

NATIONAL UNIVERSITY OF LESOTHO
BACHELOR OF LIBRARY AND INFORMATION STUDIES (BLIS)
LIS 1305: FUNDAMENTALS OF INFORMATION
RESOURCE DESCRIPTION

JUNE 2023

MARKS: 100

3 HOURS

INSTRUCTIONS:

- Each question carries **25** marks.
 - Answer any **FOUR** questions.
 - A copy of AACR2 will be provided
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QUESTION 1

- a) Describe descriptive cataloguing. (5)
- b) Explain any three different types of library catalogues. (10)
- c) What information is included in a bibliographic record? (10)
- [25]**

QUESTION 2

- a) Give two points, explain the meaning of square brackets mean in a bibliographic record. (4)
- b) Describe parts of AACR2. (15)
- c) From AACR2 mention the rule:
- i) in which information on bibliographic record is found. (2)
 - ii) if the chief source is lacking, data can be taken from any source. (2)
 - iii) enter a work by one or more persons under the principal author or the author named first. Make added entries for other names. (2)

[25]

QUESTION 3

- a) List the procedures for copy cataloging in an automated library. (4)
- b) Define the concept of cataloguing in publication (CIP). (2)
- c) Mention any two advantages and disadvantages of CIP. (4)
- d) Discuss any five issues and trends in cataloguing on the African continent.

(15)

[25]

QUESTION 4

- a) Define classification. (5)
- b) The Dewey Decimal Classification (DDC) 23rd edition consists of 4 volumes, name and explain those volumes. (10)
- c) What are the ten (10) main classes of Dewey Decimal Classification Scheme? (10)

[25]

QUESTION 5

- a) Identify any four steps in the classification process? (8)
- b) Discuss the following concepts:
 - i) Subject analysis (3)
 - ii) Notation (3)
 - iii) Class number (4)
 - iv) Call number (4)
 - v) Book number (3)

[25]