



**CITY CAMPUS, OFF ALARA STREET, YABA, LAGOS, NIGERIA.**

**TITLE OF EXAMINATION:** B.Sc Examination

**FACULTY:** Arts, Management and Social Sciences

**DEPARTMENT:** General Studies

**SEMESTER:** Second

**SESSION:** 2018/2019

**CREDIT UNIT:** 2

**COURSE TITLE:** Use of Library, Study Skills and ICT II

**COURSE CODE:** GST 122

**TIME:** 2 Hours

**INSTRUCTION:** Attempt Any Three Questions from Part A and All Questions in Part B

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**PART A: THEORY**

- 1a. What is a Database Management System? (2 Mks)
  - b. List three (3) benefits of Library Automation. (6 Mks)
  - c. List five (5) databases used in the Library. (10 Mks)
  - d. What is Library Automation? (2 Mks)
  
- 2a. Write brief notes on the following: (9 Mks)
  - i. Copyright Infringement.
  - ii. Footnotes and End Notes.
  - iii. Plagiarism.
- b. List five styles of referencing. (5 Mks)
- c. Use an APA Style of referencing to cite a book with one author. (6 Mks)
  
- 3a. What are application packages? Give examples and state the advantages and disadvantages. (8 Mks)
- b. Explain the three classes of Software Suites. (12 Mks)
  
- 4a. Give a brief description of:
  - i. Word processor.
  - ii. Electronic spreadsheet.
  - iii. Database Management System.
  - iv. Presentation Apps.
  - v. Graphics Apps. (15 Mks)
- b. Explain the Software selection guidelines. (5 Mks)

## PART B: MULTIPLE CHOICE

1. The Physical condition of the books should be properly maintained. This is known as \_\_\_\_  
a. Collation      b. Conservation      c. Shelf-arrangement      d. Organization.
2. What is the meaning of E-Documents?  
a. All documents that are printed      b. Audio-visual tools      c. Document that exists in an electronic form such as CD-ROMs, online materials, etc.      d. Card Catalogue.
3. 'World Book and Copyright Day' is celebrated on \_\_\_\_\_  
a. 22<sup>nd</sup> August      b. 23<sup>rd</sup> April      c. 23<sup>rd</sup> March      d. 20<sup>th</sup> March.
4. \_\_\_\_\_ is a scholarly crime which is concerned with using information sources of other researchers without permission and with the intention of passing the results off as original work.  
a. Plagiarism      b. Research      c. Cybercrime      d. Corruption
5. The systematic arrangement of library collections on the shelves is called \_\_\_\_  
a. Circulating      b. Classification      c. Guiding      d. Weeding
6. How many digits do we have in the ISSN?  
a. 10 digits      b. 8 digits      c. 13 digits      d. 15 digits.
7. \_\_\_\_\_ is a book that contains the words of a language, which are arranged alphabetically with their various meanings, tenses and pronunciations.  
a. Handbook      b. Directory      c. Dictionary      d. Journal
8. What is the suitable reference source to know about the information of a particular place.  
a. Directory      b. Gazetteer      c. Encyclopaedia      d. Year book.
9. \_\_\_\_\_ refers to the legal right of the owner of an intellectual property.  
a. Project Topic      b. Reference      c. Copyright      d. Abstract
10. \_\_\_\_\_ and \_\_\_\_\_ in research writing is a means to acknowledge the authority quoted by the researcher.  
a. Citation, Referencing      b. Analysis, Implementation      c. Plagiarism, Freebooting  
d. Dissertation, Thesis