



THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

A. M. E. C. E. A

MAIN EXAMINATION

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AUGUST – DECEMBER 2018 TRIMESTER

FACULTY OF SCIENCE

DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

REGULAR PROGRAMME

CLIS 114: ORGANIZATION AND RETRIEVAL OF INFORMATION I

Date: DECEMBER 2018

Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and ANY OTHER TWO Questions

- Q1. a) Define the following terminologies: **(10 marks)**
- i) Organization of information
 - ii) Information retrieval
 - iii) Information retrieval tools
 - iv) Cataloguing code
 - v) Subject cataloguing
- b) There are two very important categories of tools libraries and information centers use to organize information resources on the shelves namely: classification schemes and subject heading lists. Identify any two specific classification schemes and any two specific subject heading lists. **(4 marks)**
- c) List any eight information retrieval tools that can assist users in identifying and locating reading materials which meet their information needs. **(16 marks)**
- Q2 Briefly explain the three objectives of a library catalog in the light of Charles Ammi Cutter's cataloging code (rules). **(20 marks)**
- Q3. Explain briefly the four principles of descriptive cataloging according to Library of Congress as listed below: **(20 marks)**
- a) Terms of description
 - b) Extent of description

- c) Organization of the elements of description
- d) Identification of sources of data

Q4. Briefly explain any four principles of subject cataloguing . **(20 marks)**

Q5. a) Demonstrate briefly how the three types of information sources are different from each other citing two examples of specific information sources for each type of information sources you mention. **(12 marks)**

b) Briefly explain the two broad categories of information sources/information resources **(2 marks)**

c) Demonstrate briefly how you as a library professional, would advise a user who is in the library and would like to know whether the library has a specific book which he/she has in mind. . **(6 marks)**

END