



MAASAI MARA UNIVERSITY

**REGULAR UNIVERSITY EXAMINATIONS
2018/2019 ACADEMIC YEAR
SECOND YEAR SECOND SEMESTER**

**SCHOOL OF SCIENCE AND INFORMATION SCIENCES
UNIVERSITY EXAMINATIONS FOR THE DEGREE OF
BACHELOR OF SCIENCE (INFORMATION SCIENCES)**

**COURSE CODE: INS 2206
COURSE TITLE: CATALOGUING 1**

DATE: 25TH APRIL, 2019

TIME: 11:00 - 13:00HRS

INSTRUCTIONS TO CANDIDATES

ANSWER Question ONE and any other TWO questions.

QUESTION ONE (COMPULSORY 30 MARKS)

a). Define the following concepts as used in cataloguing:

- i. Library catalogue **(3 Marks)**
- ii. Microform Catalogue **(3 Marks)**
- iii. Offline catalogue **(3 Marks)**
- iv. Classified catalogue **(3 Marks)**
- v. Dictionary Catalogue **(3 Marks)**
- vi. Name catalogue **(3 Marks)**

b). Explain two (2) advantages and two (2) disadvantages of a card catalogue **(4 Marks)**

c). Discuss four (4) factors to be considered in the choice of a type of catalogue **(8 Marks)**

QUESTION TWO

a). Discuss six (6) factors you would consider before automating a library catalogue **(12 marks)**

b). Briefly explain any four (4) functions of a modern library catalogue **(8 marks)**

QUESTION THREE

a). Explain Five (5) access points to a bibliographic tool **(10 Marks)**

b). Explain Five (5) reasons why descriptive cataloging is important **(10 Marks)**

QUESTION FOUR

a). Discuss five (5) functions of an OPAC in an academic library **(10 marks)**

b). Briefly explain five problems users will experience in the absence of a library catalogue **(10 marks)**

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