THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

A. M. E. C. E. A

MAIN EXAMINATION

AUGUST - DECEMBER 2015 TRIMESTER

FACULTY OF SCIENCE

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

EVENING PROGRAMME

DLIS 116: ORGANIZATION AND RETRIEVAL OF INFORMATION I

Date: DECEMBER 2015	Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and ANY OTHER TWO Questions

Q1.   a)   Outline THREE main uses of a catalogue.   **(6 marks)**

      b)   Outline FOUR advantages of a machine readable catalogue (MARC)

                      (8 marks)

      c)   Explain FOUR functions of a cataloguing code.   **(8 marks)**

      d)   Explain FOUR ways in which a subject catalogue can help a library user.

                      (8 marks)

Q2.   a)   Explain FIVE qualities of a good cataloguer.   **(10 marks)**

      b)   Identify FIVE factors to consider when deciding which type of library
          catalogue to adopt.   **(10 marks)**

Q3.   a)   Explain FIVE qualities of a good form of catalogue.   **(10 marks)**

      b)   Outline EIGHT areas and elements of description in cataloguing.
                      (10 marks)

ISO 9001:2008 Certified by the Kenya Bureau of Standards

Q4. Cataloguing the following book showing the main entry, title entry, subject entry and entry for the second author. **(20 marks)**

END

ISO 9001:2008 Certified by the Kenya Bureau of Standards