

Name: _____ Index No: _____/_____

1913/205
PROFESSIONAL ETHICS
July 2015
Time: 3 hours

Candidate's Signature: _____

Date: _____



THE KENYA NATIONAL EXAMINATIONS COUNCIL
CRAFT CERTIFICATE IN INFORMATION STUDIES
MODULE II
PROFESSIONAL ETHICS

3 hours

INSTRUCTIONS TO CANDIDATES

Write your name and index number in the spaces provided above.

Sign and write the date of the examination in the spaces provided above.

This paper consists of 15 questions in TWO sections; A and B.

Answer ALL questions in section A and any FOUR questions from section B in the spaces provided in this question paper.

Candidates should answer the questions in English.

For Examiner's Use only

Section	Question	Maximum Score	Candidate's Score
A	1 - 10	32	
B		17	
		17	
		17	
		17	
Total Score		100	

This paper consists of 16 printed pages.

Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.

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Turn over

SECTION A (32 marks)

1. Outline **three** causes of unethical behaviour that may be found amongst staff in a public library. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

2. State **three** advantages of a chain of command in a library. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

3. List **three** information professional associations in Kenya. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

4. State **three** types of information professionals. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

5. List **four** challenges that may be encountered in developing a national information policy in Kenya. (4 marks)

- (i) _____
- (ii) _____
- (iii) _____
- (iv) _____

6. Outline **three** unethical practices that may be necessary for information professionals. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

7. State **three** life skills that may be necessary for information professionals. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

8. Draw an organisational chart depicting the following information.
Librarian, Assistant Librarian, Library Assistant and Library Attendant. (4 marks)

9. State **three** disadvantages of having conflict in an information centre. (3 marks)

- (i) _____
- (ii) _____
- (iii) _____

10. List **three** benefits that members may derive from a professional association. (3 marks)
- (i) _____
- (ii) _____
- (iii) _____

SECTION B (68 marks)

11. (a) Explain **four** factors that make information professionals not to uphold ethics. (8 marks)
- (b) Highlight **six** issues that may be addressed by code of ethics in information science. (9 marks)
12. (a) Explain **four** weaknesses of legal deposit law in Kenya. (8 marks)
- (b) Highlight **six** indicators of motivated employees in an academic library. (9 marks)
13. (a) Explain **four** methods that information associations may use to promote professional ethics. (8 marks)
- (b) Highlight **six** measures that may be put in place to minimise unethical behaviour by staff. (9 marks)
14. (a) Explain **four** ways in which information and communication technology (ICT) can be used to enhance ethical behaviours in an organisation. (8 marks)
- (b) Highlight **six** reasons for developing a library policy. (9 marks)
15. (a) Explain **four** causes of conflicts in an organization. (8 marks)
- (b) Highlight **six** challenges that are likely to be encountered by information professionals in Kenya. (9 marks)