

**BA-III Year**  
**Skill Enhancement Course (SEC)**  
**Code: BAM- S501**  
**Museum: Management and Security**

**Semester-V**  
**Max. Marks -60**  
**Time- 3 Hrs**

**Course Objectives**

Students will extend their abilities to:

- Understand Museum administration.
- Learn the methods of care and security of museums.
- Identify the planning and policies.

**Course Outcomes**

The students will able to:


- CO1** learn mechanism museum management.  
**CO2** Appraise the fundamentals of establishment of museums.  
**CO3** Articulate the transportation techniques of museum objects.

**Instructions:**

The question paper shall consist of two sections (Sec.-A and Sec.-B). Sec.-A shall contain 10 short answer type questions of six marks each. Student shall be required to attempt any five questions in 150 words. Sec.-B shall contain 8 long answer type questions of ten marks each and student shall be required to attempt any four questions. Questions shall be uniformly distributed from the entire syllabus. The previous year paper/model paper can be used as a guideline and the following syllabus should be strictly followed while setting the question paper.

**Course Contents:**

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- Unit-I** Museum administration: **(6 Lect.)**  
(a) Controlling committee, advisory board, purchasing committee and director  
(b) Work manual of Museum staff and Budget of Museum
- Unit-II** Museum Architecture: **(12 Lect.)**  
(a) Concept and Planning of museum building: Gallery, Library, Washroom, Garden, Lawn, Parking and Auditorium.  
(b) Restricted area for Museum building: Store room, Laboratory, Photo studio and Administrative office
- Unit-III** Museum Security: **(7 Lect.)**  
(a) Internal and external security  
(b) Methods of security: Manual and Mechanical
- Unit-IV** General Maintenance of Museum: **(11 Lect.)**  
(a) Proper light, temperature and humidity for object upkeep  
(b) Packing, loading and unloading at the time of journey
- Unit-V** **(9 Lect.)**  
(a) Museum's policy and planning  
(c) Insurance of Museum objects and reserve collection

  
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## References:

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2. Collart, Paul, Museum and monuments VII, Suria, Paris UNESCO.
3. Aiyappan, A. and Satyamurti, S.T., Hand book of Museum technique, Madras, Govt.
4. Baxi, S. J. , Modern Museum, Hindu book house, New Delhi.
5. Biswas, T. K., Museum and Education, New Age
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8. Nigam, M. L., Fundamentals of Museology, Navhind, Hydrabad.
9. Satyamurti, S.T., Administrative problems in the Indian Museum.
10. James and Gardner, Exhibition and display.
11. Lite, R. B. and Stibert, J. D., Museum documentation system.
12. Viswas, T. K., Museum and Education.
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14. Narth, F. J. Museum, levels, London.
15. Ganeshan, R., *Bhartiya sangrahalaya ewm Jan Sampark*, Vishwavidyalaya Prakashan, Varanasi.
16. Sahay, Shivswaroop, *Sangrahalaya ki aor*, Banarasidas, Delhi.
17. Ray, Agrawal ewm Chaudhary, *Sangrahalaya anushilan*.
18. Shukl, Girishchandr ewm Pandey Vimlesh, *Sangrahalaya Vigyan*, Motilal Banarasidas, Delhi.



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