



**NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**FACULTY OF COMMUNICATION AND INFORMATION SCIENCE**  
**DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE**  
**MASTER OF SCIENCE DEGREE IN LIBRARY AND INFORMATION SCIENCE**  
**ADVANCED RECORDS MANAGEMENT**  
**ILI 5109**

**Supplementary Examination Paper**

**January 2016**

This examination paper consists of 2 pages

**Time Allowed: 3 hours**

**Total Marks: 100**

**Examiner's Name: Mr S. Chabikwa**

**INSTRUCTIONS**

1. Answer any four (4) questions.
2. Give equal time to all questions you choose.
3. Each question carries 25 marks.
4. Importance is attached to clear presentation of ideas, good expression and legibility of handwriting.

**MARK ALLOCATION**

<b>QUESTION</b>	<b>MARKS</b>
1.	25
2.	25
3.	25
4.	25
5.	25
6.	25



1. Examine the relevance and applicability of the ISO 15489 standard for information and records management for record keeping in Zimbabwe. [25 marks]
2. Critically discuss the notion of Yusof and Chell (2005) who posit that the records life cycle is an inadequate concept for the management of records. [25 marks]
3. Given the proliferation of electronic records in both private and public organisations, critically determine the extent to which electronic records can be admissible as evidence in a court of law in Zimbabwe. [25 marks]
4. Critically assess the challenges and benefits of managing financial records for accountability and transparency in public accounting systems. [25 marks]
5. Evaluate the impact made by electronic records in appraisal strategies for archival institutions in the United States and Canada; and suggest a relevant appraisal approach which can suit the National Archives of Zimbabwe. [25 marks]
6. Examine the importance of project management processes for the successful design and implementation of both paper-based and electronic record keeping systems. [25 marks]