



# **GRETSA UNIVERSITY - THIKA**

## **UNIVERSITY EXAMINATIONS JANUARY - APRIL 2021 SEMESTER**

### **CERTIFICATE IN INFORMATION SCIENCE**

**COURSE CODE: CIIS 009**

**COURSE TITLE: INFORMATION PRESERVATION PRACTICES**

**DATE:**

**TIME:**

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#### **INSTRUCTIONS TO CANDIDATES**

1. SECTION A IS **COMPULSORY**.
2. SECTION B: ANSWER ANY OTHER **THREE** QUESTIONS.
3. **DO NOT** WRITE ANYTHING ON THIS QUESTION PAPER AS IT WILL BE AN EXAM IRREGULARITY.
4. ALL ROUGH WORK SHOULD BE AT THE BACK OF YOUR ANSWER BOOKLET AND CROSSED OUT.

**CAUTION:** *All exam rooms are under CCTV surveillance during the examination period.*

## **SECTION A: COMPULSORY**

### **Question One**

- a) Information preservation is a practice that is meant to prolong the lifespan of information resources. Discuss **five** challenges that information professionals experience in the course of preserving and conserving information materials **[10 marks]**
- b) Discuss **five** housekeeping practices that are meant to promote collection care and maintenance **[10 marks]**
- c) Describe any **five** external agents of information deterioration **[10 marks]**
- d) Discuss **five** techniques of caring and handling paper based collection **[10 marks]**

## **SECTION B: ANSWER ANY THREE QUESTIONS**

### **Question Two**

- a) Discuss **six** advantages of reformatting collection in relation to information preservation **[12 marks]**
- b) What are the challenges associated with digital preservation, conservation and restoration. **[8 marks]**
- c)

### **Question three**

- a) List **five** techniques that can be used to mitigate water disaster in library **[5 marks]**
- b) Photographic materials lie in between paper and microfilms collection. Unique handling is therefore necessary for this kind of collection. As a librarian in charge of non-print collection, describe how you can help in preserving photographic media **[15 marks]**

### **Question Four**

- a) One of the main objectives why libraries preserve information is to preserve cultural heritage. Discuss **five** challenges faced by librarians in the process of achieving this objective **[10 marks]**
- b) Information preservation practices can work best when guided by a good policy. Discuss **five** roles of preservation policy in a library **[10 marks]**

**Question five**

- a) Proper shelving is a preservation technique. Discuss **five** ways of proper shelving **[10 marks]**
- b) Discuss **five** natural disasters that can destroy library collection **[10 marks]**