THE OPEN UNIVERSITY OF SRI LANKA
INFORMATION STUDIES UNIT
FACULTY OF HUMANITIES AND SOCIAL SCIENCES
BA HONOURS IN LIBRARY AND INFORMATION STUDIES
FINAL EXAMINATION – (2025/2026)
LEVEL 03 (SEMESTER II)
HSU3302: INFORMATION POLICY AND ACCESS TO INFORMATION

DURATION: THREE (03) HOURS ONLY

Date: 09.05.2026 **Time: 9.30 a.m to 12.30 p.m.**

Instructions

- Answer only **five (05)** questions
- All questions carry **equal marks.**

01. i The information cycle consists of **five stages**: creation, production, distribution, access, and use.

Based on the following scenario,
Identify the relevant stages of the information cycle and categorize each example accordingly.

A major flood has occurred in the city. On the first day, people share photos and short updates on social media. Within a few days, news websites publish detailed reports. After a few months, researchers published journal articles analyzing the disaster. Later, books, encyclopedias, and reports summarize the event for long-term reference. 08 marks

ii. Based on the following paragraph, answer the questions given.

Ethics in information management refers to moral principles that guide what is right and wrong in handling information. It includes responsible collection, storage, use, and sharing of data while protecting privacy and human rights.

Ethical considerations ensure trust, transparency, and accountability in information systems. Important ethical principles include informed consent, where individuals should know how their data is used; purpose limitation, where data is collected only for specific and justified reasons; and data minimization, where only necessary information is collected. Ethics also ensures protection of confidentiality, integrity, and availability of information in cybersecurity.

In the overall, ethical practices help prevent misuse of data, unauthorized access, and privacy violations while promoting user trust and responsible information management.

1. Define the concept of ethics in information management.
2. List and briefly explain any four ethical principles in information management.
3. State one importance of ethics in cybersecurity.

12 marks

02. i. List four (4) key components of stakeholder training and briefly explain each component. 08 marks

ii. What are the key challenges in stakeholder training? Briefly discuss the challenges and their solutions. 12 marks

03. i. List four (4) E-Governance portals. 04 marks

ii. Briefly explain the three (3) key features of effective search functionality in an e-governance portal. 06 marks

iii. Briefly discuss the infrastructure requirements for e-government portals. 10 marks

04. i Briefly explain the concept of Right to Information? 04 marks

ii. Briefly explain the emerging trends in RTI systems for improving citizen services. 06 marks

iii. Based on the following scenario, discuss how libraries can effectively handle RTI requests and ensure compliance with legal requirements. 10 marks

A public library in Sri Lanka is facing increasing requests from citizens under the Right to Information (RTI) laws. Many users are unfamiliar with how to submit requests, and the library staff are also unsure about proper procedures and legal requirements.
The library management is now planning to improve its RTI service handling system to ensure compliance with legal standards and better support for citizens.

05. i. List any six (6) UN Sustainable Development Goals (SDG) and name them? 06 marks

ii. Briefly discuss three (3) Sustainable Development Goals (SDGs) related to information policies. 10 marks

iii. Write two (2) Digital Preservation Techniques and Technologies? 04 marks

06. i. Discuss the information gap in the 21st century and explain the main causes of the information gap. 10 marks

ii. Discuss the three (3) key factors contributing to the digital divide. 10 marks

07. i. Briefly discuss three (3) main categories of information sources? 06 marks

ii. Give a reputed definition for "Information Literacy"? 04 marks

iii. What are the two (2) major factors influencing information-seeking habits? List them with examples. 04 marks

iv. List six (6) importance of information literacy. 06 marks

08. i. Based on the following university library scenario, categorize the given situations using a SWOT analysis. 10 marks

A university library is planning to develop a new digital library policy to improve access to electronic resources and enhance user services. The library has a well-developed IT infrastructure and a strong collection of digital resources. However, some users lack awareness of digital security practices, and the library is facing increasing competition from freely available online information sources. At the same time, there is potential funding available to improve digital technologies and services.

ii. List five (5) reasons for the importance of information policy and briefly explain each. 10 marks

09. Write short notes on any four of the following.

i. CRAAP Test.
ii. Information Poverty.
iii. ITU.
iv. Types of Intellectual Property Laws.
v. The core principles of Freedom of Information (FOI/RTI).
vi. SIFT method.

5 X 4 = 20 marks