

CHUKA



UNIVERSITY

**UNIVERSITY EXAMINATIONS**

**EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF**

**BSIS 204: ORGANIZATION OF KNOWLEDGE II: CATALOGUING PRACTICE**

**STREAMS:**

**TIME: 2 HOURS**

**DAY/DATE: TUESDAY 30/03/2021**

**2.30 P.M – 4.30 P.M**

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**INSTRUCTIONS:**

**This examination paper has five questions**

**Candidates are required to attempt question one and any other two**

**No reference material of any kind should be carried into the examination room**

**Do not write on the question paper**

**Start every question on a fresh page**

**QUESTION ONE**

- (a) With the aid of a labelled diagram, analyze the entries of a card catalogue. [20 marks]
- (b) Discuss the objectives of Cutter's rules for a dictionary catalogue (1850). [10 marks]

**QUESTION TWO**

- (a) Describe technical reading of information materials for descriptive cataloguing in information centres. [10 marks]
- (b) Discuss the activities of cataloguing department of a library. [10 marks]

**QUESTION THREE**

- (a) Explain part 1 of AACR 2 which identifies the eight areas of description from the ISBD standard. [10 marks]

- (b) Describe the process of description of books using AACR2. [10 marks]

**QUESTION FOUR**

- (a) Discuss a card catalogue access points. [10 marks]  
(b) By the use of punctuations prepare a catalogue entry of a book with the following details. [10 marks]

Small gardens series. Improving your garden by John Smith place of publication is London. ISBN 0330028960. The book has eleven preliminary and 200 numbered pages. It is also profusely illustrated published in 1990 by Longman.

**QUESTION FIVE**

5. (a) Discuss five principles used in selecting subject headings for descriptive cataloguing. [10 marks]  
(b) Explain five reasons for use of Sears list of subject headings in small libraries. [10 marks]
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