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Research Papers



Library Automation: An Overview

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Abstract

Library is a service oriented institution. It offers various services to users. With the help of automation, library gives the services very effectively, fast and accurately. This article focused on the overview of library automation. It discusses meaning of Library automation, its need, Areas, requirements, Advantages, Implementation, services and barriers etc.

KEYWORDS :Library, Library automation, Library services.

information retrieval fields such as information retrieval, automatic indexing and abstracting and automatic textual analysis.”

1. INTRODUCTION

Library is a social institution. It plays a very important role in the society. It is a heart of educational institution. It offers various functions to the users. Now a day ICT applied in the work of library. By the use of ICT library provides different services very effectively. In libraries various works are repetitively. In this situation computer works very effectively and accurately. In the age of information technology users demands are diversified they want the information quickly. To satisfy the demands of users library gives the various services. But manually, library takes more time to deliver the services. By the use of ICT, library gives the services very effectively and quickly. To deliver services quickly, effectively and to save the time of users, library staff and to avoid duplication of work, the need of library automation is created.

Encyclopedia of library and information science defines “Library Automation is the use of automatic and semiautomatic data processing machines to perform such traditional library activities as acquisitions, cataloguing, and circulation. These activities are not necessarily performed in traditional ways, the activities themselves are those traditionally associated with libraries, Library automation may thus be distinguished from related fields such as

2. NEED OF LIBRARY AUTOMATION

The various factors that necessitated changing a manually operated library system an automated library system are as follows.

1. Information explosion.
2. Availability of information in various formats (Print, nonprint, graphical, audio visual etc.)
3. Different approaches and needs of user.
4. Limitation of library (time, space & Human power).
5. Duplication in house keeping operation.
6. To well management and retrieval of information.
7. To search national and international database.
8. Impact of communication technology.
9. Increasing number of users.
10. To obtain increased operational efficiencies.
11. To improve the quality, speed and effectiveness of services.
12. To improve access the resources on other networks and systems, including the web.
13. To improve the management of their physical and financial resources.
14. To facilitate wider dissemination of their information products and services.
15. Enable their participation in resource. Sharing library networks.

3. AREAS OF LIBRARY AUTOMATION

Areas of automation in libraries can be categorized into two:

1. House – Keeping operations

- Acquisition
- Classification
- Cataloging
- Indexes and Thesauri
- Circulation
- Stock-taking
- Serial control

2. Information Handling

- Current awareness services
- Selective dissemination of information
- Retrospective search systems

4. BASIC REQUIREMENTS OF LIBRARY AUTOMATION

1. Adequate collection
2. Financial assistance
3. Hardware
4. Software
5. Trained staff
6. User training
7. Maintenance and development

5. ADVANTAGES OF AUTOMATION

Automation has the following advantages:-

1. Large data can be handled with ease and accuracy.
2. Operates at a great speed and promptness.
3. High rate and better quality in performance.
4. Labour saving.
5. Cost effective.
6. Ease in functioning.
7. Avoids/eliminates duplication of work.
8. Greater manipulation possible.

6. IMPLEMENTING LIBRARY AUTOMATION

Library automation, which started in late 70's in few special libraries, has now reached the university libraries. It is yet to take off in college libraries in India. Library automation refers to the use of computers in the routine and important services of library. Automation of a library has mainly to components, viz. computerization and networking computerization will help a library to modernize its in-house operations while networking will allow it to access other libraries for the exchange of information.

7. AUTOMATED LIBRARY SERVICES

Information services are provided to assist people and enable them in solving their problems

and decision making. Modern Libraries and information providing a variety of documentation and information services to support research and development, marketing and trade, management and all other programmes related to the development of institution.

Mahapatra has given the following automated services are:-

1. Current awareness service (CAS)
2. Online search service
3. Printed indexes
4. Selective Dissemination of information (SDI)
5. Inter library loan
6. Stock verification
7. Reference service

8. BARRIERS OF LIBRARY AUTOMATION

Ramesh has given the following barriers faced by the library during automation.

1. Fear of adverse impact on employment.
2. Apprehension that the technology could be too expensive.
3. The library staff has to undergo extensive training.
4. Lack of support from the management, may be owing to budget constraints.
5. Retrospective conversion of data.

9. CONCLUSION

In the age of ICT users demands are diversified, they need different types of information quickly, accurately, effectively and current. In this situation manually services has limitations. But by the use of library automation, different types of services can be offered quickly, accurately and effectively without duplication of work. It needs adequate collection, financial assistance, Hardware, software, trained staff, user training, Maintenance & development etc.

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