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**GARISSA UNIVERSITY**

**UNIVERSITY EXAMINATION 2020/2021 ACADEMIC YEAR ONE**

**SECOND SEMESTER EXAMINATION**

**SCHOOL OF PURE AND APPLIED SCIENCES**

**FOR THE DEGREE OF BACHELOR OF INFORMATION SCIENCE**

**COURSE CODE: INS 125**

**COURSE TITLE: PRESERVATION OF INFORMATION MATERIALS I**

**EXAMINATION DURATION: 2 HOURS**

**DATE: 19/08/2021 TIME: 3.00-5.00 PM**

**INSTRUCTION TO CANDIDATES**

* **The examination has FIVE (5) questions**
* **Question ONE (1) is COMPULSORY**
* **Choose any other TWO (2) questions from the remaining FOUR (4) questions**
* **Use sketch diagrams to illustrate your answer whenever necessary**
* **Do not carry mobile phones or any other written materials in examination room**
* **Do not write on this paper**

**This paper consists of TWO (2) printed pages *please turn over***

**QUESTION ONE (COMPULSORY)**

a) Define the following terms as used in the discipline of information sciences

1. Conservation (2Marks)
2. Preservation (2Marks)
3. Restoration (2Marks)

b) Highlight the nine elements of preservation of materials (9Marks)

c) Explain any five reasons for conservation of information materials (15Marks)

**QUESTION TWO**

Discuss the early forms of information materials (20Marks)

**QUESTION THREE**

1. Discuss the biological agents of detereoriation of information materials (10 Marks)
2. Explain and five preventive measures again chemical agents of deterioration of information materials (10Marks)

**QUESTION FOUR**

Explain the characteristics of machine-made paper that make it appropriate for creating parmanent records (20Marks)

**QUESTION FIVE**

1. Explain the primary and secondary ingredients of ink (10Marks)
2. Ink is a necessary devil in preservation and conservation of information materials discuss(10Marks)