

CBSE | DEPARTMENT OF SKILL EDUCATION

Library and Information Science (SUBJECT CODE -836)

Blueprint for Sample Question Paper for Class XII (Session 2023-2024)

Max. Time: 3 Hours

Max. Marks: 60

PART A - EMPLOYABILITY SKILLS (10 MARKS):

UNIT NO.	NAME OF THE UNIT	OBJECTIVE TYPE QUESTIONS	SHORT ANSWERTYPE QUESTIONS	TOTAL QUESTIONS
		1 MARK EACH	2 MARKS EACH	
1	Communication Skills-IV	1	1	2
2	Self-Management Skills – IV	2	1	3
3	Information and Communication Technology Skills – IV	1	1	2
4	Entrepreneurial Skills- IV	1	1	2
5	Green Skills-IV	1	1	2
TOTAL QUESTIONS		6	5	11
NO. OF QUESTIONS TO BE ANSWERED		Any 4	Any 3	07
TOTAL MARKS		1 x 4 = 4	2 x 3 = 6	10 MARKS

PART B - SUBJECT-SPECIFIC SKILLS (50 MARKS):

UNIT NO.	NAME OF THE UNIT	OBJECTIVE TYPE QUESTIONS	SHORT ANS. TYPE QUES-I	SHORT ANS. TYPE QUES-II	DESCRIP TIVE/ LONG ANS. TYPE QUESTIONS	TOTAL QUESTIONS
		1 MARKS EACH	2 MARKS EACH	3 MARKS EACH	4 MARKS EACH	
1	Library Management	7	1	1	2	11
2	Organization of Library Resources	5	1	1	1	8
3	Library & Information Services	8	2	0	1	11
4	Computer Application in Libraries	7	0	1	1	9
5	Communication Skills	5	1	0	0	6
TOTAL QUESTIONS		32	5	3	5	45
NO. OF QUESTIONS TO BE ANSWERED		26	Any 3	Any 2	Any 3	34
TOTAL MARKS		1 x 26 = 26	2 x 3 = 6	3 x 2 = 6	4 x 3 = 12	50 MARKS

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Sample Question Paper for Class XII (Session 2023-2024)

Max. Time: 3 Hours

Max. Marks: 60

General Instructions:

1. Please read the instructions carefully.
2. This Question Paper consists of **24 questions** in two sections – Section A & Section B.
3. Section A has Objective type questions, whereas Section B contains Subjective type questions.
4. **Out of the given (6 + 18 = 24) questions, a candidate has to answer (6 + 11 = 17) questions in the allotted (maximum) time of 3 hours.**
5. All questions of a particular section must be attempted in the correct order.

6. SECTION A - OBJECTIVE TYPE QUESTIONS (30 MARKS):

- i. This section has 06 questions.
- ii. There is no negative marking.
- iii. Do as per the instructions given.
- iv. Marks allotted are mentioned against each question/part.

7. SECTION B – SUBJECTIVE TYPE QUESTIONS (30 MARKS):

- i. This section contains 18 questions.
- ii. A candidate has to do 11 questions.
- iii. Do as per the instructions given.
- iv. Marks allotted are mentioned against each question/part.

SECTION A: OBJECTIVE TYPE QUESTIONS

Q. 1	Answer any 4 out of the given 6 questions on Employability Skills (1 x 4 = 4 marks)	
i.	Narcissistic personality disorder is characterized by which of the following condition(s): i. People have an inflated sense of their own importance. ii. A deep need for excessive attention. iii. Admiration and lack of empathy. iv. Introvert. (a) Only i (b) Both I and ii (c) i, ii and iii (d) i, ii,iii, iv	1
ii	Which of the following is not an example of a spreadsheet? a) Google Sheets b) Open office Impress (c) LibreOffice Calc (d) Microsoft Excel	1
iii.	“S” in acronym SMART in Goal setting stands for: (a) Strong (c) Specific (b) Segment (d) Special	1
iv.	Which entrepreneur, out of the following is essentially a manufacturer, who identifies the needs of customers and creates products or services to serve them? (a) Services entrepreneur (c) Agricultural entrepreneur (b) Industrial entrepreneur (d) Technical entrepreneur	1
v.	In a spreadsheet software, an arrangement of cells in a vertical manner is known as: (a) Worksheets (c) Rows (b) Workbooks (d) Columns	1
vi.	_____ is an economic process, where an idea is generated or an opportunity is created, refined, developed and implemented, while being exposed to uncertainty, to realize a profit by effective utilization of resources. (a) Entrepreneurs (c) Entrepreneurship (b) Entrepreneurship development (d) Cluster intervention	1
Q. 2	Answer any 5 out of the given 7 questions (1 x 5 = 5 marks)	
i.	What should be the purpose of library cataloging? a) Creating a pleasant reading environment b) Providing access to library resources c) Promoting library event and activities d) Preserving rare books	1
ii	Managing library circulation and collection is a term used as _____ a) ISBN b) ISA c) ILM d) STEM	1
iii	Check in and Check out of library materials comes under _____ a) Classification b) Cataloguing c) Circulation d) Preserving	1

iv	Defining criteria for selecting and acquiring library materials is a part of a) Setting goals for community outreach b) Outlining guidelines for staff training c) Establishing rules for library conduct and behavior d) Library collection development policy	1
v	What does ISBN stands for _____ a) International Standard Book Number b) Indian Standard Book Number c) International Standard Bibliographic Number d) Indian Standard Bibliographic Number	1
vi	What should be the standard size of an Accession Register is? a) 16" x 13" b) 15" x 14" c) 18" x 15" d) 13" x 12"	1
vii	What is the count of digits in International Standard Book Number? a) 12 b) 19 c) 11 d) 13	1
Q.3	Answer any 6 out of the given 7 questions (1 x 6 = 6 marks)	
i.	Which classification system is primarily used for arrangements of Academic and Research materials: a) DDC b) UDC c) LCC d) CC	1
ii.	Encoding bibliographic information in machine-readable form _____ formation commonly used.	1
iii.	The shelf list is mainly used for _____ a) Cataloging b) Circulation c) Stock Verification d) Book Selection	1
iv.	How many columns are there in accession register? a) 10 b) 12 c) 14 d) 16	1
v.	What all is included in Shelf Rectification? (ans in one sentence)	1
vi.	A main entry made for each book is divided into how many parts?	1
vii.	DDC stands for ____.	1
Q. 4	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	Law Library is an example of which kind of library _____? a) Academic Library b) School Library c) Public Library d) Special Library	1
ii.	OPAC stands for _____	1

iii.	What is the role of a reference desk in a library? a) To coordinate with community outreach b) To oversee the collection of library c) To manage circulation d) To provide assistance and guidance to library users	1
iv.	Reference and information services may be categorized as _____	1
v.	What comes under an important reference service? a) Issue of permits for library use b) Maintenance of clippings c) Holding activities d) Preparation of library publications	1
vi.	_____ is an extension of reference service.	1
Q.5	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	What does WWW stand for?	1
ii.	A _____ is a website that offers access to a broad range of information resources and services, such as online catalogues, e-journals, databases,	1
iii.	Library Automation Software developed by National informatics centre, Government of India.	1
iv.	Which is the Subject Gateway for Indian Electronic-Resources?	1
v.	CAS stands for _____	1
vi.	Name any website that exclusively provide reference information.	1
Q.6	Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)	
i.	The word Communication which means communication has been derived from which language?	1
ii.	Complete the communication model Source/ Communicator → Message → encoder/decoder → channel → encoder/decoder → Message → Audience/ Receiver	1
iii.	Name any one type of communication skills.	1
iv.	_____ is a process in which vocabulary (words) are used as mode of communication. It could vocal or written or both.	1
v.	The technology becomes _____ when communication takes place through mechanical, electronic or any other media. a) Easy b) Tough c) Long d) barrier	1
vi.	Name any one interpersonal communication skill.	1

SECTION B: SUBJECTIVE-TYPE QUESTIONS

Answer any 3 out of the given 5 questions on Employability Skills (2 x 3 = 6 marks) Answer each question in 20 – 30 words.

Q.7	Name any four parameters that describe an individual's personality.	2
Q.8	Write any four suggestions you gave to your friend to overcome a personality disorder.	2
Q.9	Write the steps to protect the spreadsheet.	2
Q.10	Write any four Qualities of a successful entrepreneur.	2
Q.11	Explain the different types of personal barriers to entrepreneurship.	2

Answer any 3 out of the given 5 questions in 20 – 30 words each (2 x 3 = 6 marks)

Q.12	Write any two features considered in the process of collection building of a library.	2
Q.13	Explain a planned acquisition system and its functions.	2
Q.14	Define Library Automation Software.	2
Q.15	Write a short note on E-Book Reader.	2
Q.16	List the four types of interpersonal communication skills.	2

Answer any 2 out of the given 3 questions in 30– 50 words each (3 x 2 = 6 marks)

Q.17	Discuss the selection criteria for documentary sources.	3
Q.18	Explain the steps in Library Classification.	3
Q.19	How does an LAS help in better planning and designing library services?	3

Answer any 3 out of the given 5 questions in 50– 80 words each (4 x 3 = 12 marks)

Q.20	Define the structure of MARC Record.	4
Q.21	Discuss four selection aids for selecting information materials for a Library.	4
Q.22	Differentiate between Ready Reference Services and Long-range Reference Services?	4
Q.23	Explain the services provided in the cloud computing?	4
Q.24	Why automation of a library is needed?	4