



**TECHNICAL UNIVERSITY OF MOMBASA**  

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**SCHOOL OF HUMANITIES AND SOCIAL SCIENCES**  
**SOCIAL SCIENCES**  
**UNIVERSITY EXAMINATION FOR:**  
**BIS Y2S2**  
**BACHELOR OF INFORMATION SCIENCE**  
**HIS 4209: BASIC CATALOGUING**  
**END OF SEMESTER EXAMINATION**  
**SERIES: JUL 2025**  
**TIME: 2HOURS**  
**DATE: Jul 2025**

**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.**

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**Question ONE**

- (a) Explain the objectives of a library catalogue as expressed by Charles Ammi Cutter. (6 marks)
- (b) Describe the following forms of catalogue. (6 marks)
- (i) Printed or Register or Book form
  - (ii) Card catalogue
  - (iii) Sheaf catalogue
- (c) Outline the 8 areas of description as given in the International Standards Bibliographic Description (ISBD). (4 marks)
- (d) Explain **four** functions of the International Standards Bibliographic Description (ISBD). (8 marks)
- (e) Highlight the features of the following practices of cataloguing: (6 marks)
- (i) Cooperative cataloguing
  - (ii) Centralized cataloguing

**Question TWO**

Clearly explain the structure of Anglo-American Cataloguing Rules 2<sup>nd</sup> Edition (AACR2) (20 marks)

**Question THREE**

Explain the steps you would follow when performing subject cataloguing. (20 marks)

**Question FOUR**

- (a) Explain the objectives of descriptive cataloguing and how cataloguers achieve those objectives. (10 marks)
- (b) Explain the ways in which subject analysis may be expressed. (10 marks)

**Question FIVE**

- (a) Describe the main features of an alphabetical catalogue. (10 marks)
- (b) Discuss the merits and limitations of a dictionary catalogue. (10 marks)