APPENDIX-II

QUESTIONS

1. To which subject the document belong to?
   a. Name of the Subject

2. Is the document Inter disciplinary?
   a. Yes
   b. No

3. If yes what is the focus of the document?
   a. Main subject
   b. Sub subject
   c. Applied aspect

4. How is the document related?
   a. Directly supports the program
   b. Supports the institutional emphasis
   c. Major field of scholarship
   d. Ancillary to the programs
   e. Specialized topic
   f. Minor field of scholarship
   g. Reference book
   h. Tangential to the programs
   i. Marginal area of scholarship

5. How is the subject matter arranged?
   a. General to specific
   b. General work
   c. Narrowly focused work

6. What kind of source material the document is?
   a. Primary
   b. Secondary
   c. Tertiary

7. Is the document support the
   a. Ongoing teaching
   b. Ongoing research
   c. Future projected area

8. Define the intellectual content of the document?
   a. Key work in the field
   b. Key author
   c. Major critical study
   d. Substantial new contribution to learning
   e. General essays
   f. Narrowly focused work
   g. Narrow intellectual perspective
Appendix

h Popular treatment
i Raw or unedited material
j Marginal work
k Trivial literature
l Propaganda literature

9 How is the author of the document rated?
   a Well known author
   b Key author
   c Less / unknown author

10 Who is the target user of the document?
   a Students
   b Research scholars
   c Faculty members
   d Others

11 Expected average percentage of users
   a Less than 10%
   b More than 10%

12 How is the document rated for use?
   a Known research area
   b User request based on need
   c Need based on known interest
   d General interest
   e Recommended by the patron without specific need
   f Immediate use unlikely
   g Background reading
   h Presents problems of accessibility
   i Infrequent use

13 Who is the publisher of the document?
   a Distinguished publisher
   b Significant sponsoring body
   c Specialized publisher of high quality
   d Major trade publisher
   e Popular publisher
   f Specialized publisher
   g Less know publisher
   h Unknown publisher

14 What is the date of publication?
   a Latest
   b Less than 3 year old
   c More than 3 year old

15 What is the nature of publication?
   a Published theses
   b Research report
Appendix

c Collection of papers
d Working papers
e Pamphlets / Ephemera

16 Is the existing collection sufficient to support teaching and research in the core area?
   a Yes
   b No

17 If yes do you want to further strengthen the core area?
   a Yes
   b No

18 How is the document compared with the existing collection in the library?
   a Central to the existing collection
   b Closely related
   c Necessary for intellectual integrity
   d Good series
   e Develops existing collection strengths
   f Historical collection strength
   g Additional copies required
   h Completes a series serial and set
   i Very specialized material
   j Unrelated material