

APPENDIX

Q U E S T I O N N A I R ESHIVAJI UNIVERSITY, KOLHAPUR.DEPARTMENT OF LIBRARY SCIENCEUSERS SURVERY OF BARR. BALASAHEB KHARDEKAR LIBRARY,
SHIVAJI UNIVERSITY, KOLHAPUR.

1. Please answer the questions in the space provided against each question and put a tick mark to the appropriate answer, whenever you have chosen between the alternative replies.
2. Wherever necessary given detail answer - If sheet is insufficient, please attach extra sheet with question number on it. If you want to make any additional suggestion write it on the back of these pages.

SECTION 'A'INFORMATION ABOUT THE USERBIO - DATA

1. Name of the User
2. Designation : Head/Professor/Reader/
Lecturer/Ph.D./M.Phil/P.G./
Student/Other.
3. University Department :
4. Educational Qualification :
5. Length of service in Profession : _____ Years.
6. Member of the library for the last : _____ Years.
7. Field of Study :

If you are a research scholar state the title of your research.

SECTION 'B'A) USE OF THE LIBRARY :

- 1) How often do you visit the Library ?
 - a) In a month _____ (c) In a Week _____
 - b) In a fortnight _____ (d) In a day _____

- 2) When do you normally visit the Library ?
 - (a) Morning
 - (b) Evening
 - (c) Afternoon.

- 3) Purpose of the visiting the library
 - (a) To borrow/return books.
 - (b) To borrow through Current Periodical.
 - (c) To collect references for lectures/Radio/talk/conference/seminar work/project work/to write an article/book/any other purpose.
 - (d) To search for specific piece of information.
 - (e) To work as student for M.Phil, Ph.D. study & check references.
 - (f) To read in the Reading Room.
 - (g) Any other purpose.

- 4) USE OF RESOURCES/USE PATTERN :
 - (1) What are your needs for information in terms of amount, kinds, levels variation at different times.

Choose form - (More/less)

- (a) At the beginning _____
- (b) During _____
- (c) At the end of a research project _____

(2) How do you find out the information sources in the library on a definite topic of your interest ?

- (a) Searching the Shelves directly.
- (b) Subject catalogue Consultation.
- (c) Asking the librarian.
- (d) Subject bibliography.
- (e) Discussion with colleagues.
- (f) Any other method, please specify.

(3) Which types of publications do you use to meet your search/teaching need & for what purpose do you use ?

- (a) Books.
- (b) Journal/periodical.
- (c) Hand books.
- (d) Technical reports.
- (d) Conference/seminar proceeding.
- (f) Dissertations/Thesis.
- (g) Indexing/Abstacting Reviewing perodical.
- (h) Bibliographies.
- (i) Any other source please specify.

4) READING HOURS :

(1) How many hours per week on an average do you spend on reading in your field in library and elsewhere, and how often do you do it ?
(Daily, 3 times, a week, once a week, fort-night, monthly, rearely)

	How Often	Time Spent (Hours)
i) In the University Library (Main)	_____	_____
ii) In the Department of Library	_____	_____
iii) In other Library(ies)	_____	_____
iv) At home	_____	_____

5) USE OF OTHER LIBRARY :

a) Do you visit any library, other than University Library for consultation of information ?

Yes No

b) How far in terms of distance would you go to consult a library for your needs not fulfilled by the libraries you now use ? _____

B) LIBRARY COLLECTION :

(1) Do you find the collection (books, periodicals, thesis research papers etc.) in the field of your interest strong enough to meet your demand ? _____

- (2) Is your recommendation taken into consideration in the purchase of Library books ?

Yes

No

- (3) How much time did it take, to get the material recommended by you ? _____

- (4) Is the library able to acquire the latest books in resonable period of time ?

Yes

No

- (5) Do you feel that library should acquire the material in the language, other than English, Marathi, Hindi ?

Yes

No

If yes, please specify the language.

- (6) Do you make any suggestions for improving library collection ?
- _____

C) CATALOGUING AND CLASSIFICATION :

- (1) How often do you consult.
- 1.1 : Classified part of the catalogue
(frequently/rarely/never)
- 1.2 : Dictionary Catalogue
(frequently/rarely/never)

SARV. BALASANE
SHIVAJI UNIVERSITY, KOLHAPUR



- (2) Are you able to consult the classified part of the catalogue with ease ?

Yes

No

- (3) What are your suggestions for the improvement of the catalogue ?

- (4) Can you use a library card catalogue effectively ?

Yes

No

- (5) Can you locate reading material in the library ?

Yes

No

- (6) Are you satisfied with the present arrangement of material on the shelves ?

Yes

No

D) CIRCULATION SECTION :

- (1) Are you satisfied with the number of books issued to you at a time ?

Yes

No

- (2) Are you satisfied with the present system of borrowing ?

Yes

No

(3) Whether inter-library loan is in practise ?

Yes No

(4) Is there any facility for reserving books ?

Yes No

(5) How much time did it take to get the book reserved by you ?

(6) Does library make efforts to promote library use ?

- a) Display of material.
- b) Arrangement of talks.
- c) Exhibitions.
- d) Personal assistance.
- e) Bibliography.
- f) Extending opening hours of periodical section.
- g) Availability of computerised data.
- h) Installation of additional xerox machine.

E) PERIODICAL SECTION :

(1) Do you think that library journal collection in your subject is adequate ?

Yes No

(2) What in your opinion should be the procedure for selecting the periodicals in your field ?

(a) Recommendation from the head of deptt. in consultation with the departmental committee.

(b) Whether the present system needs improvement ?

Yes No

(c) If Yes give suggestion. _____

(3) Which problems/difficulties do you face while using the preiodicals ?

(a) Current periodicals recieved late in the library/subscription not paid in time/misplaced/ issued to departments/scholoars/Not returned in time/Any other.

(b) Journals not available in University Library/ Issued to department/available in departmental libraries.

(c) Lack of separate telephone connection to periodical section.

(d) Incomplete volumes (some issues missing or lost)

(e) Any other problem.

(4) How would you like the current journal to be dispalyed on the display racks ?

a) According to the subject classification number.

b) In a single alphabetical order according to title.

c) Alphabetical within each subject.

(5) Periodical issue System.

(1) Whether to be issued on premises only ?

(2) To be issued outside the library for home use

(6) Are you satisfied with the services rendered by periodical section ?

Yes No

F) REFERENCE :

(1) University library renders the following services to the users. Which of the following services you need most ? (Please ✓)

a) Reference Service,

b) Referral Service,

c) latest addition-list of books,

d) Reprographic services (Xerox copy etc.)

e) Inter library loan service,

f) News paper clipping services,

g) Current awareness services,

h) S.D.I. Service.

i) Queries on Telephone.

j) Translation Service.

(2) Are you satisfied with the services rendered by library ?

Yes No

(3) Do you ask for assistance from the reference librarian or other members of the library staff ?

- a) To locate books,
- b) To search books,
- c) To locate current periodicals,
- d) To understand the use of various tools,
- e) Other assistance.

(4) Do you find the library staff helpful ?

Yes No

G) FACILITIES :

(1) Are there research cubicles for research worker in the library ?

Yes No

(2) Do you need a canteen in the library ?

Yes No

(3) Do you think training in the use of library would be helpful to you ? If yes, when should the training be given

- a) Undergraduate level
- b) Post graduate level
- c) Pre Ph.D. level.
- d) Any other level.

- (4) How often the User Orientation programme should be held to make the library use effective ?

H) SATISEACTION WITH PHYSICAL FACILITIES/LIBRARY EQUIPMENTS :

- (1) Are you satisfied with the existing provision of ventilation in the library ?

Yes No

- (2) Are you satisfied with existing provision of light in the library ?

Yes No

- (3) Do you find the existing furniture such as chairs and tables comfortable in the library ?

Yes No

- (4) Are you satisfied with the arrangement of drinking water in the library ?

Yes No

- (5) Are you satisfied with the availability of toilet ?

Yes No

- (6) Is there any photo copy machine in your library ?

Yes No

(7) Is the micro film reader cum printer available in library ?

Yes

No

(8) Does the library has Television / Computer ?

Yes

No

I) SATISFACTION WITH THE LIBRARY HOURS

(1) Are you satisfied with the present opening and closing hours of the library ?

Yes

No

(2) How much satisfied do you feel with the present working hours on Sunday and Holiday ?

a) Very Unsatisfied.

b) Little unsatisfied.

c) Somewhat satisfied.

d) Quite satisfied.

e) Very satisfied.

J) SUGGESTIONS :

Please make your additonal suggestion regarding the following points :

- 1) Regarding library staff.
- 2) Physical facilities.
- 3) Arrangement.
- 4) Working hours.
- 5) Library procedure/rules.
- 6) Any Modification.

DR. BALASUBRAMANIAM LIBRARY

