<u>ACKNOWLED GEMENT</u>

I am very much pleased to put on record my deep sense of gratitude and indebtedness to Prof. (Dr.) H. S. Waydande, Professor and Head of the Department of Library and Information science, and I/C University Librarian Shivaji University, Kolhapur for his valuable guidance, help and encouragement in preparing this technical report.

My sincere thanks are due to Dr. N. I. Diwatankar and all university library staff for their encouragement and co-operation during the course.

I am record have my deep gratitude for the affectionate help that I received from all my colleagues in the library.

I owe a lot to Hon'ble shri. Vinayraoji Kore (Savkar), Minister of Non-Conventional Energy & Horticulture, Maharashtra State, Acting President, Shree Warana Vibhag Shikshan mandal, Warananagr. Hon'ble Shri. G. D. Patil, Secretary, Shree Warana Vibhag Shikshan Mandal, Warananagar, for their kind permission and support in completing this course. It is my duty to express thank to our Principal Dr. C. R. Rao for their constant inspiration to me.

I take this opportunity to express my deep sense of thankful to my Wife Sou. Ashwini and my daughters Kum. Samruddhi and Shravani for their kind co-operation and constant encouragement for my education. I thank all my friends who have directly or indirectly helped in this endeavour.

My thanks are also due to Mr. Praveen Methe for the proper and accurate setting and Mr. Kadolkar for the attractive binding of the technical report.