Dear respondent,

I am a school librarian from Vadodara. I am registered for Ph D in the Department of Library and Information Science, M.S. University of Baroda under the guidance of Dr. Shyama Rajaram. My topic of research is 'Role of school librarians in promoting information literacy among the school students'. I would be very grateful if you could answer the following questions. I assure you that the information provided by you will be kept confidential and will be used only for academic purpose.

Thanking you,

Juin Dutta

Note: Please tick mark (✓) at the appropriate answer/s.

Qn 1. How many library periods does a particular class (VII, VIII, IX) have in a week?

<table>
<thead>
<tr>
<th>Class</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>More than 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>VII</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VIII</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IX</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Qn 2. Are the students allowed to come to the library any other time?

<table>
<thead>
<tr>
<th>Yes, whenever they want to</th>
<th>During recess</th>
<th>After school hours</th>
<th>No</th>
</tr>
</thead>
</table>

Qn 3. How many books are the students allowed to take for home reading at a time?

<table>
<thead>
<tr>
<th>Class</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>More than 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>VII</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VIII</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IX</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Qn 4. Do you keep your library open during vacation?

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>For how many hours?</td>
<td>Why?</td>
</tr>
</tbody>
</table>

Qn 5. What are the services/activities provided/organised for the library users?

<table>
<thead>
<tr>
<th>Circulation</th>
<th>Reference service</th>
<th>Current Awareness Service</th>
<th>Reading room facility.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inter library loan</td>
<td>Reprographic service</td>
<td>Internet service</td>
<td>Competitions related to reading eg. Book Quiz,</td>
</tr>
</tbody>
</table>
Qn 6. For what purposes do the students use the library?

<table>
<thead>
<tr>
<th>Academic</th>
<th>Extra curricular activities</th>
<th>Entertainment</th>
<th>Any other</th>
</tr>
</thead>
</table>

Qn 7. Is there any fine system for delay in returning the books?

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

Qn 8. Do the teachers discuss with you before giving any project to the students?

<table>
<thead>
<tr>
<th>Yes, teachers always check what sources are available in the library.</th>
<th>The teachers request for the specific source to be acquired in the library before giving the projects.</th>
<th>Projects are given according to the curriculum. So, there is little scope to check with the librarian.</th>
<th>Any other answer?</th>
</tr>
</thead>
</table>

Qn 9. Do the teachers request you to help him/her in giving the projects to the students?
Qn 10. Would you like to assist the teachers in the classrooms while they give the projects to the students?

<table>
<thead>
<tr>
<th>Always</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Rarely</th>
<th>Never</th>
</tr>
</thead>
</table>

YES NO

Qn 11. What is your book selection procedure?

<table>
<thead>
<tr>
<th>The library committee does it.</th>
<th>The librarian alone decides.</th>
<th>Any other</th>
</tr>
</thead>
</table>

Qn 12. Do the teachers have any say over selection of books for the library?

<table>
<thead>
<tr>
<th>Always</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Rarely</th>
<th>Never</th>
</tr>
</thead>
</table>

Qn 13. Do the students have any say over selection of books for the library?

<table>
<thead>
<tr>
<th>Always</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Rarely</th>
<th>Never</th>
</tr>
</thead>
</table>
Qn 14. How do you help students who want any specific information?

<table>
<thead>
<tr>
<th>I show them the specific resource.</th>
<th>I help them in finding out the specific resource</th>
<th>I teach them how to find out information</th>
<th>I provide them the specific information</th>
<th>Any other?</th>
</tr>
</thead>
</table>

Qn 15. Do you provide user education on a regular basis?

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

If yes then how?

<table>
<thead>
<tr>
<th>Library tour</th>
<th>Lecture method</th>
<th>Demonstration</th>
<th>Audio-visual display</th>
</tr>
</thead>
</table>

Qn 16. Do you also provide bibliographic instruction for using reference books?

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

Qn 17. How do you help your students to evaluate the print resources of the library?

<table>
<thead>
<tr>
<th>I organize special lectures to tell them about different authors, publishers and their authenticity</th>
<th>No special lectures are organized for this purpose, but when students come to me I discuss with them.</th>
<th>Such occasion never arises</th>
</tr>
</thead>
</table>

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Qn 18. How do you help your students to evaluate the web resources of the library?

I organize lectures to tell them about different websites and their authenticity, currency, depth of handling the concept. I provide them specific websites. When they come to me I tell them to search through different search engines and choose the sites on their own. Such occasion never arises.

Qn 19. What is the extent of use of following information sources by your students?

Books:

<table>
<thead>
<tr>
<th>To a large extent</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Very less</th>
<th>Not at all</th>
</tr>
</thead>
</table>

CDs/DVDs

<table>
<thead>
<tr>
<th>To a large extent</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Very less</th>
<th>Not at all</th>
</tr>
</thead>
</table>

Web resources:

<table>
<thead>
<tr>
<th>To a large extent</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Very less</th>
<th>Not at all</th>
</tr>
</thead>
</table>

Newspapers/periodicals:

<table>
<thead>
<tr>
<th>To a large extent</th>
<th>Frequently</th>
<th>Sometimes</th>
<th>Very less</th>
<th>Not at all</th>
</tr>
</thead>
</table>
Qn 20. Would you like to organize the following programs during vacation?

1. Bibliographic instruction week
2. Short programs on 'Organisation of library',
3. Training program on Web browsing
4. Any other?

Qn 21. How do you utilize proxy/provisional periods?

Qn 22. What do you do to make your students independent users of library?
Qn 23. What is the total collection of the following materials in your library?

<table>
<thead>
<tr>
<th>No of Books</th>
<th>No of magazines subscribed</th>
<th>No of CDs/Audio Visual Materials</th>
<th>No of newspapers subscribed</th>
<th>No of computers for library use</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Qn. 24. What is the mission statement of your library?

__________________________________________________________________________
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Thank you for your co-operation.