

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

**M.A. DEGREE EXAMINATION – APPLIED HISTORY**

**FOURTH SEMESTER – APRIL 2010**

**HT 4812 - ARCHIVAL MANAGEMENT**

Date & Time: 15/04/2010 / 9:00 - 12:00 Dept. No.

Max. : 100 Marks

**PART A (4X5=20 Marks)**

**Answer any FOUR of the following in 100 words each.**

1. Curator.
2. George William Forrest.
3. A.Saradha.
4. Guide to Records.
5. Microfilming of Documents.
6. Chiffon Mending.

**PART B (2X10= 20 Marks)**

**Answer any TWO of the following in 200 words each.**

7. 'Archives is not merely the store house of Records but also the store-house of past and present knowledge' -Justify
8. Explain the De-acidification and Fumigation process in Archives.
9. Write a brief note on Dr.B.S.Baliga and how he preserved the records in Tamilnadu Archives.
10. Briefly explain the Archival Courses and how does it help the Archivist.
11. 'Calendars have a peculiar appeal to historians' -Evaluate.

**PART C (3X20= 60 Marks)**

**Answer any THREE of the following in 1200 words each.**

12. 'The British Government is popularly called the Paper Government' -Comment.
13. The Missionary records and Ecclesiastical department documents help in unfolding the educational schemes and the religious policy of the British in India- Examine.
14. Trace the origin,nature and functions of Tamilnadu Archives.
15. Evaluate the importance of Private letters, Documents and Gazetteers.
16. Discuss the Automation and Reprography process in Archives.