**ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD**
(Department of Library and 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:** Public Records Rare Material and their Conservation-II (5652)  
**Semester:** Autumn, 2012  
**Total Marks:** 100  
**Level:** MLIS  
**Pass Marks:** 40

**ASSIGNMENT NO. 1**  
(Units 10-14)

**Note:** All questions carry equal marks.

**Q.1** Give requirement analysis for automating archival repositories.

**Q.2** Write an article on the current scenario of National Archives of Pakistan by personal visit to NAP and browsing of their web site.

**Q.3** Discuss in detail about the National Archives of India.

**Q.4** Write notes on the following:

- Archival legislation
- Archival Public Service

**Q.5** Describe in detail the regional branches of ICA and explain its membership categories.
ASSIGNMENT NO. 2  
(Units 15-18)  

Total Marks: 100  
Pass Marks: 40

Note: All questions carry equal marks.

Q.1 Write a comprehensive note on India Office Library and Records London.

Q.2 Write notes on the following:
   i. UN Records
   ii. Private collection in National Archives of Pakistan
   iii. Private collection in Baluchistan

Q.3 How the record of archival collection could be maintained in electronic form? Describe in detail.

Q.4 Write notes on the following:
   i. Weeding process of Archival material
   ii. Fumigation

Q.5 What are the storage hazards of archival material and what are the methods for their conservation?