and disadvantages of the three major methods of achieving standardization in documentation services.

5. What are the prospects and challenges of bibliographic control of all documents in Zambia?

6. Discuss the documentary chain indicating the points at which "Noise" and/or "Silence" may occur.

END OF EXAMINATION

THE UNIVERSITY OF ZAMBIA

UNIVERSITY FIRST SEMESTER EXAMINATIONS - MAY, 1999

LIS 471

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END OF EXAMINATION

THE UNIVERSITY OF ZAMBIA

UNIVERSITY FIRST SEMESTER SUPPLEMENTARY EXAMINATIONS -
NOVEMBER/DECEMBER, 1999

LIS 471

DOCUMENTATION

ANSWER: FOUR QUESTIONS. ALL QUESTIONS ARE OF EQUAL WEIGHT

TIME: THREE HOURS

1. "A document is anything that provides information." Discuss, with special reference to the nature of documents.
2. Discuss the stages of a documentary chain.
3. What factors, and how do they, determine the life of documents?
4. How would you go about establishing a system of organizing (description and classification) materials in a documentation centre?
5. What are the prospects and challenges of bibliographic control of all documents in Zambia?
6. Discuss the structure of a document indicating the value of each part.

END OF EXAMINATION