QUESTIONNAIRE

Note: The information solicited through this questionnaires shall be kept confidential and only the group data will be used in the present research work.

I. BACK GROUND INFORMATION

1. Name:

2. Age [Please tick one box]:
   - 20-29 [ ]
   - 30-39 [ ]
   - 40-49 [ ]
   - 50-59 [ ]
   - 60+ [ ]

3. Sex: Male [ ] Female [ ]

4. Type of profession:
   [Special education, Psychology, Medical Science & Others specify]

5. Field in which working:
   [Mental Retardation, Hearing Handicap, Physical Handicap, Visual Handicap others specify]

6. Designation:

7. Name of the Institute/Organisation:

8. Highest Educational/Professional Qualifications obtained

9. Professional experience:
   [Please indicate the experience in the field working presently]

10. Languages known - Read:
     Write:
     Understand:
11. Do you to Library? Yes [ ] No [ ]
   If no, Please give reasons

12. Please give details of the Library you visit:

   SI. No.         Name of the Library    Frequency    Purpose
   1.             
   2.             
   3.             
   4.             

II. INFORMATION SEEKING: BEHAVIOUR/INFORMATION NEEDS INFORMATION USE

Please fill-in the questionnaire by marking a tick [ ] at the appropriate answer which express your view the best, provided again each of the questions. You may also choose more than one answer you feel necessary.

1. How long had you been a member of the Library?
   a: 0-3 Years [ ] b:3-6 [ ] c: Above 6 years [ ]

2. How much time on average you spend each week in reading in the Library?
   [ ] Hours

3. List the type of material you use in the order of rank in the Library.

   [Please rank them in the brackets given]

   [a] Books [ ]; [b] Journals [ ]; [c] Reports [ ]
   [d] Conference papers [ ]; [e] Audio-Visuais [ ];
   [f] Newspapers/Magazines [ ]; [g] Any other, Pl. Specify

4. Does your Library provide the following services
   [a] Abstracting/Indexing Services Yes [ ] / No [ ]

   If yes, Please specify ____________________________

   *[b] SDI services Yes [ ] / No [ ]

   *SDI = Selective Dissemination of Information, a manual/or computer aided tailor made service provided to the individuals based on their research interests.
Online search service Yes [ ] / No [ ]

Literature search services Yes [ ] / No [ ]

News paper clipping services Yes [ ] / No [ ]

Reference service Yes [ ] / No [ ]

Photocopy service Yes [ ] / No [ ]

Current contents>Title alert services Yes [ ] / No [ ]

Inter Library loan services Yes [ ] / No [ ]

Audio-Visuals Yes [ ] / No [ ]

State-of-art reports Yes [ ] / No [ ]

5. Are you aware of the following bibliographical databases/information sources in your area [Please tick the ones you are aware]

[a] MEDLARS Database
[b] ERIC [Educational Research Information centre] Database
[c] Psych. Info Database
[d] Disability abstracts database
[e] Science citation index
[f] Mental Health Abstracts
[g] Current contents
[h] Psychological Abstracts
[i] Excerpta Medica
[j] Index Medicus
[k] Exceptional Child Education Resources
[l] Indian Psychological Abstracts
[m] Any other, Pl. specify...

6. [A] Please indicate the resources you utilize in the order of rank in performing research activities. [Please rank then the brackets given] 

[a] Books/Monographs [ ]
[b] Journals [ ]

*A service with contents pages of recent/and forthcoming issues of scientific journals

**A report which indicates current trends [un evaluated] on specific area of research
-: 4 :-

[c] Subject Bibliographic [  ] [d] Abstract/Index Service [  ]
[e] Current Literature [  ] [ ] Computer aided literature
reviews
search services [ ]
done by Library (MEDLARS,
ERIC, or In-house data
bases)
[g] Meeting/Conferences [ ] [h] Discussion with colleagues [ ]
[i] Own personal files [ ] [j] Personal use of
database [ ]
   (pl. specify the database)
[k] Any other please specify

[B] Use the above list when answering the following questions
please indicate in order of preference the first sources
you would consult:
[a] When you are preparing a research article
1_________ 2_________ 3_________
[b] When you are preparing a proposal for a research project
1_________ 2_________ 3_________
[c] When you are preparing for a course/teaching material
1_________ 2_________ 3_________
[d] When you are preparing for consultant on service to the
professionals/institutions
1_________ 2_________ 3_________
[e] When you are designing training package for handicapped
persons
1_________ 2_________ 3_________
[f] When you are offering diagnostic/therapeutic services to
the handicap persons
1_________ 2_________ 3_________

*A list of published literature of different type types of
documents on a specific subject arranged systematically in a
predetermined order
7. [a] Please furnish information on your professional contribution during previous year/1992-1993

Number of:

<table>
<thead>
<tr>
<th>No.</th>
<th>Professional contribution/Research activity</th>
<th>Total no. of hrs spent in browsing &amp; reading the literature</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Articles published in journals</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Paper presented in conferences/seminars</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Monographs/Text books chapters published</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>INstructional/course material developed</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Research projects complete</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Budgetary/manower proposals made</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Workshops conducted</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Consultancy services for organisations and professionals</td>
<td></td>
</tr>
</tbody>
</table>

[b] Please indicate the time spent in the above research activities during 1992-1993, previous year.

8. How relevant and comprehensive do you think are the books and journals in your area of interest in the library?

   [a] Very High;   [b] High;   [c] Average;   [d] Poor
Please list out five most important journals in order of preference, as per your grading, in your area of research

1.

2.

3.

4.

5.

9. How much time it takes for you to find a required book in the shelves:
   [a] less than 5 mts.   [b] 5 - 10 mts.   [c] 1/2 hour

10. How often do you find the particulars given in the card index adequate to trace out a document you require?
    [a] Always     [b] Occasionally     [c] Never

11. Which type of reference material do you use? [please rank in order of preference in the brackets given]
    [a] Encyclopedias [ ]    [b] Directories [ ]
    [c] Almanac/Year books [ ]    [d] Dictionaries [ ]
    [e] Glossaries [ ]    [f] Atlases [ ]
    [g] Any other, please specify........................

12. Does your library promptly display?
    [a] Recent Publications Yes [ ] / No [ ]
    [b] Announcements Yes [ ] / No [ ]
    [c] Forthcoming Conferences/Seminars Yes [ ] / No [ ]
    [d] News items/other Yes [ ] / No [ ]

13. Which type of secondary periodicals you use in the library [please rank in order of preference in brackets]
    [a] Psychological Abstracts [ ]    [b] Exceptional child education Resources [ ]
14. How do you come across the information about a recent article/report book/periodical in your area of interest? Through: [Please tick on appropriate box]

[a] Abstracting/ Indexing periodicals  [ ]
[b] Bibliographic search service of Database  [ ]
[c] Subject bibliographies  [ ]
* [d] CAS Bulletines  [ ]
[e] SDI Service  [ ]
[f] Conferences/meeting  [ ]
[g] Discussions with colleagues  [ ]
[h] Library catalogues  [ ]
[i] By chance  [ ]
[j] Current contents  [ ]
[k] Any other, pl. specify  _____________

15. Does your Library access to any online computerised databases in your area?

Yes [ ] / No.[ ]. If yes, please specify _____________

*CAS = Current Awareness Service - It is a service intended to bring out latest techniques methods appeared in the literature to the notice of the professionals [users]
16. How often you request for the following service? [Please tick in the appropriate box]

<table>
<thead>
<tr>
<th>Service</th>
<th>More than 5-10 Nos per week</th>
<th>5-10 Nos per week</th>
<th>Less than 5 Nos per week</th>
<th>Never</th>
</tr>
</thead>
<tbody>
<tr>
<td>[a] Photocopy services</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>[b] Literature searches</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>[Incl. computer searches preparation of reading lists in given subject]</td>
<td></td>
<td></td>
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<tr>
<td>[c] Reference queries</td>
<td>[ ]</td>
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<td>[ ]</td>
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<tr>
<td>[Incl. queries on subject and general information]</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>[d] On-line searches</td>
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<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
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<tr>
<td>[e] Inter-library loan services</td>
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<td>[ ]</td>
</tr>
</tbody>
</table>

17. How frequently does your Library provide:

[a] Selective Dissemination of Information [SDI] Services

|--------------------|---------------------|------------------------|-------------------|------------------|------------|----------|

[b] Current Awareness services

|--------------------|---------------------|------------------------|-------------------|------------------|------------|----------|

18. Which service do you use most frequently? [Please give serial nos. in order preferences]

[a] Current awareness services [ ]
[b] News Paper Clippings services [ ]
[c] SDI service [ ]
[d] Reference service [ ]
[e] Literature search service [ ]
[f] Current contents/title alert services [ ]
[g] State of art report services [ ]
[h] Any other please specify.................................

...9...
19. Which services, in your view, are being provided inadequately by your Library? Please name the services below:

[a] [b] [c] [d] [e] [f]

20. Do you suggest any new services that should be started in your Library to meet your information needs [please indicate the services in order of preference].

[a] [b] [c] [d] [e] [f]

21. Does your Library organise any orientation programmes to educate the users on how to use different information sources and services available in the library.

Yes [ ] / No. [ ]

If yes how frequently these programmes are conducted?


22. Does your Library subscribe to any international Database on CD-ROM?

Yes [ ] / No. [ ]

If yes, Please name the database

23. [A] What are the working hours of your library

Please indicate the timings

[B] Is the present working hours are convenient for you

Yes [ ] / No. [ ]

If no, please indicate your convenient hours/modifications if any to keep open the library after office hours..................

*CD-ROM - Compact Disk Read Only Memory, a device used for storing large scale bibliographical data and textural information.
24. Do you have any suggestions to offer for the improvement of
your Library resources / services? Please indicate below:

Thankyou for your kind cooperation

SIGNATURE OF THE RESPONDENT