

Indian Statistical Institute  
Documentation Research and Training Centre

MSLIS (2018-20)

**Semester I: Paper -4: Library Management and Automation**

Date: 22/11/2018

Duration 3 hrs

Max Marks: 100

Note: 1. Answer any Five Questions (20x5)  
2. All Questions Carry equal marks

1. Define Information and explain its role in National Development with reference to India.
2. What is planning? Enumerates the steps how does the process work in an academic Library system?
3. Define leadership styles in organisation and describe how it works in Library environment.
4. What is Scientific Management and explain Henri Fayol Fourteen Principles?
5. Define Human Resource Management & discuss the difference hierarchy in Library Environment.
6. Define ILMS and describe the process of Installation of Koha Library Software.
7. What is Budget? Discuss briefly at least two different method of budgeting.
8. Write Short Notes on Any Two of the following
  - a. Management by Objective
  - b. Systems Analysis
  - c. Information Centres
  - d. Stock Verification
  - e. Reengineering Techniques in Libraries