LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

M.A. DEGREE EXAMINATION – **HISTORY**

FOURTH SEMESTER – **APRIL 2022**

PHT 4502 – ARCHIVAL MANAGEMENT

Date: 17-06-2022 Dept. No. Max. : 100 Marks

Time: 01:00 PM - 04:00 PM

PART – A

Q. No ANSWER ANY FOUR OF THE FOLLOWING IN 100 WORDS EACH: (4X5=20)

1 Define Archives

2 Birch Bark

3 Non-aqueous deacidification

4 Microphotography

5 Indian Historical records commission

6 International Council on Archives

PART – B

ANSWER ANY TWO OF THE FOLLOWING IN 200 WORDS EACH: (2X10=20)

7 Specify the problems faced by the archivists in the tropics.

8 Write a note on leather and its uses as a writing material.

9 Bring out the process adopted in the wet method deacidification.

10 Give an account of the Historical Manuscripts Commission.

PART – C

ANSWER ANY THREE OF THE FOLLOWING IN 1200 WORDS EACH: (3X20=60)

11 Explain the various principles of repair and conservation in Archival management.

12 Write in detail about the Filing system of records followed in India.

13 Discuss in detail about the deacidification processes used in Archives.

14 Describe the role of an archivist in disaster preparedness.

15 Write in detail about the National Archives of India and its efforts.

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