

76



UNIVERSITY OF GHANA
(All rights reserved)

B.A. SECOND SEMESTER EXAMINATION: 2017/2018

DEPARTMENT OF INFORMATION STUDIES (MAIN & CITY CAMPUSES)

INFS326: COLLECTION DEVELOPMENT (3 Credits)

INSTRUCTIONS:

ANSWER ANY THREE (3) QUESTIONS.

TIME ALLOWED: *TWO AND HALF (2½) HOURS*

1. *a.* Discuss any **three (3)** challenges associated with donations and exchanges as methods of acquisition.
b. What are the steps that a library can take to ensure that donated materials become useful to the library.
2. The process of deciding which materials to include in a library's collection can sometimes be a daunting task. However, the difficulty associated with this decision process can be eased with the use of certain tools. Discuss any **six (6)** of these tools and the specific ways they aid in this process.
3. Expatriate on any **five (5)** methods that can be employed by an information centre to obtain materials that are identified as appropriate for its users, and state the potential problem(s) associated with each method.
4. Explain any **four (4)** functions of a Collection Development Policy (CDP) that justifies the view that a CDP serves as a blueprint for building and maintaining a library's collection; and discuss any **two (2)** challenges associated with CDPs.
5. Discuss the role of a publisher in the book trade and describe any **five (5)** of the problems of publishing in Ghana; include ways by which these problems may be solved.

