2024
SRMUJ
3rd Semester Examination
Integrated MLIS
Library and Information Science
LIS-304
Management of Library System & Organization

Full Marks: 40 **Time: 2 Hours**

The figures in the margin indicate full marks. Candidates are required to give their answers in their own words as far as practicable.

1. Answer any two of the following questions 5×2

I. Discuss the difference between leadership and management in libraries. 5

II. Differentiate between the following pair of concepts: 2.5 x2
   a) Job analysis and Job description
   b) Auditing and Accounting

III. Differentiate between the following pair of concepts: 2.5x2
   a) Traditional Library Management and Digital Library Management.
   b) Management and Administration

IV. Describe Maslow's Hierarchy of Needs and explain how it is structured. 5

2. Answer any three of the following questions 10×3

I. Explain the key principles of Scientific Management as proposed by Frederick Winslow Taylor. 10

II. Define the different levels of management in a library. How do they contribute to the overall functioning of the library? 4+6

III. What is budgeting? Discuss the different types of budgeting used in library management. 2+8

IV. What is an Accession register? What is the difference between it and Shelf list? What are the columns of an accession register? 2+4+4

V. What is financial record? Explain the different types of financial records that libraries are required to maintain. 2+8

P.Q. 2024