



TECHNICAL UNIVERSITY OF MOMBASA

SCHOOL OF HUMANITIES AND SOCIAL SCIENCES

SOCIAL SCIENCES

UNIVERSITY EXAMINATION FOR:

DIPLOMA IN ARCHIVES AND RECORDS MANAGEMENT

BAR 2207: MANAGEMENT OF MUSEUM AND ARCHIVAL RECORDS

SERIES: 2016

TIME: 2 HOURS

DATE: 29 Dec 2016

Instructions to Candidates

You should have the following for this examination

-Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions. Attempt question ONE (Compulsory) and any other TWO questions.

Do not write on the question paper.

Question ONE

a) Define the following terms and phrases (10 marks)

- i. Museum
- ii. Catalogue
- iii. Oral records
- iv. Curator
- v. Accessioning

b) List five (5) Sites & Monuments maintained by National Museums of Kenya (5 Marks)

c) List five (5) Regional Museums managed by National Museums of Kenya (5 Marks)

d) List five (5) examples of endangered animals in Kenya (5 Marks)

e) List five (5) examples of endangered birds in Kenya (5 Marks)

Question TWO

- a) State the main functions of the National Museums of Kenya (10 Marks)
- b) Explain the main features of the collection management policy (10 Marks)

Question THREE:

- a) Outline the main features of an object accession register (10 Marks)
- b) Explain the main features of Museum catalogue (10 Marks)

Question FOUR

- a) Describe different types of museums in Britain (10 Marks)
- b) Outline the three characteristics of an accession register (10 Marks)

Question FIVE

Explain how to reduce risks to museum objects during handling (20 Marks)