

The University of the West Indies

Examination of December 2008

Code and Name of Course: **LS61A (LIBS6101)** – Management of Information Units

Date and Time: Friday, December 5, 2008 9:00 am – 12:00 am

Duration: 3hrs.

**INSTRUCTIONS TO CANDIDATES: This paper has 1 page and 6 questions**

**Answer any three (3) questions**

1. Select any management theory and discuss the application and relevance to the management of libraries today.
2. Outline and describe the stages of the recruitment process necessary for hiring the right people for the success of a library or information service.
3. Make a case for the importance of staff training and development.
4. **Either** a) or b)
  - a. Discuss how performance appraisal systems can be used to motivate employees to work? **OR**
  - b. Explain how you would go about developing an unbiased performance management system?
5. Identify any three (3) the challenges facing the Caribbean library manager today, and suggest how these may be addressed?
6. Comment briefly on the importance of the following in managing a library:
  - a) an organisational chart , b) organisational manual and c) job descriptions.

END OF QUESTION PAPER