CBSE | DEPARTMENT OF SKILL EDUCATION

Library and Information Science (SUBJECT CODE -836)
Blueprint for Sample Question Paper for Class XII (Session 2024-2025)

Max. Time: 3 Hours   **Max. Marks: 60**

PART A - EMPLOYABILITY SKILLS (10 MARKS):

UNIT NO.	NAME OF THE UNIT	OBJECTIVE TYPE QUESTIONS	SHORT ANSWER TYPE 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	DESCRIPTIVE/ 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

1

CBSE | DEPARTMENT OF SKILL EDUCATION

Library and Information Science (SUBJECT CODE -836)
Sample Question Paper for Class XII (Session 2024-2025)

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.	The following sentence is of which type of sentence. Reading mythology will make you more aware. (a) Interrogative (b) Exclamatory (c) Declarative (d) Imperative	**1**
ii	_____is a cluster of thoughts, feelings and behaviours that make a person unique and different from others. (a) Personality (b) Consciousness (c) Self-awareness (d) Neuroticism	**1**
iii.	Which of the following is not a factor of the 'Five Factor Model'? (a) Consciousness (b) Openness (c) Self-awareness (d) Extraversion	**1**
iv.	What is the shortcut key to bold the text in a spreadsheet? (a) Ctrl+b (b) Ctrl+i (c) Ctrl+l (d) Ctrl+u	**1**
v.	The ability to make profitable and quick decisions is called_____. (a) Decisiveness (b) Organizational Skills (c) Interpersonal Skills (d) Perseverance	**1**
vi.	CNG stands for_____. (a)Consumer Natual Gas (b)Compressed Natural Gas (C) Compressed National Gas (d) Central National Goal	**1**
Q. 2	Answer any 5 out of the given 7 questions (1 x 5 = 5 marks)	
i.	Collection Development come into existence in _____. (a) 1970s (b) 1980s (c) 1990s (d) 1930s	**1**
ii	Which one of the following is not a kind of microform material? (a) Microfiches (b) Microopaque (c) slides (d) Magnetic tapes	**1**
iii	policy is a guidebook to a library for acquiring information sources. (a) Acquisition (b) writing off (c) weeding out (d) Technical processing	**1**
iv	Books are arranged on the shelf according to their____. (a) Accession Number (b) Call Number (c) Book Number (d) Collection Number	**1**

v	_____ is a process for determining the Job requirement. (a) Job Description (b) Job Evaluation (c) Job Analysis (d) job specification	1
vi	The Semi-Professional Assitant designation falls under the category of ____ library. (a) Academic (b) Public (c) National (d) Special	1
vii	The expenditure classifications based on the services rendered or materials acquired by the libraries are the budgetary expenditure classification by ____. (a) Character (b) Object (c) Development (d) Technical Process	1
Q.3	**Answer any 6 out of the given 7 questions (1 x 6 = 6 marks)**	
i.	_____ is a process of grouping. (a) Acquisition (b) Classification (c) Cataloguing (d) Technical Processing	1
ii.	In fundamental categories, PMEST, E stands for_____ . (a) Environment (b) Energy (c) Education (d) Evaluation	1
iii.	The connecting symbol used for Matter facet is _____. (a) Comma (,) (b) Semi-colon (;) (c) Colon(:) (d) Dot (.)	1
iv.	List of subject heading for small libraries (Sears List of Subject Heading) was first published in _____. (a) 1920 (b) 1921 (c) 1922 (d) 1923	1
v.	The Name of the personal Author will enter into the field tag _____. (a) 0XX (b) 1XX (c) 2XX (d) 3XX	1
vi.	The concept of Reference services was formulated in ____. (a) 1875 (b) 1876 (c) 1877 (d) 1878	1
vii.	The Cocept of Selective Dissemination of Information (SDI) was given by____. (a) Hans Peter Luhn (b) Dr. S.R Rangnathan (c) C A Cutter (d) Melvil Dewey	1
Q. 4	**Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)**	
i.	CAS stands for ____. (a) Current Awareness Services (b) Content Awareness Services (c) Current Assured Services (d) Content Assured Services	1

ii.	he statement "Reference services are the establishing of contact between reader and book by personal services" is given by _____. (a) Dr. S.R Ranganathan (b) H P Luhn (c) C A Cutter (d) Melvil Dewey	1
iii.	____ Library Services mean library services provided using the internet as a medium and library website as a gateway with the help of an integrated library management system. (a) Traditional (b) Web-based (c) Responsive (d) Active	1
iv.	MEDLARS bibliographic database was created in _____. (a) 1960 (b) 1961 (C) 1962 (d) 1963	1
v.	OPAC stands for _____. (a) Online Public Access Catalogue (b) Offline Public Access Catalogue (c) Online Public Account Catalogue (d) Offline Public Account Catalogue	1
vi	Topic or subject-oriented online forums, where messages are communicated through e-mail, known as _____. (a) Listserves (b) Bulletin Board (c) Webcasting (d) Subject Gateways	1
Q.5	**Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)**	
i.	Linux is a/an _____ software. (a) Operating system (b) Utility software (c) Application Software (d) Library Software	1
ii.	A programme which controls the overall internal operations of a computer system is called_____. (a) Application Software (b) Operating system (c) Utility Software (d) Library Software	1
iii.	Koha, Library Automation Software is a _____. (a) Proprietory software (b) Open Sources software (c) Freeware Software (d) Commercial Software	1
iv.	E- granthalaya software is developed by_____. (a) National Informatics Center (b) INFLIBNET (c) DRDO (d) M/O Culture	1
v.	The Koha software was first released in _____. (a) 2000 (b) 2001 (c) 2002 (d) 2003	1
vi.	Koha uses ____ RDBMS software. (a) Oracle (b) MYSQL (c) Postgre SQL (d) MS Access	1

Q.6	**Answer any 5 out of the given 6 questions (1 x 5 = 5 marks)**	
i.	Z39.50 is a/an_____. (a) Application software (b) International standard protocol (c) Operating System (d) Hyper Text Transfer Protocol	1
ii.	The word Communication is derived from the Latin word___. (a) Communication (b) Community (c) Communis (d) Communicate	1
iii.	In the communication process, one who communicates is known as ____. (a) Source (b) Receiver (c) Message (d) Channel	1
iv.	A process in which signs, symbols, gestures, etc., are used as the communication mode is called ___. (a) Vocal Comunication (b) Non-Vocal Comunication (c) Verbal Comunication (d) Non- Verbal Comunication	1
v.	Which one of the following is not an element of the communication model? (a) Source (b) Receiver (c) Message (d) Internet	1
vi.	Fill in the blanks: Sources/Communicator → Message → Encoder/decoder→ channel →_____→ Message → Audience /Receiver	1

SECTION B: SUBJECTIVE-TYPE QUESTIONS

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

Q.7	What are the four stages of active listening?	2
Q.8	Differentiate between Intrinsic Motivation and Extrinsic Motivation?	2
Q.9	Write four advantages of presentation software.	2
Q.10	What are the points on which we develop our organizational skills?	2
Q.11	Enlist the four ways to reduce the amount of waste produced in manufacturing plants and factories.	2

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

Q.12	Write four functions of the Acquisition system.	2
Q.13	In Colon Classification Literature Class has Levels of Personality facet. What P_1, P_2, P_3 & P_4 represents?	2

Q.14	Differentiate between Responsive services and Anticipatory Services?	2
Q.15	Define Subject Gateway. Give two examples.	2
Q.16	Differentiate between Non-Vocal Communication and Vocal Communication.	2

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

Q.17	Discuss three different kinds of binding.	3
Q.18	Identify the different fundamental categories from the following sentences: Feeding of cattle in India in 1995?	3
Q.19	Write three features of Facebook.	3

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

Q.20	Differentiate between Job Analysis and Job Evaluation?	4
Q.21	Write eight different functions of the Periodical Section.	4
Q.22	Explain the different steps Dr S R Ranganathan prescribed in classifying the documents.	4
Q.23	What is Current Awareness Services (CAS)? Discuss the two different categories of CAS.	4
Q.24	Discuss the software required for installing and running koha library Management Software.	4