

NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

FACULTY OF COMMUNICATION AND INFORMATION SCIENCE

BACHELOR OF SCIENCE HONOURS DEGREE IN RECORDS AND ARCHIVES MANAGEMENT

PART I SUPPLEMENTARY EXAMINATIONS 2014

IRA 1202 ACCESS AND REFERENCE SERVICES

TIME: 3 HOURS

INSTRUCTIONS TO CANDIDATES

1. ANSWER ANY **FOUR** QUESTIONS FROM THE FOLLOWING.
2. EACH QUESTION CARRIES A TOTAL OF **25 MARKS**.

1. Explain any five (5) types of intellectual access provided by professional archivists to assist in reference services. [25 marks]
2. Using an example of an archival repository of your choice, justify the key elements of an access policy. [25 marks]
3. Analyse how the Internet has changed any five (5) aspects of the reference process. [25 marks]
4. Consider any five (5) ethical issues relating to provision of access to archives with special reference to security and questions of privacy. [25 marks]
5. With reference to a specific national archival institution, explain the qualities that should be inherent in a prospective reference archivist. [25 marks]
6. Justify the rationale of archival access and reference services in archival management. [25 marks]

END OF PAPER