ID#			



## THE UNIVERSITY OF THE WEST INDIES

Date: 20..../..../

	Semester 1 □ Semest			
Examinations of December □ /April/May ☑ /July □ 2018				
	Originating Campus: Cave Hill ☐ Mona ☑ St. Augustine ☐			
Course Code and T	Fitle: LIBS3702 – PR LII		N MANAGEM D INFORMAT	
Date:			Time:	
Duration:	2 Hours Paper No:			r No:
Materials required:				
	Answer booklet:	Normal □	Special □	Not required ⊠
	Calculator: Progra (where applicable)	ammable □	Non Progra	mmable □
Multiple Choice as Auxiliary/Other mat	nswer sheets: erial(s) – Please spe		⊒ alphabetica	al 🗆 1-20 🗆 1-100 🗆
Candidates are pe	ermitted to bring the	e following it	ems to their	desks:
Instructions to	Candidates: This	s paper has	8 pages &	16 questions.
	inded that the examin n determining the ma			he proper use of the
YOU A	RE REQUIRED TIN THE SI	TO ANSWE	•	ESTIONS
The University of the Wes	st Indies	Course Code		20/
INSTRUCTIONS: Each p. University and External E (Examinations). Where ap	PE ON THE BACK OF THIS age must be signed by the xaminers. Completed forms oplicable, the EXTERNAL En a separate sheet), to the	First and Second s should be hande EXAMINER is requ	Examiners, and what to the Senior/Assired to sign the qu	sistant Registrar estion paper and return it
First Examiner			University Exam	iner (where applicable)
Second Examiner				ner (where applicable)

Date: 20..../..../

1.	Differentiate between preservation and conservation	vation. (2 marks)
2.	What is a grant proposal? (1 mark)	
3. a.	Write a concise statement explaining each of the (5 marks) Sponsor appeal	he following section of a budget proposal:
b.	Needs statement	
The	e University of the West Indies Cours	e Code 20//
INS Un (Ex	O NOT WRITE OR TYPE ON THE BACK OF THIS SHEET STRUCTIONS: Each page must be signed by the First and iversity and External Examiners. Completed forms should caminations). Where applicable, the EXTERNAL EXAMINING the comments, if any, (on a separate sheet), to the Senior/A	d Second Examiners, and where applicable the be handed to the Senior/Assistant Registrar ER is required to sign the question paper and return it
	st Examiner	University Examiner (where applicable)
	cond Examiner	External Examiner (where applicable)
Da	te: 20/	Date: 20/

ID# \_\_

	ID#		
c.	Solution		
d.	Capabilities		
e.	Budget		
1.	Identify and explain <b>FOUR</b> (4	4) unique characteristics of a good b	udget. (4 marks)
The U	Iniversity of the West Indies	Course Code	20//
INSTF Unive (Exam	RUCTIONS: Each page must be signed rsity and External Examiners. Complete inations). Where applicable, the EXTE	OF THIS SHEET: USE ONE SIDE ONLY d by the First and Second Examiners, and wed forms should be handed to the Senior/As RNAL EXAMINER is required to sign the qu, to the Senior/Assistant Registrar (Examina)	ssistant Registrar uestion paper and return it
 First E	 Examiner	 University Exam	niner (where applicable)

University Examiner (where applicable)

External Examiner (where applicable) Second Examiner Date: 20..../..../ Date: 20..../..../

	ID#	
5.	Explain <b>ONE</b> (1) factor that is critical to the prany information unit. (4 marks)	eservation of library materials in
6.	Differentiate between biological and environme your collection. (2 marks)	ental issues that can adversely affect
The	e University of the West Indies Course	Code 20//
INS Un (Ex	NOT WRITE OR TYPE ON THE BACK OF THIS SHEET: STRUCTIONS: Each page must be signed by the First and iversity and External Examiners. Completed forms should be taminations). Where applicable, the EXTERNAL EXAMINE in comments, if any, (on a separate sheet), to the Senior/As	Second Examiners, and where applicable the be handed to the Senior/Assistant Registrar R is required to sign the question paper and return it
 Firs	st Examiner	University Examiner (where applicable)
Se	cond Examiner	External Examiner (where applicable)
Da	te: 20//	Date: 20/

ID#	
7. Define the term "Relative Humidity" RH. (1 mark)	
8. Explain <b>FIVE (5)</b> stages of disaster planning. (5 marks)	)
The University of the West Indies Course Code	20//
DO NOT WRITE OR TYPE ON THE BACK OF THIS SHEET: USE ONI INSTRUCTIONS: Each page must be signed by the First and Second E University and External Examiners. Completed forms should be handed (Examinations). Where applicable, the EXTERNAL EXAMINER is requi with comments, if any, (on a separate sheet), to the Senior/Assistant Re	examiners, and where applicable the I to the Senior/Assistant Registrar red to sign the question paper and return it
First Examiner	University Examiner (where applicable)
Second Examiner	External Examiner (where applicable)
Date: 20/	Date: 20/

ID#	
9. Name <b>FOUR (4)</b> factors that contribute to the degrad	ation of archival materials. (2 marks)
10. Name <b>TWO (2)</b> environmental issues that cause dama	age to photographs. (1 mark)
11. Identify <b>TWO</b> (2) pest prevention methods employed detailed explanation about <b>ONE</b> (1) of the methods. (	•
The University of the West Indies Course Code	20/
DO NOT WRITE OR TYPE ON THE BACK OF THIS SHEET: USE O INSTRUCTIONS: Each page must be signed by the First and Second University and External Examiners. Completed forms should be hand (Examinations). Where applicable, the EXTERNAL EXAMINER is required with comments, if any, (on a separate sheet), to the Senior/Assistant	Examiners, and where applicable the ed to the Senior/Assistant Registrar uired to sign the question paper and return it
First Examiner	University Examiner (where applicable)
Second Examiner	External Examiner (where applicable)
Date: 20/	Date: 20/

	ID#		_
12.	Explain <b>THREE (3)</b> challenges	of digital preservation. (	(3 marks)
13. Nan	ne and explain TWO (2) methods	of digital preservation. (	(2 marks)
-	y should archives maintain obsolet to visual digitization? Explain. (2		abreast of new ones in
DO NOT INSTRUC University (Examina	WRITE OR TYPE ON THE BACK OF THE CTIONS: Each page must be signed by the and External Examiners. Completed for tions). Where applicable, the EXTERNAL ments, if any, (on a separate sheet), to the	e First and Second Examiner ns should be handed to the S EXAMINER is required to sign	rs, and where applicable the Senior/Assistant Registrar gn the question paper and return it
First Exar	miner		sity Examiner (where applicable)
Second E	ixaminer	Extern	al Examiner (where applicable)

Date: 20..../..../

Date: 20..../..../

ID#	
5. Name and explain <b>TWO</b> (2) local f	factors that influence metadata quality. (2 marks)
6. Explain <b>ONE</b> (1) benefit of a contin	ngency plan. (1 mark)
•	
F	END OF PAPER
	ALD OF THE ER
ne University of the West Indies	Course Code 20//
niversity and External Examiners. Completed f examinations). Where applicable, the EXTERN	THIS SHEET: USE ONE SIDE ONLY y the First and Second Examiners, and where applicable the forms should be handed to the Senior/Assistant Registrar NAL EXAMINER is required to sign the question paper and return to the Senior/Assistant Registrar (Examinations).
rst Examiner	University Examiner (where applicable)
econd Examiner	External Examiner (where applicable)
ate: 20//	Date: 20/