

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: WEDNESDAY 11/12/2019

2.30 P.M – 4.30 P.M

INSTRUCTIONS

- This examination paper has FIVE (5) questions
- Candidates are required to attempt question ONE and any other TWO questions
- No reference materials of any kind should be carried into the examination room
- Do not write on the question paper
- Start every question on a FRESH page

1. (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]
2. (a) Describe technical reading of information materials for descriptive cataloguing in information centres. [10 marks]
- (b) Discuss the activities of a cataloguing department in a library. [10 marks]
3. (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]
4. (a) Discuss access points used in a card catalogue. [10 marks]
- (b) By the use of punctuations prepare a catalogue entry of a book with the following details. [10 marks]

Small garden 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.

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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