



THE UNIVERSITY OF THE WEST INDIES

Semester I Semester II Supplemental/Summer School

Examinations of December **/April/May** **/July** **2013**

Originating Campus: Cave Hill Mona St. Augustine

Mode: On Campus By Distance

Course Code and Title: **LIBS3005 – MANAGEMENT OF LIBRARIES IN SELECTED ENVIRONMENTS**

Date: **MAY 2, 2013**

Time: **9:00 – 11:00 A.M.**

Duration: **2 HOURS**

Paper No:

Materials required:

Answer booklet: Normal Special Not required

Calculator: Programmable Non Programmable
(where applicable)

Multiple Choice answer sheets: numerical alphabetical 1-20 1-100

Auxiliary/Other material(s) – Please specify:

Candidates are permitted to bring the following items to their desks:

Instructions to Candidates: This paper has 2 pages & 7 questions.

Candidates are reminded that the examiners shall take into account the proper use of the English Language in determining the mark for each response.

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ANSWER QUESTION ONE (1) AND ONE (1) EACH FROM SECTIONS A AND B.

1. Communication skills are central to the work of librarians. Discuss in relation to the academic library **OR** the special library.

SECTION A

2. How can information technology applications help to ensure a high quality of service to clients and improve operations in the special library?
3. Write brief notes on **FIVE (5)** of the following:
 - (a) Organizational profile
 - (b) Mentoring
 - (c) Special libraries as borrowers and lenders
 - (d) Collection development policy
 - (e) Intranet
 - (f) Disaster preparedness
 - (g) Libraries without walls
4. Marketing is primarily a managerial responsibility; however it should be the concern of every member of staff of the special library. Discuss.

SECTION B

5. Highlight the objectives of universities in the Caribbean and discuss the role that university libraries can play in helping these institutions achieve their objectives.
6. Demonstrate your understanding of the concept of "NATIS." Outline the contributions which academic and research libraries can make towards its achievement in any territory of the Caribbean.
7. Discuss how you would organize a tour for a library orientation programme for the new first year undergraduate students. Explain briefly other methods of orientation programmes known to you.

END OF PAPER