

**NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**FACULTY OF COMMUNICATION AND INFORMATION SCIENCE**  
**DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE**  
**POSTGRADUATE DIPLOMA IN LIBRARY**  
**AND INFORMATION SCIENCE**

**PART I FIRST SEMESTER NOVEMBER 2012 EXAMINATIONS**

**PDL 5303: ORGANISATION OF KNOWLEDGE**

**TIME: 3 HOURS**

**Instructions to candidates**

1. Answer any four (4) questions.
  2. Each question carries 25 marks.
  3. Importance is attached to accuracy, clarity of expression and legibility of handwriting.
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1. Justify the context in which the organisation of knowledge facilitates retrieval of information in a library or an information centre. [25 marks]
2. Explain how the Anglo American Cataloguing Rules (2<sup>nd</sup> ed) are used to provide a full description of an item in a library collection. [25 marks]
3. "Without notation, a classification scheme cannot be put into operation at all." Discuss. [25 marks]
4. Analyse the various notes in the Dewey Decimal Classification Scheme, justifying their importance in allocating appropriate class notation to library materials. [25 marks]
5. Library catalogues are multiple-access files that offer many ways to retrieve a particular record. Discuss. [25 marks]
6. Justify the advantages of automating the Technical Services Department of a library. [25 marks]

***END OF PAPER***