**ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD**

 **(Department Library & Information Sciences)**

**WARNING**

1. **PLAGIARISM OR HIRING OF GHOST WRITER(S) FOR SOLVING THE ASSIGNMENT(S) WILL DEBAR THE STUDENT FROM AWARD OF DEGREE/CERTIFICATE, IF FOUND AT ANY STAGE.**
2. **SUBMITTING ASSIGNMENTS BORROWED OR STOLEN FROM OTHER(S) AS ONE’S OWN WILL BE PENALIZED AS DEFINED IN “AIOU PLAGIARISM POLICY”.**

**Course: Collection Development and Management 9206**

**Level: BS-LIS Semester: Spring, 2025**

## **Please read the following instructions for writing your assignments. (AD, BS, B. Ed, MA/MSc, MEd) (ODL Mode).**

1. All questions are compulsory and carry equal marks but within a question the marks are distributed according to its requirements.

2. Read the question carefully and then answer it according to the requirements of the questions.

3. Avoid irrelevant discussion/information and reproducing from books, study guide or allied material.

4. Handwritten scanned assignments are not acceptable.

5. Upload your typed (in Word or PDF format) assignments on or before the due date.

6. Your own analysis and synthesis will be appreciated.

7. Late assignments can’t be uploaded at LMS.

8. The students who attempt their assignments in Urdu/Arabic may upload a scanned copy of their handwritten assignments (in PDF format) on University LMS. The size of the file should not exceed 5MB.

**Note 1:** Use your own words while working on your assignment. In case of quoting any fact or statement from any source, always remember to provide full reference of the source according to “APA” style manual 7th edition.

**Note 2:** Students at this level are expected to use multiple sources in solving this assignment. All questions carry equal marks.

**Total Marks: 100 Pass Marks: 50**

##### ASSIGNMENT NO. 1

**(Units: 1-5**

Q1. Define collection development. What are the key obstacles in collection development and management in the Pakistani special libraries? (20)

Q2. Define and explain collection development policy. What are the key challenges to developing collection development policy in university libraries? Discuss with examples. (20)

Q3. Discuss the hierarchy of responsibilities of a big Pakistani public library staff in collection development and organization (20)

Q4. Define planning. Is planning important to maintain library collection? Also, discuss the importance of a library budget for collection development and management in a university library. (20)

Q5. Write notes on the following: (20)

1. Criteria for selection of online databases in a university library
2. Challenges to develop a digital library
3. Challenges to subscribe serials in special libraries
4. Issues in weeding library material.

**Total Marks: 100 Pass Marks: 50**

**ASSIGNMENT NO. 2**

**(Units: 6-9)**

Q1. Define marketing. Explain 4Ps in marketing. What library products and services can be marketed in Pakistan? (20)

Q2. Define and explain digital resources. What skills are needed to manage digital resources? Explain with examples. (20)

Q3. E-book collection acquisition and management is a difficult job for Pakistani university librarians. Discuss challenges and their solutions to develop e-book collections in the libraries. (20)

Q4. Define and explain collection evaluation and assessment in libraries. What methods are used for collection evaluation in university libraries? What are the key challenges of collection evaluation? (20)

Q5. Write notes on the following: (20)

1. Barriers to cooperative collection development
2. Challenges to digital material preservation in a university library
3. Potential benefits of e-resources
4. Functions of collection analysis