



MAASAI MARA UNIVERSITY

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

**FIRST YEAR SEMESTER ONE
UNIVERSITY EXAMINATION
FOR THE DEGREE OF BACHELOR OF
INFORMATION SCIENCES**

**COURSE CODE: INS 1209
COURSE TITLE: PRESERVATION OF
INFORMATION MATERIALS I**

DATE 18TH APRIL 2019

TIME: 0830 -1030HRS

INSTRUCTIONS TO CANDIDATE

Answer Question ONE and any other TWO questions

1 a) What do you understand by the term “preservation” ?
(2 marks)

b) Differentiate between “Preservation and Conservation”
(2 marks)

c) Define Bookbinding **(2 marks)**

d) Explain digitization **(2 marks)**

e) Explain why Restoration and Maintenance are important in repositories

(4 marks)

d) Elucidate the importance of preservation of information, records and archival material.
(4 marks)

e) The old adage that “Prevention is better than Cure” is true in the science of preservation. Explain the statement
(4 marks)

f) Discuss **five** factors of deterioration and preventive preservation

strategies for information materials
(12 marks)

2a) Explain any **five** key principles of conservation management showing their relevance to the preservation of information materials. **(8 marks)**

2b) Explain how you would evaluate effectiveness of preservation

and conservation programme
(12 marks)

3a). Examine the challenges in preserving information materials in digital format and suggest possible ways in which they can be addressed **(10 marks)**

3b) Explain best storage methods and handling practices of information materials
(10 marks)

4a) Define a preservation program and explain any **five** elements
(8 marks)

4b) You have been appointed university information manager. Explain the role of a preservation management policy in the institution and explain how you would develop one .
(12 marks)

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