



# MERU UNIVERSITY OF SCIENCE AND TECHNOLOGY

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## University Examinations 2023/2024

FIRST YEAR SECOND SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR  
OF INFORMATION SCIENCE

### CIS 3150: INTRODUCTION TO ORGANIZATION OF KNOWLEDGE

DATE: APRIL 2024

TIME: 2 HOURS

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INSTRUCTIONS: Answer *Question one* and any other *two*

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#### QUESTION ONE (30 MARKS)

- a) Highlight the activities involved in the organization of knowledge. **(7 Marks)**
- b) Explain the relationship between data, information and knowledge. **(6 Marks)**
- c) Describe the two main kinds of cataloguing in organization of knowledge. **(6 Marks)**
- d) Outline the general features of library classification schemes. **(6 Marks)**
- e) Using examples discuss the main principles of managing archival institutions. **(5 Marks)**

#### QUESTION TWO (20MARKS)

- a) Explain **Five** tasks that should be accomplished by good cataloguing in organization of information. **(10 Marks)**
- b) Describe the criteria used for successful classification schemes. **(10 Marks)**

#### QUESTION THREE (20MARKS)

- a) Using examples explain the main formats of physical catalogues applied in information management. **(10 Marks)**
- b) Discuss the advantages of Library of Congress Classification scheme in academic libraries. **(10 Marks)**

**QUESTION FOUR (20 MARKS)**

- a) Highlight the main classes of Dewey Decimal Classification scheme (DDC). **(10 Marks)**
- b) Discuss the main principles underlying the construction of Universal decimal classification (UDC). **(10 Marks)**

**QUESTION FIVE (20 MARKS)**

- a) Describe the main functions of a catalogue in management of knowledge. **(10 Marks)**
- b) Discuss the main differences between LCC, DDC and UDC classification schemes. **(10 Marks)**