

B.A. DEGREE EXAMINATION, EVEN SEMESTER 2021
III Year VI Semester
Archives Keeping

Max.marks : 25

Answer any **FIVE** questions ($5 \times 5 = 25$) Marks

1. Give an account on the importance of Archives Keeping.
2. Describe the procedures for the creation of Archives.
3. Explain the Filing system of records.
4. Discuss the various Preservation techniques used in Archives.
5. Sketch an account on the uses of Archives.
6. Write a note on the National Archives of India. NAI
7. Examine the various challenges faced in archival management.