

Final-term Exam Fall 2021

Last Date of Assignment Submission: Friday, 17 December 2021

Date of Viva Exam: Saturday 18 & Sunday 19 December 2021

Mode of Viva Exam: Online or Over Telephone or RUD Campus

Dear Students,

You are advised to prepare *one assignment for each course* as per given topic listed below for **Final-term Exam Fall 2021** and submit them (mentioned ID, Name and Telephone as the Subject of Email) to the email of the concern course teachers by Friday, 17 December 2021.

The Viva Exam for Final-term Fall 2021 Semester will be held *Online or Over Telephone or RUD Campus* on Saturday 18 and Sunday 19 December 2021 from 10:00 am to 4:00 pm each day.

All students have to pay all dues to RUD accounts office personally or by Bkash before viva exam.

Thank you.

Dr. Md. Mostafizur Rahman

Professor and Head

Department of Library Management and Information Science

Cell: 01714-085060

Guidelines of Writing Assignment

Students are advised to follow the guidelines for writing the assignment as below.

1. Assignment Format:

- (a). Length of the assignment will be 2000 to 3000 words.
- (b). Must be in three part such as theoretical frame work, body of the text and conclusion along with cited reference (if applicable) at the end.
- (c). Font size will be 12 points and line's space 1.5. Times New Roman font will be preferred. Page margin will be 1 inch in all sides.

(d). Print on black and white background for softcopy (pdf format) and white offset paper size A4 for hardcopy.

2. Front Cover Page Format:

(a). Exam's Name, (b). Course Code & Course Title, (c). Assignment Topic, (d). Student's Name, (e). Student's ID No., (f). Semester's Name and Year, (g). Submission Date, (h). Mobile phone number, (i) Course Teacher's Name and Designation, (j). Department's Name, and (k). University's Name and Address.

List of Assignment Topics

24th, 25th and 26th batches Regular Students		
Course	Assignment Topic	Course Teacher
MSLMIS-504: Classification – Theory	Assignment Topic: (a) State the basic structure of Universal Decimal Classification scheme. Briefly discuss the common auxiliaries of UDC with examples. (b) UDC classification scheme is better than DDC for science and technology library? - Justify.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
MSLMIS-505: Classification - Practical	Assignment Topic: Answer all questions which have been given in the Page-4 below.	Dr. Md. Mostafizur Rahman Email to: mm.rahman@royal.edu.bd
MSLMIS-506: Documentation and Information Retrieval	Assignment Topic: (a). What is Online Information Retrieval System (OIRS)? Write the characteristics, merits and demerits of OIRS. (b). What do you mean by bibliography? Describe the preparation process of bibliography and problems of bibliographic control in Bangladesh.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
MSLMIS-604: Research Methodology	Assignment Topic: What do you mean by data? Discuss the various types of data collection methods in social sciences research.	Dr. Md. Mostafizur Rahman Email to: mm.rahman@royal.edu.bd
SELF STUDY		
MSLMIS-501: Information Resources Development	(a).What is censorship? Mention the types of censorship and the reasons for it. (b).Discuss the responsibilities and duties of librarian in censorship.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
MSLMIS-502: Cataloguing-Theory	(a).Define catalogue and cataloguing in your own words. Write the purposes and functions of catalogue. (b).Explain the good qualities of catalogue. State the weaknesses of dictionary and classified catalogue.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
24th, 25th and 26th batches PG Diploma in LIS Degree Holder Students		
Course	Assignment Topic	Course Teacher
MSLMIS-604: Research Methodology	Assignment Topic: What do you mean by data? Discuss the various types of data collection methods in social sciences research.	Dr. Md. Mostafizur Rahman Email to: mm.rahman@royal.edu.bd

MSLMIS- 607: Library Systems and Services - Academic Library	Assignment Topic: (a). Write the definition of library committee. Describe the different types of library committees and their functions and duties. (b). What is library budget? Mention the prerequisite of the preparation in different levels of library budget. (c). Elaborately explain the five laws of library science.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
MSLMIS-615: Advanced Cataloguing – Theory	(a) What do you mean by automated catalogue? Write the necessities of automated catalogue. Briefly discuss the basic components of automated library catalogue. (b) What is OPAC search? Elaborately discuss the history and development of MARC.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
MSLMIS-616: Advanced Cataloguing – Practical	Assignment Topic: Answer all questions which have been given in the Page- 5 below.	Dr. Md. Mostafizur Rahman Email to: mm.rahman@royal.edu.bd
23rd batch Research Group Students		
Course	Assignment Topic	Course Teacher
MSLMIS-602: Automation of Information Institutions	Assignment Topic: (a). What do you mean by online resources? Write the types of subscription models of online resources. (b). Describe about the online resources available in the libraries of Bangladesh.	Dr. Md. Mostafizur Rahman Email to: mm.rahman@royal.edu.bd
MSLMIS- 607: Library Systems and Services - Academic Library	Assignment Topic: (a). Write the definition of library committee. Describe the different types of library committees and their functions and duties. (b). What is library budget? Mention the prerequisite of the preparation in different levels of library budget. (c). Elaborately explain the five laws of library science.	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd
MSLMIS-600: Thesis/ Research	Thesis/Research Report has to be submitted by 29 December 2021. Viva Exam on 2 January 2022 from 10:00 am to 2:00pm	Dr. Md. Mostafizur Rahman Email to: mm.rahman@royal.edu.bd
Course	22nd batch Internship Group Students	
MSLMIS-620: Internship	Internship Report has to be submitted by 29 December 2021. Viva Exam on 2 January 2022 from 2:30 pm to 5:00pm	Afsana Jhumur Email to: afsana.jhumur@royal.edu.bd

FINAL-TERM EXAM FALL 2021
COURSE CODE: MSLMIS-505
COURSE TITLE: CLASSIFICATION - PRACTICAL

Full Marks: 40

- A. Describe the rules of number building of Table-3, Table-4, Table-5 and Table-6 of Dewey Decimal Classification Scheme. 10
- B. Build Classification Number According to DDC 23rd Edition. 15x2=30
1. *বিষের বাঁশি* (Bisher Banshi) by Kazi Nazrul Islam
 2. *হিমু* (Himu) by Humayun Ahmed
 3. The 20th Century's Bengali Fiction
 4. The 18th Century's Thai Essay
 5. Speeches of Indira Gandhi
 6. Criticism of Arabic literature
 7. Collections of English Literature
 8. Japanese Grammar
 9. *বাংলা একাডেমী বাংলা অভিধান* (Bangla Academy Bengali Dictionary)
 10. Oxford English Dictionary
 11. Bengali to Chinese Dictionary
 12. German to Urdu Dictionary
 13. African Cooking
 14. Folklore of Bengalis
 15. The Merchant of Venice by William Shakespeare

DDC Class Number

[African: -96, American Literature: 810, Arabic Literature: 892.7, Bengali Literature: 891.44,
Bengalis: -9144, Chinese Language: 495.1, English Literature: 820, German: 430,
Hindi Literature: 891.43, Japanese Language: 495.6,
Thai Literature: 495.919, Urdu Language: 491.439]

FINAL-TERM EXAM FALL 2021
COURSE CODE: MSLMIS-616
COURSE TITLE: ADVANCED CATALOGUING - PRACTICAL

Full Marks: 40

1. (a). What is subject headings? Write the types of sub-divisions of subject heading as per Sears List of Subject Headings. 1+5=6

(b). State the rules of catalogue entries of corporate authors, pseudonym and Serials according to AACR-2. 4

2. Develop main entry card with tracing and added entry catalogue of book according to AACR-2. (Answer Any Three)

(a). একটি বইয়ের আখ্যা - “বাংলা সাহিত্য সমগ্র”। সংকলকঃ অধ্যাপক মঞ্জুরুল ইসলাম চৌধুরী। বাংলা একাডেমী, ঢাকা থেকে ২০১৫ সালে প্রকাশিত। প্রাথমিক পৃষ্ঠা এগার, মূল বইয়ের পৃষ্ঠা ৬৭৮। চিত্র, টেবিল, গ্রাফ আছে। উচ্চতা ২৭ সেমি।
আইএসবিএন: ৯৭৮-৯৮৪-২২-৯৩৪৫-৯। 10

(b). A book titled **Population Census Report 2003**, prepared by *Bangladesh Bureau of Statistics, Statistical Division, Ministry of Planning, The Government of the Peoples’ Republic of Bangladesh*. It’s published by BBS from Dhaka in 2005. Have xxxv initial and 454 pages in the text. It has tables, charts and graphs. It also has index and height 27cm.
ISBN: 978-984-27-6020-1 10

(c). একটি বইয়ের আখ্যা - “সামসাদ বাংলা অভিধান”। ২৩ তম পরিমার্জিত সংস্করণ। সম্পাদনা করেছেন ড. অজয় দাশ গুপ্ত। বাংলা প্রকাশ, কলিকাতা থেকে ২০১৬ সালে প্রকাশিত। প্রাথমিক পৃষ্ঠা সংখ্যা পনের। মূল বইয়ের পৃষ্ঠা সংখ্যা ৭৬৬। চিত্র, টেবিল, গ্রাফ আছে। উচ্চতা ২৭ সেমি। আইএসবিএন: ৯৭৮-৯৮০-৩১-৯৩০০-৩। 10

(d). A serial’s titled “**Bangladesh Journal of Library and Information Science**”, Volume 3, Issue No. 1, July – September, 2021. Frequency is Quarterly. This journal is published by University of Dhaka in 2021. Has xvi initial and 130 pages in the text. Figures, Tables, Maps and Graphs. Height: 26 cm. Price Tk.550.00 only. ISSN: 2070-1158. 10

(e). বইটির নাম “বাইবেল”। বাংলায় অনুবাদ করেছেন ড. রবি রোজারিও। দীপন প্রকাশনী, ঢাকা থেকে ২০১২ সালে প্রকাশিত। প্রাথমিক পৃষ্ঠা সংখ্যা নয়। মূল বইয়ের পৃষ্ঠা সংখ্যা ৩৭১। চিত্র, ছবি আছে। উচ্চতা ২৬ সেমি। আইএসবিএন: ৯৭৮-৯৮৪-১৭-১৮৭২-৮। 10

[SAMPLE COVER PAGE]

Final-Term Exam Fall 2021

Course Code:

Course Title:

Assignment Topic:

Student's Name:

Student's ID No.:

Semester's Name and Year: Fall 2021 Semester

Submission Date:

Mobile Phone:

Course Teacher's Name and Designation:

Department of Library Management and Information Science

Royal University of Dhaka

Banani, Dhaka-1213.