CHAPTER -7

FINDINGS AND SUGGESTIONS
Information is the fourth necessity of society. Human being lives in a society, as a human being needs food cloth and shelter to live in the society like wise human being needs information in order to be up to date with the society.

Human being tries different means in order to remain up to date so that means the one important means is the library. Because of those human beings remains up to date. Seeing the necessities of the uses different services are given in the library. By which the uses fulfils his necessities regarding information.

Fourth law of library science Saves the time of the reader in which the time of user be kept in mind and services be provided in the library. Taking into consideration the time of the reader, change has come in the concept of library, where by the computerization, Digitalization of library started happening, and the library come of be known as information center.

By the computerization of library, changes have come in the services provided by the library; the meaning of Digitalization is that the complete information available in the library should be provided to the user in Digital form.

**Findings and Suggestions**

In the recent studies, the condition of higher education institutes of Madhya Pradesh and Chhattisgarh was observed and the findings are as following. The suggestions are given immediately below each finding-

1. **Collection** - In the studies we come to know that in the 82 Academic Institutes, collection of 2842512 books are there 3508 in the digital form which is 12341% of the complete collection of books *(see p.42).*
• **Suggestions** - In fact the purpose is not to count or see the number of books. In general interest it is always better to have as many books as possible to help readers. The objective is to digitize books, serials, in the library irrespective of their number. To make different services of library smooth, quick and reliable.

2. **Classification** – In the 80% institutions classification has been done out of which in 60% of institutions the use of DDC is in force, in 40% of institution arrangements are done according to the subjects *(see p.43)*

• **Suggestions** - Classification is the most important aspect of library and in order to digitize it, a proper arrangement will help in making digital form of materials. Few modifications will be required according to set of software.

3. **Cataloging** - in the 70% of institution cataloguing has been done out of which in 20% of libraries, card form of catalogue are used 30% in the register from in the 28% of libraries cataloguing is done by the computer.(see p.43)

• **Suggestions** - Certainly more and more libraries need to use automated cataloguing at the earliest.

4. **Circulations** - in the studies we came to know that circulation is been done in 100 % of library from which different methods system are being accepted in the ledger method in 50% of library it is used in the card form 24.39% and by computer 25.6% of library are being done.(see p.44)

• **Suggestions** - This is one of the direct applications of digital library. A user should not wait a long either in borrowing or returning books. Even, in presence of bar code reader, the user has to give the book and staff will read the entries in one minute by passing it through a bar code scanner.
5. **Automation in library** - we come to know through studies that in 52% of library, computers are being used. *(see p. 75)*

*Suggestions* - Definitely 100% libraries should have enough number of computers. Computers are not only required for circulation, maintenance of data but also that readers should use it to read online text and literature.

6. **Software** - By the studies we came to know that in 35 institutions the sorts of Automation are being done. Out of which in 77% the soul is being used in 8.5% of Libraries CDs/ISIS and self-made are being used and 3% Libman and Libsys are being used. *(see p. 75)*

*Suggestions* - It will be useful to buy software whatever be according to need of individual library or the familiarity of the library technical staff.

7. **Internet facility** – Internet facilities are available in 26 of institutions E-mail Facility are available in 25 institution. Internet is the backbone of today’s library and every educational institute should have a fast inter. *(see p. 75)*

*Suggestions* - Internet is the backbone of today’s library and every educational institute should have a fast inter. once the library is digitized, then user will use Internet to search literature related to his/her subject or interest. In fact Internet is the main component of present day library system. There can be Local Area Network (LAN) to connect all local nodes inside the library initially. These local nodes can have access to Internet using VSAT or Broadband or ISP services.
Overall Suggestions / Recommendations

In an ideal situation, I will suggest that the library personnel should visit some reputed library of the country, also known by internet, the big libraries of the globe using search engines, this will give them a good exposure about services. At the first level, the entire material in the library needs to be maintained on discs for its management, circulation point of view. The discs containing knowledge database of various subjects should be collected and kept in the library so that students, readers can avail it. All the computers in a library should be connected at the local level and then at global level using Internet. The entry of each book, magazine in library should be put on the net so that a user can know whether the book related to his interest is available in the library or if so then whether it is not already issued to some other user. If issued then when the book will be released by him and keep the demand of the user interested in queue if any. In case of very big libraries or many libraries in the same campus, user should also know where exactly his book is available and in which location as there will be thousands of book racks in a library so there should not be any difficulty in searching a book in quick time. The entry or issue of a book should also be through bar code reader so that user does not have to wait a long due to typing time.

Certainly, there is no limit of improving a library, always there are scopes. Only thing is the status of the concerned institute, its budget and other infrastructure but it does happen that many times we feel that some system will be complex or expensive but it really does not. It is possible that the system which are afraid to adopt as we feel it could be expensive or not useful can be cheap than the conventional systems and could draw lot of users. Thus it would suggest adopting as much latest techniques as possible.