

Indian Statistical Institute

Documentation Research and Training Centre
M.S in Library and Information Science

Semester 1: Paper 06: Library Management and Automation

Date: 20/02/2023

Duration: 1 hr 30 min.

Max. Marks: 40

Answer any Three Questions

10 Marks each

1. Discuss the roles and responsibilities of library administrators and the skills required to perform them successfully in a library.
2. Explain Henri Fayol's 14 Principles of Management and discuss their relevance in modern management.
3. Discuss the roles and responsibilities of the library authority and library committee in a library.
4. Describe the six functions of management: planning, organizing, staffing, leading, budgeting, and controlling. How do these functions interrelate, and why are they important for the success of an organization?

5. Write short notes on any two

5 Marks each

- a. Performance appraisal
- b. ERMS
- c. Job evaluation