

Note: Answer any *Eight* part questions from this Section. All part questions carry equal marks.

- Q.2 (i) What is meant by Library Planning?
 (ii) Prepare a list of professional and non-professional staff of Library.
 (iii) Write the duties of Librarian.
 (iv) What are the various book selection auxiliary sources?
 (v) What is meant by Main Entry?
 (vi) Describe the role and importance of computer in college Library.

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- (vii) State the benefits of Dictionary in the Library.
 (viii) Write any two definitions of Catalogue.
 (ix) What is included in Library material?
 (x) Write a note on Brown circulation system.
 (xi) Define Membership Card. Draw its diagram.
 (xii) What is meant by Notations? Write the kinds of notations.
 (xiii) Describe Documentation.

Note: Answer any *Two* of the following questions. All questions carry equal marks.

- Q.3 How will you find out the subject of a book?
 Q.4 What do you know about Reference Services? Which reference sources are used in libraries?
 Q.5 Why is Dewey Decimal Classification Scheme used by most of Libraries in Pakistan? Elucidate.