

# National Testing Agency

<b>Question Paper Name :</b>	Organising and Managing Information 29th August 2021 Shift 1
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## Organising and Managing Information

<b>Group Number :</b>	1
<b>Group Id :</b>	603489274
<b>Group Maximum Duration :</b>	0
<b>Group Minimum Duration :</b>	120
<b>Show Attended Group? :</b>	No
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<b>Break time :</b>	0
<b>Group Marks :</b>	100
<b>Is this Group for Examiner? :</b>	No

## Organising and Managing Information-1

<b>Section Id :</b>	603489404
<b>Section Number :</b>	1
<b>Section type :</b>	Online
<b>Mandatory or Optional :</b>	Mandatory

<b>Number of Questions :</b>	50
<b>Number of Questions to be attempted :</b>	50
<b>Section Marks :</b>	100
<b>Enable Mark as Answered Mark for Review and Clear Response :</b>	Yes
<b>Sub-Section Number :</b>	1
<b>Sub-Section Id :</b>	603489733
<b>Question Shuffling Allowed :</b>	Yes

**Question Number : 1 Question Id : 60348919268 Question Type : MCQ Option Shuffling : No Is Question Mandatory : No Correct Marks : 2 Wrong Marks : 0**

Which of the following is not an example of a hierarchical relationship?

1. Genus- Species
2. Whole- Part
3. Instance
4. Genus- Part

**Options :**

- 60348972385. 1
- 60348972386. 2
- 60348972387. 3
- 60348972388. 4

**Question Number : 2 Question Id : 60348919269 Question Type : MCQ Option Shuffling : No Is Question Mandatory : No Correct Marks : 2 Wrong Marks : 0**

\_\_\_\_\_refers to using a limited set of terms to index and search for documents.

1. Term control
2. Vocabulary control
3. Glossary control
4. Terminology control

**Options :**

60348972389. 1

60348972390. 2

60348972391. 3

60348972392. 4

**Question Number : 3 Question Id : 60348919270 Question Type : MCQ Option Shuffling : No Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Cranfield Test was done to test the efficiency of \_\_\_\_\_ -

1. ISAR System
2. Classification Scheme
3. Cataloguing Code
4. Metadata System

**Options :**

60348972393. 1

60348972394. 2

60348972395. 3

60348972396. 4

**Question Number : 4 Question Id : 60348919271 Question Type : MCQ Option Shuffling : No Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

POPSI was developed by\_\_\_\_\_

1. S R Ranganathan
2. Ganesh Bhattacharria
3. V Venkatappaiaha
4. M P Satija

**Options :**

60348972397. 1

60348972398. 2

60348972399. 3

60348972400. 4

**Question Number : 5 Question Id : 60348919272 Question Type : MCQ Option Shuffling : No Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which one of the following is not an example of Keyword Indexing?

1. KWIC
2. KWOC
3. KIWC
4. WADEX

**Options :**

60348972401. 1

60348972402. 2

60348972403. 3

60348972404. 4

**Question Number : 6 Question Id : 60348919273 Question Type : MCQ Option Shuffling : No Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

At least one similarity between a group of entities in a class is called a \_\_\_\_\_

1. Major
2. Role
3. Feature
4. Characteristic

**Options :**

60348972405. 1

60348972406. 2

60348972407. 3

60348972408. 4

**Question Number : 7 Question Id : 60348919274 Question Type : MCQ Option Shuffling : No Is**

**Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

PRECIS is an example of a/an \_\_\_\_\_

1. Cataloguing Standard
2. Indexing System
3. Clasification Language
4. List of Subject Headings

**Options :**

60348972409. 1

60348972410. 2

60348972411. 3

60348972412. 4

**Question Number : 8 Question Id : 60348919275 Question Type : MCQ Option Shuffling : No Is**

**Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Find the odd one out

1. Dublin Core
2. MODS
3. CDWA
4. AACR

**Options :**

60348972413. 1

60348972414. 2

60348972415. 3

60348972416. 4

**Question Number : 9 Question Id : 60348919276 Question Type : MCQ Option Shuffling : No Is**

**Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Directory in a MARC record serves as a road map of \_\_\_\_\_ area

1. Data contents
2. Bibliographic
3. Subject
4. Language

**Options :**

60348972417. 1

60348972418. 2

60348972419. 3

60348972420. 4

**Question Number : 10 Question Id : 60348919277 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Library classification has three functions. Which of the following is not one of these?

1. Educational
2. Cognitive
3. Information Retrieval
4. Shelf Arrangement

**Options :**

60348972421. 1

60348972422. 2

60348972423. 3

60348972424. 4

**Question Number : 11 Question Id : 60348919278 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Uniterm System of Indexing was developed by \_\_\_

1. S R Ranganathan
2. Mortimer Taube
3. Jack Mills
4. Jean Aitchinson

**Options :**

60348972425. 1

60348972426. 2

60348972427. 3

60348972428. 4

**Question Number : 12 Question Id : 60348919279 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Mark the odd one out:

1. Rigidly Faceted Classification
2. Almost Faceted Classification
3. Freely Faceted System
4. Partially Faceted Classification

**Options :**

60348972429. 1

60348972430. 2

60348972431. 3

60348972432. 4

**Question Number : 13 Question Id : 60348919280 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

A/an ----- system of classification fails to classify coextensively new discovered subjects.

1. Enumerative
2. Analytico Synthetic Classification
3. Freely Faceted Classification
4. Rigidly Faceted

**Options :**

60348972433. 1

60348972434. 2

60348972435. 3

60348972436. 4

**Question Number : 14 Question Id : 60348919281 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Personality,\_\_\_\_\_, Energy, Space and Time are the five fundamental categories given by Ranganthan.

1. Action
2. Area
3. Attitude
4. Matter

**Options :**

60348972437. 1

60348972438. 2

60348972439. 3

60348972440. 4

**Question Number : 15 Question Id : 60348919282 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**



Mark the incorrect statement:

1. No classification can comprehensively represent all subjects dealt in books
2. Colon Classification is a popular scheme of classification today
3. DDC is one of the most popular schemes of classification
4. UDC is more useful for research libraries

**Options :**

60348972441. 1

60348972442. 2

60348972443. 3

60348972444. 4

**Question Number : 16 Question Id : 60348919283 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

A person who classifies documents is called a \_\_\_\_\_

1. Classificationist
2. Classifier
3. Documentalist
4. Classification Librarian

**Options :**

60348972445. 1

60348972446. 2

60348972447. 3

60348972448. 4

**Question Number : 17 Question Id : 60348919284 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Grouping and \_\_\_\_\_ result into classification

1. Dividing
2. Selecting
3. Ranking
4. Choosing

**Options :**

60348972449. 1

60348972450. 2

60348972451. 3

60348972452. 4

**Question Number : 18 Question Id : 60348919285 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not true of classification?

1. It helps browsing in shelves
2. It brings related books together
3. It brings all books by an author at one place
4. It helps to replace books in their position after return

**Options :**

60348972453. 1

60348972454. 2

60348972455. 3

60348972456. 4

**Question Number : 19 Question Id : 60348919286 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Canon of Exhaustiveness states that \_\_\_\_\_.

1. An array should be all exclusive of its eligible members
2. An array should exclude all its members
3. A chain should be all exclusive of its eligible members
4. A chain should exclude all its members

**Options :**

60348972457. 1

60348972458. 2

60348972459. 3

60348972460. 4

**Question Number : 20 Question Id : 60348919287 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

The three Planes of Work given by Ranganathan are \_\_\_\_\_

1. Idea, Verbal and Notational
2. Ideal, Real and Natural
3. Reading, Writing and Understanding
4. Theoretical, Practical and Professional

**Options :**

60348972461. 1

60348972462. 2

60348972463. 3

60348972464. 4

**Question Number : 21 Question Id : 60348919288 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

CRG stands for \_\_\_\_\_

1. Classification Research Group
2. Cataloguing Research Group
3. Classification Regional Group
4. Cataloguing Regional Group

**Options :**

60348972465. 1

60348972466. 2

60348972467. 3

60348972468. 4

**Question Number : 22 Question Id : 60348919289 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Enumerative systems of classification are also called \_\_\_\_\_

1. Mark and Park Systems
2. Charge and Recharge Systems
3. Plan and Use Systems
4. Fast and Best Systems

**Options :**

60348972469. 1

60348972470. 2

60348972471. 3

60348972472. 4

**Question Number : 23 Question Id : 60348919290 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

\_\_\_\_\_ help to bring hospitality in the notation of a classification scheme.

1. Devices
2. Canons
3. Postulates
4. Mnemonics

**Options :**

60348972473. 1

60348972474. 2

60348972475. 3

60348972476. 4

**Question Number : 24 Question Id : 60348919291 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not a feature of Library of Congress Classification?

1. Its numbers appear on MARC records
2. Its numbers provide depth of details
3. Its popular in US academic and research libraries
4. It is published in one volume

**Options :**

60348972477. 1

60348972478. 2

60348972479. 3

60348972480. 4

**Question Number : 25 Question Id : 60348919292 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

International Standard Bibliographic Description (ISBD) was given by:

1. ISO
2. FID
3. IFLA
4. ALA

**Options :**

60348972481. 1

60348972482. 2

60348972483. 3

60348972484. 4

**Question Number : 26 Question Id : 60348919293 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Find the odd one out:

1. Cataloguing
2. Classification
3. Division
4. Grouping

**Options :**

60348972485. 1

60348972486. 2

60348972487. 3

60348972488. 4

**Question Number : 27 Question Id : 60348919294 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

\_\_\_\_\_ has contributed in designing depth schedules in specialised areas of knowledge.

1. DRTC
2. NASA
3. NAAC
4. UGC

**Options :**

60348972489. 1

60348972490. 2

60348972491. 3

60348972492. 4

**Question Number : 28 Question Id : 60348919295 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not a problem associated with cataloguing Non Book Material compared to conventional documents?

1. Cataloguing information may be difficult to obtain from the documents
2. Information collected from one source may be different than that from other source
3. It may be difficult to take decisions regarding choice of access points/ determining the headings
4. No cataloguing rules exist for their cataloguing

**Options :**

60348972493. 1

60348972494. 2

60348972495. 3

60348972496. 4

**Question Number : 29 Question Id : 60348919296 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Canon of Decreasing Extension and Canon of Modulation are Canons for\_\_\_\_\_.

1. Arrays
2. Chain of Classes
3. Terminology
4. Notation

**Options :**

60348972497. 1

60348972498. 2

60348972499. 3

60348972500. 4

**Question Number : 30 Question Id : 60348919297 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not a Canon of Characteristics?

1. Canon of Differentiation
2. Canon of Similarity
3. Canon of Ascertainability
4. Canon of Permanence

**Options :**

60348972501. 1

60348972502. 2

60348972503. 3

60348972504. 4

**Question Number : 31 Question Id : 60348919298 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**



Content designator in a MARC record helps to \_\_\_\_\_ the data for a variety of functions.

1. Translate
2. Write
3. Manipulate
4. Read

**Options :**

60348972505. 1

60348972506. 2

60348972507. 3

60348972508. 4

**Question Number : 32 Question Id : 60348919299 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Library classification is applied \_\_\_\_\_ classification.

1. Book
2. Knowledge
3. Subject
4. Work

**Options :**

60348972509. 1

60348972510. 2

60348972511. 3

60348972512. 4

**Question Number : 33 Question Id : 60348919300 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Special classification is designed for classifying \_\_\_\_\_.

1. Whole knowledge
2. Specialised area of knowledge
3. Macro literature
4. Books on all subjects

**Options :**

60348972513. 1

60348972514. 2

60348972515. 3

60348972516. 4

**Question Number : 34 Question Id : 60348919301 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

ISBD prescribes\_\_\_\_\_ areas of bibliographic description in a record.

1. 6
2. 8
3. 7
4. 10

**Options :**

60348972517. 1

60348972518. 2

60348972519. 3

60348972520. 4

**Question Number : 35 Question Id : 60348919302 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following schemes was designed to create a universal bibliography?

1. DDC
2. CC
3. BC
4. UDC

**Options :**

60348972521. 1

60348972522. 2

60348972523. 3

60348972524. 4

**Question Number : 36 Question Id : 60348919303 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

RDA stands for\_\_\_\_\_.

1. Resource Description and Access
2. Regional Description of Areas
3. Reference Description and Acquisition
4. Resource Description and Acquisition

**Options :**

60348972525. 1

60348972526. 2

60348972527. 3

60348972528. 4

**Question Number : 37 Question Id : 60348919304 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not a type of metadata?

1. Administrative Metadata
2. Technical Metadata
3. Preservation Metadata
4. Continuous Metadata

**Options :**

60348972529. 1

60348972530. 2

60348972531. 3

60348972532. 4

**Question Number : 38 Question Id : 60348919305 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

MARC has five different formats to handle five types of data, these are bibliographic, holdings, authority, classification and \_\_\_\_\_ information.

1. Cataloguing
2. Library
3. Community
4. Market

**Options :**

60348972533. 1

60348972534. 2

60348972535. 3

60348972536. 4

**Question Number : 39 Question Id : 60348919306 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not a result of Library Classification?

1. Books by the same author placed nearby
2. Browsing of books by subject
3. Save the time of user
4. Books on related subjects shelved nearby

**Options :**

60348972537. 1

60348972538. 2

60348972539. 3

60348972540. 4

**Question Number : 40 Question Id : 60348919307 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Classified catalogue code was designed by?

1. M P Satija
2. S. R. Ranganathan
3. Mortimer Taube
4. V Venkatappaiaha

**Options :**

60348972541. 1

60348972542. 2

60348972543. 3

60348972544. 4

**Question Number : 41 Question Id : 60348919308 Question Type : MCQ Option Shuffling : No**

**Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following does not represent a type of edition of classification schemes?

1. Full edition
2. Medium edition
3. Half edition
4. Abridged edition

**Options :**

60348972545. 1

60348972546. 2

60348972547. 3

60348972548. 4

**Question Number : 42 Question Id : 60348919309 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Electronic version of which scheme of classification is not available?

1. DDC
2. CC
3. LCC
4. BSO

**Options :**

60348972549. 1

60348972550. 2

60348972551. 3

60348972552. 4

**Question Number : 43 Question Id : 60348919310 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Which of the following is not an example of an indexing language?

1. Thesaurus
2. List of Subject Headings
3. Search Language
4. Thesaurofacet

**Options :**

60348972553. 1

60348972554. 2

60348972555. 3

60348972556. 4

**Question Number : 44 Question Id : 60348919311 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

A subject should be denoted by one and only one Class Number is advocated by the Canon of\_\_\_\_\_.

1. Uniqueness
2. Homonym
3. Subject
4. Synonym

**Options :**

60348972557. 1

60348972558. 2

60348972559. 3

60348972560. 4

**Question Number : 45 Question Id : 60348919312 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

In addition to subject, library classification takes care of other aspects. Which of the following is not included in it?

1. Form
2. Language
3. Viewpoint
4. Publisher

**Options :**

60348972561. 1

60348972562. 2

60348972563. 3

60348972564. 4

**Question Number : 46 Question Id : 60348919313 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

Space and \_\_\_\_\_ facets are termed as common facets applicable to all classes of subjects

1. Matter
2. Energy
3. Time
4. Personality

**Options :**

60348972565. 1

60348972566. 2

60348972567. 3

60348972568. 4

**Question Number : 47 Question Id : 60348919314 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**



DDC and UDC are moving towards getting more\_\_\_\_\_with revision.

1. Enumerative
2. Descriptive
3. General
4. Faceted

**Options :**

60348972569. 1

60348972570. 2

60348972571. 3

60348972572. 4

**Question Number : 48 Question Id : 60348919315 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

The order of facets in the Class " Literature" according to the Canon of Relevant Succession is:

1. Author- Work- Language- Form
2. Language- Form- Author - Work
3. Form- Work- Language - Author
4. Work- Author- Form- Language

**Options :**

60348972573. 1

60348972574. 2

60348972575. 3

60348972576. 4

**Question Number : 49 Question Id : 60348919316 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

In US MARC, leader is fixed in length having \_\_\_\_\_ characters.

1. 4
2. 16
3. 24
4. 32

**Options :**

60348972577. 1

60348972578. 2

60348972579. 3

60348972580. 4

**Question Number : 50 Question Id : 60348919317 Question Type : MCQ Option Shuffling : No  
Is Question Mandatory : No**

**Correct Marks : 2 Wrong Marks : 0**

The Tag \_\_\_\_\_ denotes publication, distribution area in a MARC record.

1. 245
2. 100
3. 250
4. 260

**Options :**

60348972581. 1

60348972582. 2

60348972583. 3

60348972584. 4