

**POST GRADUATE DIPLOMA IN
BOOK PUBLISHING**

Term-End Examination

00881 December, 2018

**MBP-003 : PRODUCTION AND EMERGING
TECHNOLOGIES**

Time : 3 hours

Maximum Marks : 100

*Note : Attempt any **five** questions. All questions carry equal marks. Answer each question in 300 – 350 words, unless otherwise instructed.*

1. "Production is basically a process of turning a manuscript into a finished book". In the light of this statement discuss the role of the production department in a publishing house. 20
2. Describe the essential aspects which a designer has to take into account while designing a book. 20
3. Write briefly about different parts of a book. 20
4. What is Desktop Publishing ? How does it work ? 20
5. Define the term Composing and discuss the various methods of composing a book. 20

6. What are the raw materials used for making paper? 20
7. Mention briefly the various kinds of binding with special reference to hardcover binding. 20
8. Describe briefly the process of offset printing. How is it different from letterpress printing? 20
9. Calculation of paper quantity is an important production function. What inputs are required to calculate the quantity of paper required for a given book? 20
10. Write notes on the following in about 150 words each : $2 \times 10 = 20$
- (i) Paper Sizes
 - (ii) Word Processing Programs
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