

# NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

FACULTY OF COMMUNICATION AND INFORMATION SCIENCE

BACHELOR OF SCIENCE HONOURS DEGREE IN RECORDS AND ARCHIVES MANAGEMENT

PART IV SECOND SEMESTER SUPPLEMENTARY EXAMINATIONS 2014

IRA 4207 REPROGRAPHICS

TIME: 3 HOURS

## INSTRUCTIONS TO CANDIDATES

1. QUESTION **ONE** IS COMPULSORY.
  2. ANSWER ANY **THREE** QUESTIONS FROM SECTION B.
  3. EACH QUESTION CARRIES **25 MARKS**
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## SECTION A

1. Explain any five major advantages of microfilming as a reprographic tool over ordinary photography. [25 marks]

## SECTION B

2. Recommend the instances when digital reproduction should be considered in an archival institution. [25 marks]
3. Analyse the statement that: the nature of the archival material to be reproduced places certain constraints on the choice of equipment to be used. [25 marks]
4. Discuss any five factors necessitating conservation assessment to be conducted before developing a reprographic programme. [25 marks]
5. Explain the main issues to be considered when using photocopying as a method of reprography. [25 marks]
6. Distinguish between a master and an intermediate master and correlate these terms with the concept of generations of images as used in photo-reproduction. [25 marks]

END OF PAPER