



**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034**

**M.A. DEGREE EXAMINATION – HISTORY**

**FOURTH SEMESTER – APRIL 2014**

**HT 4817/4812 - ARCHIVAL MANAGEMENT**

Date : 27/03/2014  
Time : 01:00-04:00

Dept. No.

Max. : 100 Marks

**PART-A**

Answer any four of the following in 100 words each (4x5=20)

1. Tamilnadu State Achieves
2. Business Archives
3. Importance of Government Order's
4. Vacuum Fumigation
5. Functional Filing System
6. Micro Fiche Magnetic Tape

**PART-B**

Answer any two of the following in 200 words each (2x10=20)

7. State the importance of Archives
8. Write a short note on the Thymol Fumigation
9. List out the difference between Archives and Library
10. Briefly explain the process of Index Making

**PART-C**

Answer any three of the following in 1200 words each (3x20=60)

11. Discuss the evolution of the Archival System in the World.
12. Critically analyze the Record Management System in the National Archives of India.
13. Examine the various types of preservation followed in the Tamilnadu Archives.
14. Narrate the uses of Reprography System in the Archives.
15. Enumerate the important Historical Sources preserved in the Tamilnadu Archives.

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