Dear Sir/Madam,

The undersigned is working as Senior Research Fellow in the Department of Library and Information Science, Guru Nanak Dev University (GNDU), Amritsar. For the research work, I require some data. For collecting the data, an enclosed questionnaire has been designed which may kindly be filled up. This questionnaire covers a variety of topics pertaining to information literacy instruction. The goal of this questionnaire is to help the researcher to assess information literacy instruction provided by your library in order to make some recommendations which will respond better to your needs. Please read the questions carefully and tick mark the relevant. Your kind cooperation in filling this questionnaire would be highly appreciated. I assure you that the data received from you will be used only for my research purpose and kept confidential.

Thanking you in anticipation for your kind cooperation.

Supervisor

Dr. Amritpal Kaur                                          Sarman
Professor & Head,                                         (Senior Research Fellow)
Dept. of Lib. & Inf. Sc.sahil_sahilsk@yahoo.co.in
G N D University.sahil_sahilsk@rediffmail.com
Amritsar

Name: _______________________________
Qualifications: _______________________________
Gender: _______________________________
Work experience as Librarian: _______________________________

LIBRARY PROFILE
Name of the Library: _______________________________
Year of Establishment: _______________________________
Total library staff:
- Technical: ______________
- Non-technical: ______________
- Professional: ______________
- Semi-professional: ______________

Budget of the library for the current year (2012-13):

<table>
<thead>
<tr>
<th>Total Budget</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>University</td>
<td>Library</td>
</tr>
<tr>
<td>Print</td>
<td>Electronic</td>
</tr>
</tbody>
</table>

Library collection:

<table>
<thead>
<tr>
<th>Category of documents</th>
<th>No. of documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books:</td>
<td></td>
</tr>
<tr>
<td>Back sets of journals</td>
<td></td>
</tr>
<tr>
<td>E-Books</td>
<td></td>
</tr>
<tr>
<td>Magazines/Newspapers</td>
<td></td>
</tr>
<tr>
<td>Theses/Dissertations/Project reports</td>
<td></td>
</tr>
<tr>
<td>CD/Floppies</td>
<td></td>
</tr>
<tr>
<td>Microfilms</td>
<td></td>
</tr>
<tr>
<td>Manuscripts/Rare Books</td>
<td></td>
</tr>
<tr>
<td>Maps</td>
<td></td>
</tr>
</tbody>
</table>
Journals subscribed

- Indian
- Foreign

E-Journals only
Print + online free
Print + online subscribed

Databases subscribed

**Library membership:**

<table>
<thead>
<tr>
<th>Category of members</th>
<th>No. of members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students</td>
<td></td>
</tr>
<tr>
<td>Research scholars</td>
<td></td>
</tr>
<tr>
<td>Teachers</td>
<td></td>
</tr>
<tr>
<td>Non-teaching employees</td>
<td></td>
</tr>
<tr>
<td>Affiliated college teachers</td>
<td></td>
</tr>
<tr>
<td>Special members</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Information Literacy (IL) Instruction:**

1. Do you provide information literacy instruction to the users?
   a) Yes
   b) No

2. If yes, form of library instruction provided in your library:
   a) Formal instruction
   b) Informal instruction
   c) Both formal and informal

3. Content of IL instruction provided (Tick all that apply):
   a) Library collection searching using catalogue cards/OPAC
   b) Information searching via internet
   c) Information searching from other sources
   d) Instruction on assessment criteria
   e) Instruction concerning legal, social or ethical use of information
   f) Instruction on developing a research topic
   g) Instruction to design and structure a research paper
   h) Any other, please specify__________________________________________
4. Have you organised any seminars/workshops/user awareness programme/s during the last five years on “Information Literacy.”
   a) Yes
   b) No

4.1. If yes, please specify the name of the programme & year:
   a) __________________________________________________________
   b) __________________________________________________________
   c) __________________________________________________________
   d) __________________________________________________________
   e) __________________________________________________________

5. Do you offer service of mailing list/discussion list on information literacy?
   a) Yes
   b) No

6. Is your library’s homepage contains link to any online IL tutorial?
   a) Yes
   b) No

6.1. If yes, you have:
   a) Developed your own online tutorials
   b) Provide links to online tutorials created by other libraries or database vendors

7. Do you consider the need of Faculty-Librarian collaboration to develop and demonstrate information literacy content?
   a) Yes
   b) No

8. Future plans for the promotion of IL instruction in your library:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

Your comments are welcome: __________________________________________
   __________________________________________________________
   __________________________________________________________

Signature of the Respondent

Thanks for your co-operation