
AUTOMATION AND ITS MANAGEMENT IN UNIVERSITY LIBRARIES

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Abstract

In India, there are many India sate libraries where library automation and use of new information technologies are in planning stage. Librarian and library managers are making effort to automate their libraries. Authors of this paper try to accommodate each and everything, which required for successful library automation. This plan describes the Basic elements of managing the automation planning process in primarily special and R & D libraries. This write-up provides a detailed overview of a planning process designed to help to make decisions about library automation. Practical suggestions are offered on how library manager can effectively organize the process of library automation. Library automation and serves as a framework of the later chapters. This chapter attempts to establish the need for evaluation research related to automated systems. The objectives, scope, and limitations of the study are specified. The methodology followed in this research project has been explained in details. The chapter concludes with a brief sketch of the cauterization of the thesis. Form the first part of the above definition it can be observed that the term „library automation“ is used to imply just the mechanization of traditional and/or manual house – keeping routines of a library. In other words, it confines itself to the use of data processing equipment’s and associated technology to perform exactly what has always and already been done in libraries through manual process, of course, with the justification of reduced cost and/or increased performance. However, literature shows that such distinction is not maintained. The scope of library automation goes beyond the automation of just house – keeping activities of the libraries.

Keywords- *libraries, Automation, managing.*

Introduction

Libraries are in the midst of radical changes. These changes are, perhaps, unavoidable and compelling. In the present day context libraries are moving beyond their traditional role as custodians of recorded knowledge and integrating new methods of information storage, retrieval and transmission into their existing services and patterns.

They are, at the same time, incorporating the extensive changes that new technologies bring to organizational structures and staff responsibilities. Libraries currently are experiencing technological transition in how services are provided and in what these services are. These changes are attributed in literature to three major phenomena: the information explosion, escalating costs, and the technology revolution. In particular, in the recent past it is the computer and communication technologies which have drastically changed the working of libraries.

While the computer technology provided hitherto unavailable power for the organization and manipulation of information, communication technology provided immense scope for the speedy and accurate dissemination of information. Over the past few years, there have been many developments in computer technology. One of the revolutionary developments has been the advent of comparatively cheap microcomputer systems, with increasing

sophisticated features which can be used for a variety of library applications. As a result, it is not uncommon to find a micro-computer even in a small library in a developing country like India also. Computers in libraries are used to assist a variety of functions, such as, maintaining and providing access to catalogue items in the collection, managing the circulation of items, controlling the serial publications and allowing the retrieval of information from local files, searching external of information sources for references or for full text of documents and so on. Library Automation refers to the use of computers to serve the needs of library users.

The operations of a Library get a quantum jump with the introductions of computers. The computers help to provide fast and reliable access to the resources available in the library as well as elsewhere. The application of computers in the library operations avoids repetitive jobs and saves lot of lab our, time, speeds up operations, increases use of library resources. Computers are not only used as a tool for processing the data, but also for data storage and accessing.

Management institutes in the study

For this study, the investigators have selected four professional management institutes because these management institutes are the only ones to have taken some initiatives regarding automation at Aligarh. Other institutes in that geographical area have not made any initiatives towards automation.

- Al-Barkaat Institute of Management Studies, Aligarh The Al-Barkaat Educational Society established the Al-Barkaat Institute of Management Studies (ABIMS) in 2004. The ABIMS Library has a collection of approximately 4,900 books on management topics, and the library publishes its own journals related to the field and subscribes to prominent national and international journals. The ABIMS Library uses Alice for Windows (AFW) automation software, providing the latest and up-to-date reading, research and reference materials in print, as well as information in CD-ROM format.
- Shivdan Singh Institute of Technology and Management, Aligarh Established in 1997, the Shivdan Singh Institute of Technology and Management (SSITM) amassed a large collection of information focusing on management, pharmacy and engineering. The library has approximately 8,650 management books, booklets and manuals. The SSITM adopted the NETLIB software for library automation. In addition, the institute subscribes to national and international journals and newsletters related to technology, computers and many other significant subjects.
- Vivekananda College of Technology and Management, Aligarh Vivekananda College of Technology and Management (VCTM) started in 2008-2009 with an emphasis on technical education in an atmosphere conducive to higher education and maintain an open-door policy to highly motivated students. The college 297 Impact of automation on library services has a spacious, air-conditioned library that accommodates approximately 100 students and offers a comprehensive collection of 3,170 books on management. The VCTM is using TechLib7 library software for the smooth functioning of the library.
- Institute of Information Management and Technology, Aligarh The Institute of Information Management and Technology (IIMT) was opened in 2000, with

limited programmes in management and computer application, but now offers a bachelor of education degree. The IIMT has a digital library stocked with a large collection of books, journals and periodicals, newspapers, audiocassettes and compact discs. The library has 2,450 books, subscribes to at least 30 journals and magazines on management topics and uses the TechLib software for library automation.

Library automation software packages

There are many proprietary library management software packages available in the market. Some of the more popular include those described below.

- Alice for Windows AFW is an integrated library and information management system that brings powerful automatic document and resource control, and assists in the management and control of library functioning. It is an international software package of Softlink International Company. Over the last 25 years it has grown and achieved the status of leading library automation software of the world.
- NETLIB It is an integrated multi-user library management system that supports all in-house operations of the library. NETLIB consists of modules on acquisition, cataloguing, circulation, serials, article indexing and online public access catalogue (OPAC).
- TechLib It is an ILS software that performs all the operations and activities of a library, supports the OPAC, catalogue maintenance, circulation, serials management, acquisition, processing and MARC cataloguing. It is developed by Information Dimension Inc. (IDI) in Dublin, Ohio, USA.
- LIBSYS It is an integrated library management system software and is a product of LIBSYS Ltd., New Delhi. It supports acquisition, cataloguing, circulation, serials, article indexing, Web-OPAC and report modules.
- VIRTUA It is an integrated library system software that has been developed by Virginia Tech Library System Inc., Virginia. The various modules of VIRTUA are: acquisitions and fund accounting, cataloguing, circulation, serials control, OPAC, and statistics and

Objective

To fulfill the aim of the study “assessing overall working environment and rewarding practices of dairy units”, different objectives had been made. The objectives of the present study are as follows The objectives of the study are

1. To study the need as well as identify the areas of automation
2. To examine the circulation system of Gujarat State University Library and identify its limitations,
3. To identify and discuss various steps that are involved in planning and implementation of automation in general and circulation system in

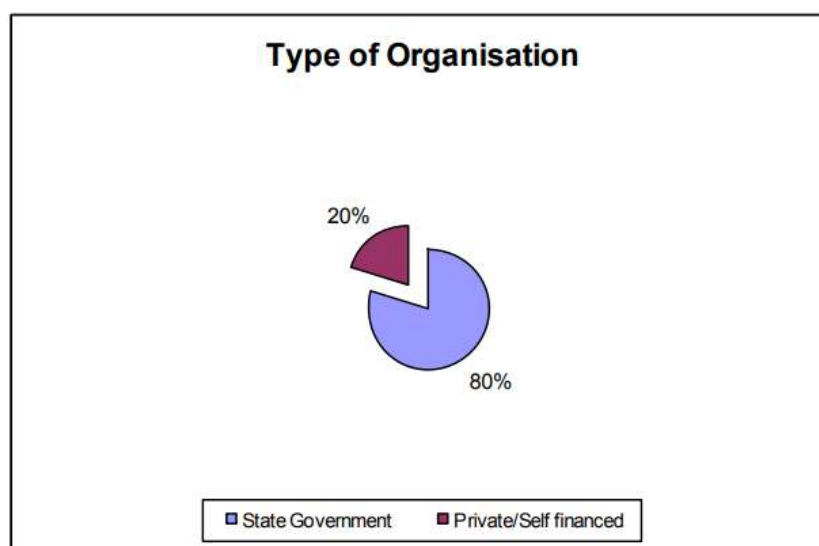
Research methodology

This study is basically an evaluative one. The evaluation is relative in nature. That is, to determine the level of performance of various systems, the systems either must be compared to one another or all systems to some reference model. The latter approach to evaluation is both objective and precise, provided a reference model is available. Such reference model should indicate detailed criteria or specifications against which one can evaluate all systems. The criteria should outline expected performance rather than specific methods. The model should be such that it should reflect, accurately, the needs of system requirements of Indian libraries. The model should also consider various technical facilities available in India at present. As this study is covering three areas of in – house operations, viz., Acquisitions, Serial Control and Circulation Control, three models were required to conduct this study.

The investigator could not trace any reference models suitable for evaluating automated systems in Indian libraries. Thus, he had to make special efforts to develop a reference model each for Acquisitions, Serials Control and Circulation Control. The models are, however, derived from the models, check lists and similar studies available elsewhere in Western Countries (Boss -1979, 1981, 1982, 1986, 1992; Emily 1986; Library Systems Evaluation Guide 8v – 1983 -1988 and so on). However, they have been restructured to reflect the requirements in the Indian context.

Each model has a series of function involved in that particular operation i.e., Acquisitions, Serials control, or Circulation. For example, Acquisitions model has got functions like order production, Received Item Processing, Claims, Search, etc. In the model every function invariably has a number of features, although the numbers of features vary from function to function. Each of these features represents a specific requirement of an automated system. All the features together under a function will reflect a overall functional requirement.

Data Analysis-



As it is observed from the frequency tabulation, out of 10 libraries surveyed, majority of them (8) were supported by state government. While there were two libraries run by private institutes such as Nirma University nad DDIT.

Timings of Library

Descriptive Statistics-

	Minimum	Maximum	Mean	Std. Deviation
Timings of Library (Hours)	8	14	11.10	2.378

The descriptive statistics with respect to timings of library suggest that, the average working hours for all the libraries surveyed were 11 with a standard deviation of 2 hours approximately. While the minimum and maximum working of these libraries were observed to be 8 and 14 respectively

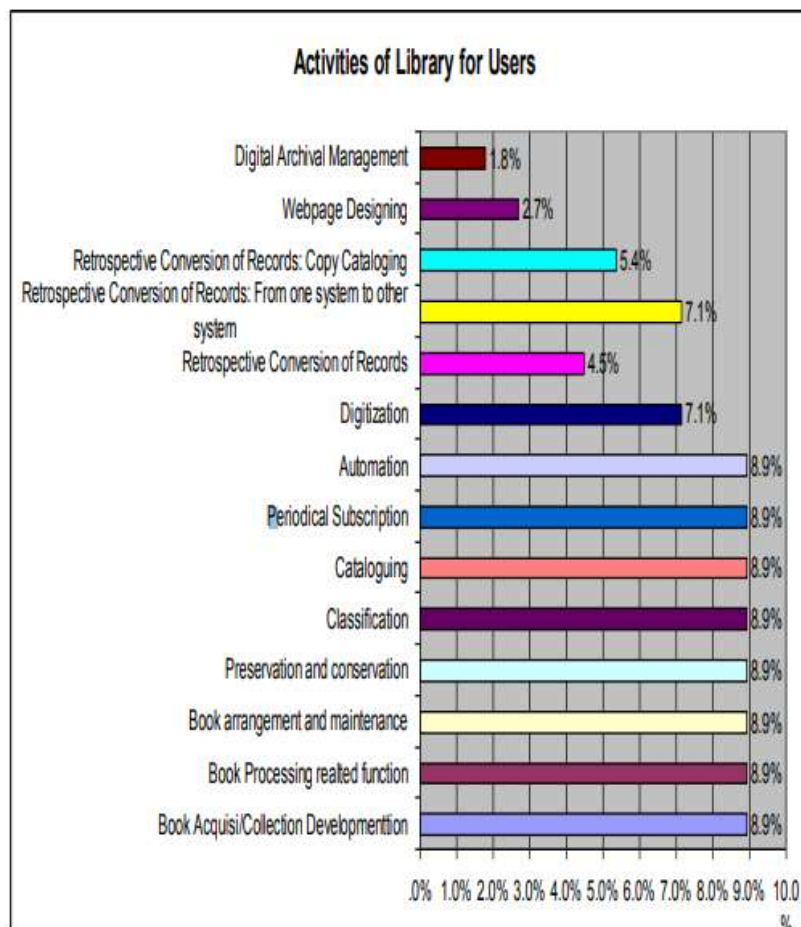
Knowledge Resources

Knowledge Resources	Responses	
	N	Percent
Book	10	11.6%
Journals	10	11.6%
Other Material	9	10.5%
Newspaper Clippings	10	11.6%
Online Database	10	11.6%
E Books	10	11.6%
E- Journals	10	11.6%
CDs	10	11.6%
Image Archives	7	8.1%
Total	86	100.0%

All the libraries surveyed were observed to have all the knowledge resources as can be seen from the above frequency tabulations. These included books, journals, newspaper clippings, online database, e-books, e-journals, CDs and image archives. Image archives and other materials were having less number of responses as compared to other category of knowledge resources.

Which types of activities/functions are performed by your library in users' point of view?

Activities/Functions of Library	Responses	
	N	Percent
Book Acquisition/Collection Development	10	8.9%
Book Processing related function	10	8.9%
Book arrangement and maintenance	10	8.9%
Preservation and conservation	10	8.9%
Classification	10	8.9%
Cataloguing	10	8.9%
Periodical Subscription	10	8.9%
Automation	10	8.9%
Digitization	8	7.1%
Retrospective Conversion of Records	5	4.5%
Retrospective Conversion of Records: From one system to other system	8	7.1%
Retrospective Conversion of Records: Copy Cataloging	6	5.4%
Webpage Designing	3	2.7%
Digital Archival Management	2	1.8%
Total	112	100.0%



Conclusion

The study sought to examine the impact of automation on library services of selected management institute libraries in Aligarh by taking samples from management students who are pursuing MBA courses and by chief librarians of four management institutes. The study demonstrated how automation of libraries of new professional institutes are functioning in an effort to meet at least the minimum requirements necessary to facilitate the users' extensive and complex informational needs and demands. Overall, it is a well-established fact that the library and information system is the essence of any institute and needs to be strengthened through automated libraries – assuring that in this dynamic era of vast informational needs, the right information is given to the right person at the right time.

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