



MACHAKOS UNIVERSITY COLLEGE

(A Constituent College of Kenyatta University)

University Examinations for 2013/2014

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

DEPARTMENT OF SOCIAL SCIENCES

Examination for Diploma in Information Studies –Year 2

CLASSIFICATION

Date: 23/7/2014

Time: 8:30 AM

INSTRUCTIONS:

Answer all the questions

1. (i) Outline 5 uses of a notation. (5 marks)
(ii) List 5 qualities of a good notation (5 marks)
2. (i) What is a special classification scheme? (2 marks)
(ii) Outline 5 uses of special classification scheme. (5 marks)
(iii) Briefly discuss the 3 types of special classification schemes. (9 marks)
(iv) Give 2 examples of special classification schemes. (2 marks)
3. Define bibliographies and explain the various methods than can be used to classify them while giving the advantages and disadvantages of each method. (12 marks)
4. (i) Differentiate between broken order and parallel order of arrangement for library stock on the shelves. (4 marks)
(ii) In what instances is a librarian supposed to use the parallel order of arrangement of library stock? Explain each instance. (6 marks)
5. List and explain the qualities of a good classification scheme. (20 marks)