APPENDIX -01

QUESTIONNAIRE FOR LIBRARIAN

Tick (√) in the appropriate bracket

Section – 01 General Information

1. Name of the University: .................................................................

2. Address : .................................................................................

3. Name of the Library : .................................................................

4. Library Webpage URL : ..............................................................

5. Library Collection : ....................................................................

6. Library Working Hours : ..............................................................

7. No. of Library Users
   a. Faculty/ Teaching : .........................................................
   b. Research Scholars: ......................................................
   c. Post Graduates : ............................................................

Section – 02 Library Automation

8. Name of the Library Software : ..................................................

9. Year of Installation : .................................................................

10. Year of starting OPAC facility : ............................................... 

11. OPAC Availability
    a. Only in Library (Library LAN) ( )
    b. Entire Campus (CAN) ( )
    c. Website (WAN) ( )
12. OPAC Link on Website (i.e. WEB-OPAC)       Yes (  )       No (  )
13. Do you have Server for LMS                 Yes (  )       No (  )
14. Number of Computers for OPAC in Library     : ........................

Section – 03 Library Orientation and Resource Searching

15. Does your Library organize Library Orientation for Library Members
    Yes (  )       No (  )

16. If yes then how many times

    One (  )       Two (  )       More than Two (  )

17. Does it include training on use of OPAC
    Yes (  )       No (  )

18. Did it help in improving searching of Books in Library
    Yes (  )       No (  )

19. Does your OPAC have help button or there is help display near OPAC terminal
    Yes (  )       No (  )

20. Does your Library has Card Catalogue with OPAC
    Yes (  )       No (  )

21. If yes, Card catalogue is also updated along with OPAC
    Yes (  )       No (  )
Section – 04 Library OPAC

22. What type of documents covered in OPAC
   a. Books ( )
   b. Periodicals ( )
   c. Theses ( )
   d. Non-Book Material ( )
   e. CD/DVD ( )
   f. Cassettes ( )
   g. Microfilms/ Microfiche ( )
   h. Maps/ Charts etc. ( )

23. Types of Searches available
   a. Simple / Basic ( )
   b. Advanced / Complex ( )
   c. Boolean ( )
   d. Truncation ( )
   e. Phrase Search ( )
   f. Browsing Capability ( )
   g. Word Adjacent Search ( )
   h. Proximity Search ( )
24. Access points covered by your library OPAC

a. Keywords (   )
b. Author (   )
c. Title (   )
d. Accession Number (   )
e. Subject heading (   )
f. Class No. (   )
g. Call No. (   )
h. ISBN/ ISSN (   )
i. Publishers (   )
j. Place of Publication (   )
k. Year of Publication (   )
l. Series (   )
m. All Fields (   )

25. What types of Search methods & strategies are available

a. Display search strategy (   )
b. Save & Search strategy (   )
c. Search History (   )
d. Search Limit (   )
e. Example of search (   )
f. Sorting records (   )
g. Ranks output by relevance (   )
26. What types of Bibliographic Displays are available
   a. Brief/ Short Display (   )
   b. Detailed / Full Display (   )
   c. MARC Display (   )
   d. Catalogue Card Form Display (   )
   e. Customizable Display (   )

27. What types of user assistance & on-screen help are available
   f. Provision of contextual help messages (   )
   g. Provision of Online tutorial (   )
   h. Provision of list of search types (   )

28. What types of services & facilities are available in OPAC
   a. Online Renewal (   )
   b. Online Reservation (   )
   c. ILL (   )
   d. Link to other E-Resources (   )
   e. Suggestion and Comments (   )
   f. RSS Feed (   )
   g. Add to Cart (   )
29. What types of General features are available in OPAC
   a. Login to Account
   b. Customization of OPAC as per Library
   c. Use Instructions

30. What types of Other features are available in OPAC
   a. Multilingual (Marathi, Hindi, Urdu etc.)
   b. New Arrivals List
   c. Library News
   d. Book Cover Page Display
   e. About Library
   f. Result export to MARC format
   g. Spell checker

Any other comment
...........................................................................................................................................
...........................................................................................................................................
...........................................................................................................................................

Name: .......................................................... Signature with Stamp

Designation: .................................

Thank you very much for your co-operation and valuable contribution