

THE OPEN UNIVERSITY OF SRI LANKA  
 INFORMATION STUDIES UNIT  
 FACULTY OF HUMANITIES AND SOCIAL SCIENCES  
 BA (HONS) IN LIBRARY AND INFORMATION STUDIES  
 FINAL EXAMINATION – 2024/2025  
 LEVEL 6 (SEMESTER II)  
 HSU6301 - DOCUMENTATION THEORY AND PRACTICE



**DURATION: THREE (03) HOURS ONLY**

**Date: 08.03.2025**

**Time: – 9.30a.m.- 12.30p.m.**

**Instructions**

**Answer only five (05) questions**

**All questions carry equal marks**

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|---|--|----------|
| 1 | (i) What is a “document” according to documentation theory?<br>Briefly describe with examples.   | 05 marks |
|   | (ii) How would Ranganathan, define “documentation”? Describe   | 05 marks |
|   | (iii) The practice of bibliographic control evolved into<br>documentation in the late 19th century. Briefly explain how<br>social and technological advancements contributed to this<br>development.   | 10 marks |
| 2 | “Universally availability of publications is the highest level of<br>bibliographic control”. What strategies help to achieve this? Explain<br>your answer limiting to five key strategies.             | 20 marks |
| 3 | (i) List four tasks a librarian performs in active documentation.  | 08 marks |
|   | (ii) Choose any two (02) tasks that you listed above and explain in<br>detail with examples.   | 12marks  |
| 4 | "If a librarian cannot maintain the quality of active documentation,<br>providing efficient passive documentation becomes difficult."<br>Discuss this statement using Loosjes' Model of Documentation. | 20 marks |
| 5 | Information searching and retrieval (ISR) is challenging in the modern<br>information environment.   |          |
|   | (i) What is information searching? Define  | 04 marks |
|   | (ii) What is information retrieval? Discuss  | 04 marks |
|   | (iii) What challenges do users face in ISR? Explain  | 06 marks |
|   | (iv) What skills are needed for effective ISR? Explain   | 06 marks |

- 6 With the advent of technology and new trends in the information landscape, practices in documentation work and services have changed significantly.
- Write a brief account of the modern trends and key shifts in cataloguing and current awareness services. 20 marks
- 7 Information seeking (IS) models help us to understand user behavior during the searching process
- (i) What is an information-seeking model? Explain 04 marks
  - (ii) List the steps in Kuhlthau's Information-Seeking Model. 06 marks
  - (iii) What are the other IS models you know. Give two examples 02 marks
  - (iv) Information-seeking models help enhance passive Documentation services. List three ways. 08 marks
- 8 Answer the question based on the scenario given below.
- Scenario:
- Dr. Marambe , a senior researcher in agricultural sciences, frequently visits the library to gather literature for his research on organic farming. He frequently seeks direct assistance from library staff. He rarely uses the ICT facilities. Recognizing this, Ms. Kamani the librarian, decides to implement passive documentation strategies to support Dr. Marambe and other researchers with similar needs.
- How can Ms. Kamani get involved in passive documentation? Align your answer with the three ways a librarian can engage in passive documentation with suitable examples related to the scenario. 20 marks
9. Write short notes on any 04 of the following topics
- (i) Paul Otlet and his contribution to documentation science
  - (ii) Modern user behaviour in passive documentation
  - (iii) The Role and functions of a national documentation center
  - (iv) The role of WHO as a International documentation center
  - (v) Evolution of information retrieval tools
  - (vi) Information literacy skills of student 20 marks