



TECHNICAL UNIVERSITY OF MOMBASA

School of Humanities and Social Sciences

Social Sciences

UNIVERSITY EXAMINATION FOR:

BACHELOR OF INFORMATION SCIENCE

**HIS 4310: PRESERVATION AND CONSERVATION OF INFORMATION AND
ARCHIVAL MATERIALS**

SERIES: APRIL 2025

TIME: 2 HOURS

DATE: APRIL 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

Question One

- (a) Describe the value of archival materials (10 Marks)
- (b) Discuss the advantages and disadvantages of photocopying (10 marks)
- (c) Describe FIVE best practices in digital preservation carried out by many archival institutions (10 Marks):

Question Two

- (a) Explain how to identify library/archival collection that requires preservation. (10

marks)

- (b) Explain five principles for document repair (10 Marks)

Question Three

- (a) Discuss the advantages and disadvantages of digitization (10 marks)
- (b) Discuss FIVE emerging strategies in digital preservation (10 Marks)

Question Four

- (a) Highlight TEN principles for proper management and preservation of electronic records (10 Marks)
- (b) Describe these Two techniques used to maintain the readability and accessibility of electronic records: (10 Marks)

- i. Emulation
- ii. Migration.

Question Five

- (a) Highlight the steps involved in the digital curation lifecycle (10 marks)
- (b) Highlight TEN factors to consider in assessing preventive measures against disasters (10 Marks)