



**THE UNIVERSITY OF THE WEST INDIES**

Semester I  Semester II  Supplemental/Summer School

**Examinations of December  /April/May  /July  2012**

Originating Campus: Cave Hill  Mona  St. Augustine

Mode: On Campus  By Distance

Course Code and Title: **LIBS6301 - BIBLIOGRAPHY AND REFERENCE METHODS & MATERIALS**

Date: **Monday, December 10, 2012**

Time: **2:00 – 5:00 p.m.**

Duration: **3 Hours**

Paper No:

Materials required:

Answer booklet: Normal  Special  Not required

Calculator: Programmable  Non Programmable   
(where applicable)

Multiple Choice answer sheets: numerical  alphabetical  1-20  1-100

Auxiliary/Other material(s) – Please specify:

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**Candidates are permitted to bring the following items to their desks:**

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**Instructions to Candidates: This paper has 2 pages & 6 questions.**

Candidates are reminded that the examiners shall take into account the proper use of the English Language in determining the mark for each response.

**ANSWER THREE (3) QUESTIONS. EACH QUESTION CARRIES EQUAL MARKS.**

The University of the West Indies

Course Code

20...../...../.....

DO NOT WRITE OR TYPE ON THE BACK OF THIS SHEET: USE ONE SIDE ONLY

INSTRUCTIONS: Each page must be signed by the First and Second Examiners, and where applicable the University and External Examiners. Completed forms should be handed to the Senior/Assistant Registrar (Examinations). Where applicable, the EXTERNAL EXAMINER is required to sign the question paper and return it with comments, if any, (on a separate sheet), to the Senior/Assistant Registrar (Examinations).

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First Examiner

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University Examiner (where applicable)

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Second Examiner

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External Examiner (where applicable)

Date: 20...../...../.....

Date: 20...../...../.....

1. Regarding any **ONE (1)** type of bibliographic control tool, outline its role in information retrieval. How has technology improved the value of this tool for users searching for information?
2. Explain the importance of a reference collection policy. Comment on **FOUR (4)** areas usually addressed by such a policy.
3. Explain the **FOUR (4)** major goals of standardization. Show how bibliographic standards in the area of cataloguing have helped to achieve these goals.
4. What are the major types of non-verbal communication barriers that librarians need to be cognizant of in reference negotiation and give **TWO (2)** examples of each type. Comment on non-verbal techniques that can be used to enhance this interaction.
5. Select **ONE (1)** type of printed reference source, except encyclopedias, and comment on its importance to the reference collection. Illustrate your answer with an example. Explain **TWO (2)** criteria that you would use to select an example of this source for the reference collection?
6. What are some of the approaches used for managing digital reference services? Discuss the pros and cons of these approaches.

**END OF PAPER**

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<p>.....          First Examiner</p> <p>.....          Second Examiner</p> <p>Date: 20...../...../.....</p>	<p>.....          University Examiner (where applicable)</p> <p>.....          External Examiner (where applicable)</p> <p>Date: 20...../...../.....</p>
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