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POST GRADUATE DIPLOMA IN ADULT  
EDUCATION (PGDAE)  
MASTER OF ARTS IN ADULT EDUCATION  
(MAAE)

Term-End Examination

June, 2013

MAE-003 : KNOWLEDGE MANAGEMENT,  
INFORMATION DISSEMINATION  
AND NETWORKING IN ADULT EDUCATION

Time : 3 hours

Maximum Weightage : 70%

Note : (i) All the **four** questions are **compulsory**.

(ii) All the questions carry **equal** weightage.

1. Answer the following question in about **600** words.  
Describe how a knowledge base can be created  
at an adult education centre.

OR

Describe step by step the process of searching  
information.

2. Answer the following question in about  
**600** words.

Explain the concept of 'circulation' in the context  
of a library. Describe the activities involved in  
circulation.

OR

Depict the Indian scenario of library and  
information networks.

3. Answer *any four* of the following questions in about **150** words each.

- (a) What is software documentation ? Explain.
- (b) Describe all the columns of an accession register.
- (c) Highlight the benefits of networking as identified by Krolak.
- (d) Discuss the characteristics of various categories of lenders.
- (e) Describe the factors that contribute to job satisfaction.
- (f) Write down the procedures for floor management and the upkeep of a library.

4. Answer the following question in about **600** words.

Discuss the kinds, variables and functions of organisational structure. Give your suggestions for improving the existing organisational structure of adult education in India.

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