## USE OF LIBRARY SOFTWARE IN THE ENGINEERING COLLEGES AFFILIATED TO SHIVAJI UNIVERSITY, KOLHAPUR: A STUDY

### QUESTIONNAIRE

## 1. General Information:

1.1 Name of the College:------------------------------------------------------------

1.2 Year of the establishment of the College:-----------------------------------------

1.3 E-mail:----------------------------------- Website:-----------------------------

1.4 Type of the College:   Govt. / Private

1.5 Name of the Librarian:-------------------------------------------------------------

1.6 Qualifications:-------------------------------------------------------------------

## 2. Automation:

2.1 Whether you have gone for System Analysis ?     Yes [   ]     No [   ]

2.2  Do you face any problem in the whole process of automation of the library?

. Yes [   ]  Nc [   ]

If yes, please specify under the following heads:

2.2.1  Problems releated to hardware        [   ]

2.2.2  Problems releated to software        [   ]   [   ]

2.2.3  Problems releated to human ware such as—
-- Untrained Staff [   ]

-- Tendancy of staff not learning about computers [   ]

-- Training opportunities not provided to the staff [   ]

2.3  Mention areas of which automation has been completed ?

2.3.1   Records of books [   ]    2.3.2   Records of Periodicals [   ]

2.3.3   Records of reports [   ]    2.3.4   Records of any other document [   ]

2.3.5   Records of local database created by the library [   ]

2.4 For automation of library operations, how many library professional have been given computer training for database creation / automated house keeping operations ?

2.4.1  1-2 [ ]    2.4.2  3-4 [ ]    2.4.3  5-6 [ ]

2.4.4  6-8 [ ]    2.4.5  more than 8 [ ]    2.4.6  all professionals [ ]

2.5 Which agencies have provided computer training for library professional

2.5.1  INFLIBNET [ ]    2.5.2  NISSAT [ ]    2.5.3  INSDOC [ ]

2.5.4  IASLIC with NISSAT [ ]    2.5.5  ILA with NISSAT [ ]

2.5.6  Online Training [ ]    2.5.7  Any Other [ ]

## 3. Software Selection:

3.1 Which Software you have selected ?    Readymade [ ]    In house [ ]

If Readymade, Pl. tick mark on the following

3.1.1  AIW [ ]    3.1.2  Archives [ ]    3.1.3  CAIRS-LMS [ ]

3.1.4  CDS/ISIS [ ]    3.1.5  CLIS [ ]    3.1.6  Granthalaya [ ]

3.1.7  LIBMAN [ ]    3.1.8 Library Catalogue [ ]

3.1.9 Libra [ ]    3.1.10 LIBSYS [ ]    3.1.11  Librarian [ ]

3.1.12 Library Manager [ ]    3.1.13 Libris [ ]    3.1.14  Microlinux [ ]

3.1.15 OASIS [ ]    3.1.16  Sci-mate [ ]    3.1.17  SLIM [ ]

3.1.18 SOUL [ ]    3.1.19 TULIPS [ ]    3.1.20  WILYSYS [ ]
3.1.21 Any other [ ]

3.2 Are you satisfied with the present software ?    Yes [ ]  No [ ]

3.3 Which Operating system you are using from the following ?

3.3.1 Ms-Dos [ ]    3.3.2  UNIX [ ]    3.3.3  LINUX [ ]

3.3.4  Windows [ ]    3.3.5 Novell Netware [ ]    3.3.6  Any Other [ ]

## 4.  Hardware Selection:

4.1    Computer System installed in library for database creation and services

| Hardware Items | Nos. | Hardware Items | Nos. |
|---|---|---|---|
| 4.1.1 Main Frame Computer | | 4.1.9  Mini Computer | |
| 4.1.2.Personal Computer | | 4.1.10 No. of Server | |
| 4.1.3 No. of Nodes | | 4.1.11 PC- 486 DX2 | |
| 4.1.4 Pentium | | 4.1.12 Pentium mmx | |
| 4.1.5 Pentium II | | 4.1.13 Pentium III | |
| 4.1.6 OPAC terminals for users | | 4.1.14 Pentium  IV | |
| 4.1.7 Computer with CD-ROM Drive | | 4.1.15 Laptop | |
| 4.1.8 Barcode Scanner, Barcode Generator | | 4.1.16 Gist Card available | |
| | | 4.1.17 UPS | |
| | | 4.1.18 Printers | |

## 5.  Inhouse Library Activities:

5.1    Does your library software performing the following operations of **Acquisition module** ?                 Yes [ ] No [ ]
If yes, which operations are performing from the following ?

5.1.1  Suggestion for new books by mail
5.1.2  Pre-order searching / duplicate search
5.1.3  Print purchase orders
5.1.4  Query letters to vendors
5.1.5  Print reminder letters
5.1.6  Print letters of order cancellation
5.1.7  Subjectwise list of orders
5.1.8  Fund account reports
5.1.9 Updated vendor file
5.1.10  Accessioning
5.1.11  List of current additions
5.1.12  Print accession list
5.1.13  Notification of users

5.1.14  Print letters for adjustment
        of advances
5.1.15  Print letters to bank for
        Foreign exchange drafts
5.1.16  Vendor performance report

5.2    Does your library software performing the following operations of
       **Cataloguing module** ?                          Yes ☐   No ☐

       If yes, which operations are performing from the following ?

       5.2.1    Preparing local catalogues ☐
       5.2.2    Classification of documents ☐
       5.2.3    Verificastion of records ☐
       5.2.4    Generation of indexes and cross references ☐
       5.2.5    Printing catalogue cards and generating catalogue on electronic ☐
       storage media viz. magnetic tape, floppies, CD-ROMs etc.
       5.2.6    Generation of added entries ☐

       5.2.7    Contribute to bibliographic control ☐
       5.2.8    Generation of Barcode ☐
       5.2.9    Generation of Spine Lables ☐
       5.2.10   Generation of Book Cards ☐

5.3    Does your library software performing the following operations of
       **Circulation module** ?                          yes ☐   No ☐

       If yes, which operations are performing from the following ?

       5.3.1    Registration and membership record updation management ☐
       5.3.2    Charging and discharging ☐
       5.3.3    Renewals and reservations ☐

       5.3.4    Time Records- the period for which the books are issued.  Over
                Due follow-up and recall facility ☐
       5.3.5    Alerting library staff about over-due items and printing of over due
                notices ☐
       5.3.6    Calculation of fines, printing of fine notices, recording receipt of
                Finesand even printing of fine receipts ☐
       5.3.7    Book Record- the clue giving information as to which book is
                issued out including the monitoring of items on display and in ☐
                bindery.
       5.3.8    Record of overnight issues ☐
       5.3.9    Loan of other materials other than books ☐
       5.3.10   Inter-library loans i.e., the record of both inward and outward loans
                of accessioned material from/to other libraries and institutions ☐
       5.3.11   Query facility on borrowers vis-à-vis collection ☐
       5.3.12   Options for use of bar codes scanner for borrower and material ☐
                identification
       5.3.13   Generate circulation statistics for yearly / monthly / daily both by
                Subject and membership category ☐

5.3.14 Reporting capabilities, to generate report of list of reserved titles, Statistics on number of issues by title / borrower, non circulatinjg material list, etc., and keeping log of all circulation transactions. ☐

5.4 Does your librarysoftware performing the following operations of **Serial Control module** ? Yes ☐ No ☐

If yes, which operations are performing from the following ?

5.4.1 Subscription / ordering of new journals ☐
5.4.2 Sending remindders ☐
5.4.3 Receiving the new journals ☐
5.4.4 Preparation of list of periodicals received ☐
5.4.5 Preparation of list of periodicals cancelled ☐
5.4.6 Preparation of list of holdings ☐
5.4.7 Preparation of list of holdings with their status ( i.e. on shelf, in binding, in circulation etc.) ☐
5.4.8 Keeping track of amount spent on subscription and binding etc. ☐
5.4.9 Esimation of the budget for the next year ☐
5.4.10 Announcement of the missing serials for re-ordering the same ☐
5.4.11 Documentation services as SDI and CAS ☐

5.5 Does your library software performing the following additional modules ?
Yes ☐ No ☐
If yes, which modules are performing from the following ?

5.5.1 OPAC ( On-line Public Access Catalogue ) ☐
5.5.2 Administrative Operations module ☐
5.5.3 User-friendly menu driven and interactive ☐
5.5.4 Reports generation amd MIS ☐
5.5.5 Security ☐
5.5.6 Display and card Printing facility in desired format ☐
5.5.7 Web OPAC ☐
5.5.8 Data conversion facility in CCF, MARC and ISO 2709 formats ☐
5.5.9 Adaptability for Bar-code facility ☐
5.5.10 Option to enter bibliographic data in other than roman script ☐
5.5.11 Reference Services ☐
5.5.12 Stock Verification ☐
5.5.13 Budget Formulation ☐
5.5.14 Report Generation ☐
5.5.15 Backup files ☐    5.5.16 Any Other ☐

# 6. <u>E-databases</u>:

6.1 Does your library acquire documents in electronic form ? Yes ☐ No ☐

If yes, Pl. indicate their numbers.

| No. | Electronic Document | Nos. |
|---|---|---|
| 6.1.1 | CD-ROM Databases | |
| 6.1.2 | Reference Sources in CD-ROM | |
| 6.1.3 | Electronic Journals Subscriptions | |
| 6.1.4 | Any Other | |

6.2    Does your library have membership of the INDEST Consortium ?

Yes ☐    No ☐

If yes, which of the following ?

6.2.1 ABI / INFORM Complete ☐    6.2.10 IEL Online (5 sim.access) ☐
6.2.2 ACM Digital Library ☐    6.2.11 IEL Online (15sim.access) ☐
6.2.3 ASCE Journals ☐    6.2.12 Indian Standards ( single access) ☐

6.2.4 ASME Journals +AMR    6.2.13 Indian Standards (5 sim. access ) ☐
6.2.5 Capitaline ☐    6.2.14 JET ☐
6.2.6 COMPENDEX ☐    6.2.15 Math Sci Net ☐
6.2.7 COMPENDEX &    6.2.16 Nature ☐
      INSPEC
6.2.8 Euromonitor (GMID) ☐    6.2.17 Proquest Science Journals ☐
6.2.9 IEL Online ( single access )    6.2.18 Science Direct Option 1 ☐
6.2.19 Science direct option 2 ☐
6.2.20 Springer's Link ☐

6.3    Does AICTE funds getting for the INDEST Consortium ? Yes ☐ No ☐

If yes, upto how much - Rs.

## 7.  Digital Library:

7.1    Have you created  a Digital Library ?    Yes ☐    No ☐

7.2    Have you digitized print materials into digital format ?   Yes ☐    No ☐

7.3    Do you have  following technical requirements for the digital imaging
       Process ?

       Pl.    tick mark on the following.

       7.3.1    Hardware-  Scanner, Computer, data storage and data output
                           Peripherals ☐

       7.3.2    Software-  Image capturing, data compression ☐

7.3.3   Network- Data transmission ☐

7.3.4   Display technologies- Printer ☐

# 8.  Library Services:

Pl.   tick mark the library services being provided by your library.

### 8.1   Manual-

8.1.1 Reference Services ☐     8.1.2 Lending Services ☐

8.1.3 CAS / SDI ☐     8.1.4 Indexing Services ☐

8.1.5 Abstracting Services ☐     8. 1.6 Bibliographic Services ☐

8.1.7 ILL Services ☐     8.1.8 Reprographic Services ☐

8.1.9 Press Clipping Services ☐     8.1.10 Translation Services ☐

8.1.11 Consultancy Services ☐     8.1.12 Orientation of Users ☐

### 8.2   Mechanized-

8.2.1 Photocopying ☐     8.2.2 Microfilming ☐

8.2.3 Microfilm reader ☐     8.2.4 Audio-Video Services ☐

8.2.5 Any Other ☐

### 8.3   Computerized-

8.3.1 Lending ☐   8.3.2 CAS / SDI ☐   8.3.3 E-mail ☐

8.3.4 Automated Translating ☐

8.3.5 Hypertext / Hypermedia   8.3.6 CD-ROM Search ☐

8.3.7 Technical Communication (Desk Top Publishing System) ☐

**Comments or suggestions if any-**

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