



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

**LIS 414: PRESERVATION AND CONSERVATION OF INFORMATION
MATERIALS**

Date: DECEMBER 2018

Duration: 2 Hours

INSTRUCTIONS: Answer Question ONE and ANY OTHER TWO Questions

- Q1. a) Define the following terms as used in preservation and conservation of information materials
- i) Preservation **(1 Mark)**
 - ii) Deterioration **(1 Mark)**
 - iii) Digitization **(1 Mark)**
 - iv) Lamination **(1 Mark)**
 - v) Microfilming **(1 Mark)**
- b) Highlight the elements required for a systematic preservation program in an organization **(10 marks)**
- c) Explain the major causes of deterioration of information materials **(5 Marks)**
- d) State some of the general measures that can be applied to protect information materials from deterioration. **(10Marks)**
- Q2. With ever-dwindling resources there is need to have a preservation policy for library and archival collections. Discuss the benefits of a preservation policy. **(20Marks)**
- Q3. a) List and explain five benefits of microfilming as a preservation tool. **(10Marks)**

- b) What are the drawbacks of microfilming as a preservation tool?
(10 marks)
- Q4. a) Preservation and protection of records and archival materials from hazards is vital for a record or archival center. List and explain five common hazards.
(10 marks)
- b) Digital records and archives are bound to age, deteriorate or decay hence the need to preserve and conserve them. Discuss migration as a strategy of preservation and conservation of digital records.
(10 marks)
- Q5. a) Discuss by giving examples, the 5 benefits of Digitization as a Preservation Reformatting Option
(10 marks)
- b) List and explain 5 challenges of preservation of paper based records
(10 marks)

END