

**B.A. DEGREE EXAMINATION, APRIL 2020**  
**III Year VI Semester**  
**Archives Keeping**

**Time : 3 Hours**

**Max.marks :75**

**Section A** ( $10 \times 2 = 20$ ) Marks

Answer any **TEN** questions

1. Roman Archives.
2. William Jones.
3. Seals
4. B.S. Baliga.
5. Reprography
6. Archives Week.
7. SWARBICA.
8. ICHR.
9. Saraswathi Mahal Library.
10. Madras Record Office.
11. William Bentine.
12. George Forrest.

**Section B** ( $5 \times 5 = 25$ ) Marks

Answer any **FIVE** questions

13. Highlight the importance of Archives.
14. Give a brief account on England Royal Archives.
15. Bring out the importance of Lamination.
16. Write a note on the functions of Archives.
17. Enumerate the use of computer in Archives.
18. List out the Rules and Regulations of Tamil Nadu Archives.
19. Write a note on Asiatic Society of Bengal.

**Section C** ( $3 \times 10 = 30$ ) Marks

Answer any **THREE** questions

20. Describe the meaning nature and scope of the Archives.
21. Write an essay on the Creation of Archives.
22. What are the steps taken for the Preservation of documents?
23. Describe the development of Private Archives in India.
24. Trace the evolution of National Archives in India.

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