

Directorate of Distance Education  
Swami Vivekanand Subharti University  
I Year

# **BACHELOR OF LIBRARY**

**(B.lib)**

**B.lib/ASSIGN/ II/SEM/C-2021**

**Assignments**

**(For December Calendar Batch-2021)**

**B.lib-1, B.lib-2, B.lib-3,**



**DIRECTORATE OF DISTANCE EDUCATION  
SWAMI VIVEKANAND SUBHARTI UNIVERSITY**

Subhartipuram, NH-58, Delhi-Haridwar-Meerut

By-Pass Road, Meerut– 250 005

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**Detail of Program**

<b>Course Code</b>	<b>Name of Subject</b>	<b>Page No.</b>
BLIB-1	Knowledge Organization: Cataloguing (Theory)	3
BLIB-2	Basics of Information and Communication Technology (Theory)	4
BLIB-3	Generic Elective (GE): English Communication	5

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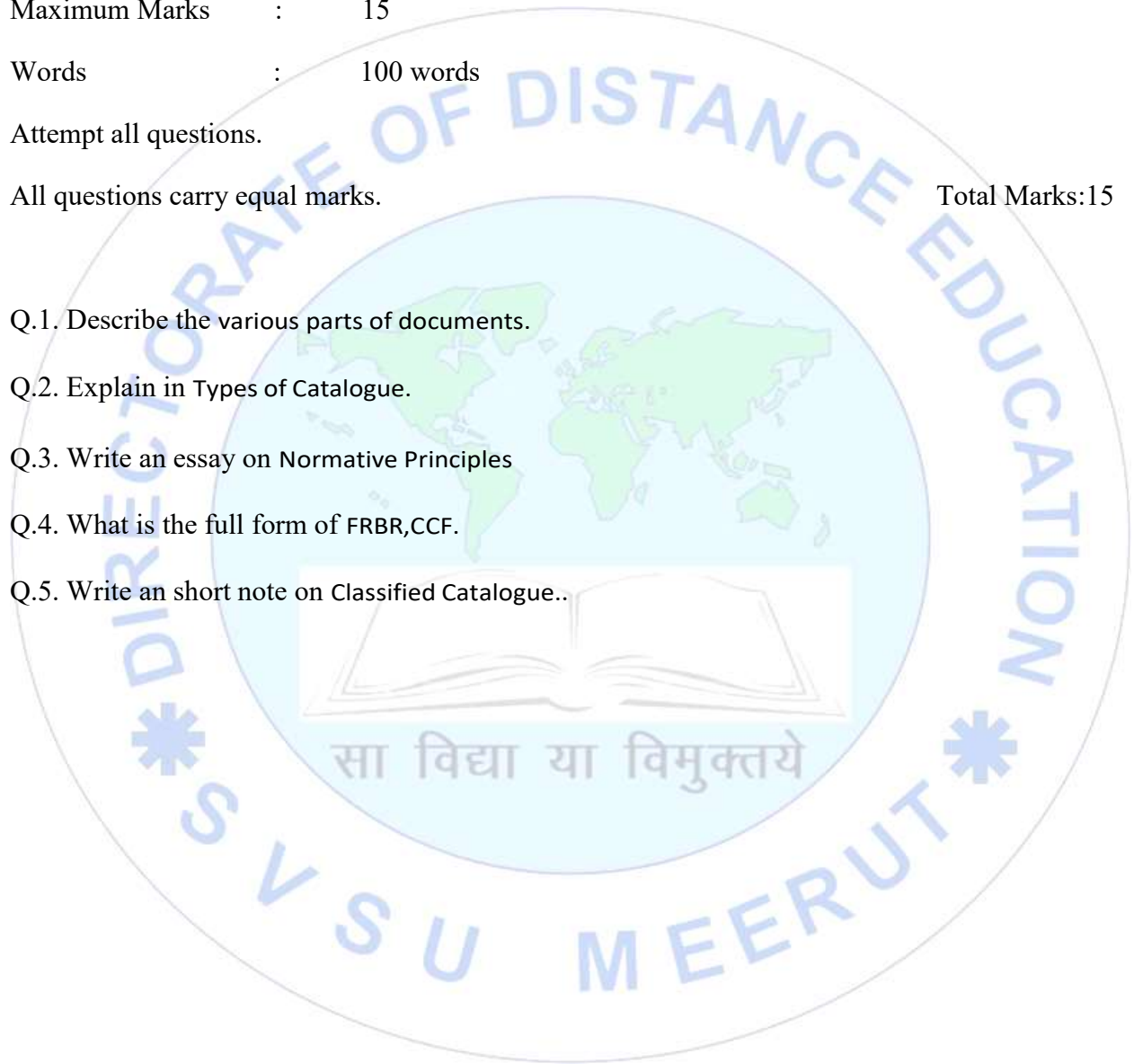
Course Code : B.Lib-1  
Course Title : Knowledge Organization: Cataloguing (Theory)  
Assignment No. : B.Lib-1/ C-2021  
Maximum Marks : 15  
Words : 100 words

Attempt all questions.

All questions carry equal marks.

Total Marks:15

- Q.1. Describe the various parts of documents.  
Q.2. Explain in Types of Catalogue.  
Q.3. Write an essay on Normative Principles  
Q.4. What is the full form of FRBR,CCF.  
Q.5. Write an short note on Classified Catalogue..



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Course Code : B.Lib-2  
Course Title : Basics of Information and Communication Technology (Theory)  
Assignment No. : B.Lib-2/ C-2021  
Maximum Marks : 15  
Words : 100 words

Attempt all questions.

All questions carry equal marks.

Total Marks:15

Q.1. Discuss the Arithmetic and Logic Unit.

Q.2. Define the Operating Systems.

Q.3. What is ISDN,PSDN.

Q.4. Write an short note on Computer Networks.

Q.5. Describe Internet Protocols and Standards.



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Course Code : B.Lib-3  
Course Title : English Communication  
Assignment No. : B.Lib-3/ C-2021  
Maximum Marks : 15  
Words : 100 words

Attempt all questions.

All questions carry equal marks.

Total Marks:15

Q.1 Write short note on Body Language.

Q.2 What is Personal grooming?

Q.3 Write an short note on Telephone etiquettes

Q.4 Define the Intellectual grooming

Q.5 Write an short note on Group Discussion