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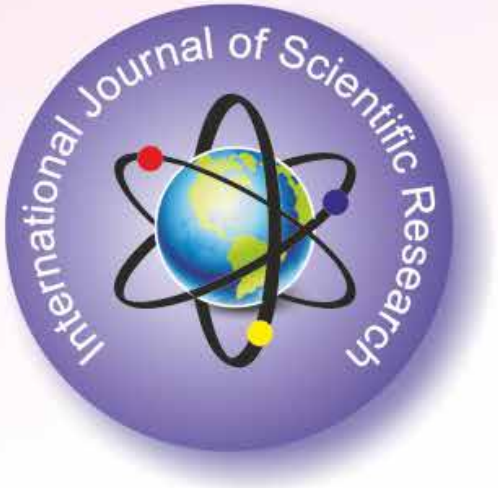

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Research Paper

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Collection And Services Of Special Libraries In Raebareli (India): A Survey

Library Science

KEYWORDS :

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ABSTRACT

Library plays a vital role in collecting, organizing and disseminating information for the benefit of researchers, students, faculty member and others. Information technology has played tremendous role in library and information services. This paper is a result of a survey conducted to know the collection and services of special library of Raibareli district of Uttar Pradesh. It also highlights the status of library building, automation, strengths of staff, IT competencies among library staff, source of information, library network, equipments, library services offered by library etc. therefore, It was concluded that in order to meet the challenges, emerging out of library services and management, suggestions have been given to enriching and effective delivery of information services to compete the faster growing environment.

Introduction:

"Modern technology is changing mankind as much as it is changing our planet. Library management and services is one field where new technological innovations make a greater impact."5 In present era many institutions are growing in various fields related to human specific activities. These institutions are specific in nature and subject. The diverse information need of the society enforce the development of special libraries. Many special libraries are functioning under the parental organizations to cope up different information needs of the users. Due to the aforesaid of problems many libraries subscribe various kind of resources like printed resources as well as electronic resources. Information technology has tremendous impact on the development of the library activities and information services. Today's many library and information centers are utilizing information technology to deliver information services to their users. Its impact also observed in the development of collection and services. Apart from the above said functions special libraries also playing an important role in the field of research and development on the basis of their qualitative collection.

Special library Special library generally deals with the specialized collection, services and users. Most of the special libraries are attached with the institutions these may be academic, research, hospital and industrial etc. Special library fulfills the objectives of their parental organization and perform very crucial role for the generation, storage and effective use of information. It collects, maintains, stores and retrieves information according to the requirements of the parental organization. It also consolidates various kinds of information and data to tenders a range of services to its users.

Objectives

The following objectives have been formulated for the proposed study:

- To investigate the availability of the staff, resources and equipments in special libraries.
- To discover the availability of print as well as electronic resources in Special Libraries.
- To explore the library services offered by all the special libraries situated at Raibareli District.
- To find out IT Competency among library staffs working in the special libraries.

Methodology A survey was designed to explore information about the collection and services of special library and as well as other factors associated with their development and use. The well structured questionnaire was formulated to collect authenticate primary data/information. The questionnaire includes open and close ended questions for the respondents. In order to explore the information form special library, the questionnaire is circulated to the professionals and filled questionnaires were collected personally. After collecting of the questionnaires the data were classified, tabulated and analyzed in the light of present facts. The descriptive statistics were used for the interpretation of the data. After interpretation of the data the findings were presented in form of conclusion.

Scope: The scope of the study is confined to the following institutions due to various reasons.

- National Institute of Fashion Technology, Raibareli
- National Institute of Pharmaceutical Education & Research, Raibareli
- Footwear Design and Development Institute, Raibareli
- Rajiv Gandhi Institute of Petroleum Technology, Raibareli

Data Analysis: After collection of the data the next step is classification, coding and tabulation of the data. The data analysis and interpretation includes managing, editing, analyzing and interpreting data. After analyzing of the data the one can get the answer of the question/objective/hypothesis which he/she has created at the beginning of the study.

Questionnaire response:

Institutions	Questionnaire Distributed	Questionnaire received	Response %
NIFT	1	1	100
NIPER	1	1	100
FDDI	1	1	100
RGIPT	1	1	100
Total	4	4	100

The aforesaid table represents the details of the sample collected for the study, which represent adequate number of response by the special library. The four questionnaires circulated and filled questionnaires were collected in form of the response. The total response percentage was 100%.

Details about Institutions

	NIFT	NIPER	FDDI	RGIPT
Year of establishment	2007	2008	2008	2008
Total No. of users	300	37	1343	380
a) Students	250+	33	1250	300
b) Research scholar	00	00	00	10
c) Staff	50+	04	93	70

The above table shows the details of the institution establishments, total number of users i.e. students, research scholars, staff. Except FDDI other special libraries have very less number of library users due to specialized collection and nature of the institutions.

Table 2. Status of Separate Library building

	NIFT	NIPER	FDDI	RGIPT	Total	Response %
Yes	-	-	-	√	1	25
No	×	×	×	-	3	75%

Above table depicts that NIFT, NIPER and FDDI don't have separate building to function the library services where as RGIPT does not a separate building has. It also observed that the special library has small setup in the parental organization to achieve aims and objectives of its parental organization. Thus the most of the library don't have separate library building.

Table-3. Access of the Library

	NIFT	NIPER	FDDI	RGIPT	Total	Response %
open	√	-	-	√	2	50
close	-	-	-	-	-	-
Partial open	-	√	√	-	2	50

The aforesaid table shows that only 50 % of the special library in Raibareli District offer open access where as 50% allows only partial open access.

Table-3: Strength of library staffs.

	NIFT	NIPER	FDDI	RGIPT
Professionals	01	01	02	02
Non- Professionals	02	01	03	02

The above table highlights that strength of library professionals are not sufficient due the various reasons like not sufficient grants, non availability of competent professionals, sanctioned library posts, etc.

Table-4. IT Competency among library staffs

	NIFT	NIPER	FDDI	RGIPT	Total	Percentage
Fully competent	-	√	-	√	2	50%
Partial competent	√	-	√	-	2	50%
Not competent	-	-	-	-	-	-

The aforesaid depicts that NIPER and RGIPT have 50% fully competent staff on the other side NIFT and FDDI have 50% partial competent staff.

Table-5. Status of Library Automation

	NIFT	NIPER	FDDI	RGIPT
Library is automated	√	√	√	√

The data of the above table explain that all the special library have been automated for the modernization of library activities and services. As we all are aware that the modernize library are capable to deliver right information to the right user at right time.

Table-6. Library Staff

	NIFT	NIPER	FDDI	RGIPT
Librarian	-	MPhil	-	PhD, MLISc, BLISc
Dept. Librarian	-	-	-	-
Asst. Librarian	MLISc	-	MLISc	PhD, MLISc, BLISc
Classifier	-	-	-	-
Cataloguer	-	-	MLISc	-
Translator	-	-	-	-
Accountant	-	-	-	-
Steno	-	-	-	-
Clerk	-	-	-	-
Any other	-	-	-	-

The above table highlights that the special library don't have sufficient library staff for delivery of information services to the library users. All the special library of Raibareli District do not have adequate staff due to various reasons like newly setup , unavailability of sectioned post, crunch of fund, etc.

Table -5. Source of Information Available in Library

	NIFT	NIPER	FDDI	RGIPT	Total	Response %
Print	-	-	-	-	-	-
Electronic	-	-	-	-	-	-
Both	√	√	√	√	4	100

The aforesaid table represents that the entire special library of Raibareli district have both kind of information resources i.e. print as well as electronic resources. The electronic resources are necessary for the cope up the diverse information need of the library users.

Table- 1.9 Library Collections

	NIFT	NIPER	FDDI	RGIPT
Book	2500+	800	8000	5000
Reference books	1000+	50	1000	-
Magazines	26	05	50	40
Current periodicals/ journals	65	06	25	40
Research reports	-	300	-	100
Patent	-	-	-	-
Standard	-	-	-	100
Cassettes	-	-	-	-
CD-ROMs	1000+	10	800	200
Magnetic taps	-	-	-	-
Databases	-	-	-	5
E-Books	2500+	10	100	-
E-Journals	07	-	-	5000

The above table depicts that FDDI are having maximum number of books (8000) in comparison to RGIPT, NIFT, NIPER. It is also highlights that majority of the libraries are subscribing good number of periodicals/Journals, CD-ROMs, e-journals and E-books, etc.

Table-7. Services Offered by Library

Name of the services	NIFT	NIPER	FDDI	RGIPT	Total	%
Circulation services	√	√	√	√	4	100%
Reference services	√	√	√	√	4	100%
Reprography services	√	√	√	√	4	100%
Translation services	-	-	-	-	-	-
Inter library loan	√	-	-	√	2	50%
Bibliography services	-	√	√	-	2	50%
Indexing services	-	√	√	-	2	50%
CAS/SDI	√	√	√	√	4	100%
Literature search	-	√	-	√	2	50%
E-journals	√	-	-	√	2	50%

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Online database search service	√	√	√	√	4	100%
Blogs	√	-	-	√	2	50%
FAQ	-	-	-	√	1	25%
Any other	-	-	-	-	-	-

Circulation services, Reference services, Reprography services, CAS/SDI, Online database search service are offered by all the special libraries where as Inter library loan, Bibliography services, Indexing services, Literature search, E-journals and Blogs are offered by (50%) libraries while only few (25 %) libraries initiated FAQ services for library users.

Table-. Equipments Available in the Library

Equipments Name	NIFT	NIPER	FDDI	RGIPT
Computers	05	02	03	07
Printers	01	01	01	02
Scanners	01	01	01	02
Projector	01	01	01	01
Barcode Readers	01	01	01	01
Photocopier	01	01	01	01

The above table shows that RGIPT are having maximum number of computers rather than NIFT, NIPER and FDDI. It's also described that RGIPT has much more no. of equipments in comparison to other these libraries. All the libraries have necessary equipments for the smooth functioning of the library.

Table-7 Library Network

	NIFT	NIPER	FDDI	RGIPT	Total	Percentage
Yes	√	√	√	√	4	100
No	-	-	-	-	-	-

This table is presenting that all these special libraries are providing networking facility to the users by which the availability of information can easy and speedy. Library networking is very important medium for joining more libraries together.

Table-. Type of Network

	NIFT	NIPER	FDDI	RGIPT	Total	Percentage
LAN	√	√	√	√	4	100%
MAN	-	-	-	-	-	-
WAN	-	-	-	-	-	-

This table throws light on the area networking where all these special libraries like NIFT, NIPER, FDDI and RGIPT are using local area networking for the transferring data but on the other side lacking of MAN and WAN looks in all these libraries.

Conclusion:

The study reveals that most of the library don't have separate library building in running under the parental organization. Special library have been automated for the modernization of library activities and services to deliver right information to the right user at right time. The entire special have both kind of information resources i.e. print as well as electronic resources and subscribing good number of periodicals/Journals, CD-ROMs, e-journals and E-books, etc. It is also depicts that all the libraries have necessary equipments and library network for the smooth functioning and easy access of information. 50 % of the special libraries are offering open access and rest of partial open access. It is also emphasize through data analysis that strength of library professionals are not sufficient and only 50% fully and 50% partial competent staffs are available in the studied libraries. The Various services like Circulation services, Reference services, Reprography services, CAS/SDI, Online database search service are offered by all the special libraries where as Inter library loan, Bibliography services, Indexing services, Literature search, E-journals and Blogs are offered by (50%) libraries while only few (25 %) libraries initiated FAQ services for library users.

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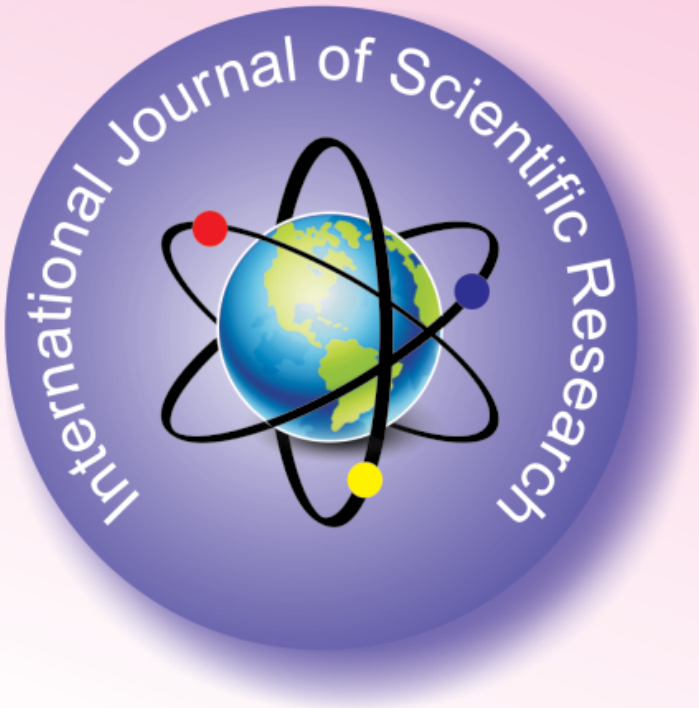

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