

**SHRIMATHI DEVKUNVAR NANALAL BHATT VAISHNAV COLLEGE FOR WOMEN  
(AUTONOMOUS)**

**(Affiliated to the University of Madras and Re-accredited with 'A+' Grade by NAAC)  
Chromepet, Chennai — 600 044.**

**B.A. END SEMESTER EXAMINATIONS APRIL - 2022**

**SEMESTER - VI**

**08UHICE6002 & UHI/CE/6002 - Archives Keeping**

**Total Duration : 3 Hrs.**

**Total Marks : 60**

**Section A**

Answer any **SIX** questions ( $6 \times 5 = 30$  Marks)

1. Distinguish between Ancient and Modern Archives.
2. Classify the materials used for the Creation of Archives.
3. Explain the Imperial Records Department.
4. Mention the methods used for Preservation of records in Archives.
5. Point out the rules and regulations of Archives.
6. List out the uses of Archives.
7. Examine the Business Archives.
8. Give a brief account on Tamil Nadu Archives.

**Section B**

Answer any **THREE** questions ( $3 \times 10 = 30$  Marks)

9. Describe the growth and development of Archives in India.
10. Elucidate the Administration of Archives.
11. Briefly explain about the National Archives of India.
12. List out the functions of Archives.
13. Enumerate the Archival Organization.

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