QUESTIONNAIRE FOR LIBRARIAN

1. Name of librarian
2. Qualification
3. Name of medical college
4. Year of Establishment of the Institution/organization
5. Name of library
6. Year of Establishment of the library
7. Nature of college
   (i) Govt            (ii) Autonomous            (iii)Private
8. Total Nos. of employee in your library
   (i) Professionals
   (ii) Semi-professional
   (iii) Non-professional
9. Library working hrs
   (a) Monday to Friday
   (b) Saturday
   (c) Sunday and other holidays
10. Access to stock (pleases tick)
11. Number of regular users of the library
    (a) Faculty
       (i) Professor’s           (ii)Astt prof           (iii)Associa. Prof
    (b) Post-graduate students
    (c) Graduate students
(d) Demonstrators

12. Is there a library committee

   Yes [   ]    No [   ]

If yes, is the librarian a member of library committee?

   Yes [   ]    No [   ]

If yes please indicate the role of librarian member/member secretary

13. Budget:(Total)-Please furnish budgetary allocation for the following year 2005-06

14. Present library Collections

   (a) Total No. Of text books/monographs

   (b) NO of bound journals (Indian)

   (c) No. of these and Dissertations

   (d) Total No. of microforms

   (e) Total no of Reference Sources

15. Numbers of journal Subscribed

   (i) Total no. of current journals

   (a) Indian   (b) Foreign

   (ii) Method of registration (pls tick)

   (a) Three card system [   ] (c) Register system [   ]

   (B) kardex [   ]   (d) Any other (please specify) [   ]

16. Organisation of library resources:

   (i) Please tick classification scheme used in library:-

   (a) DDC [   ]          (b) UDC [   ]

   (c) CC [   ]           (d) Any other (please specify) [   ]
(ii) Please tick the catalogue scheme used in your library:-

(a) CC [ ]  
(b) AACR-2  
(c) Dictionary catalogue [ ]  
(c) Any other (please specify)

(iii) Please indicate the circulation system used:-

(a) Network [ ]  
(c) Browne [ ]  
(b) Ledger [ ]  
(d) Any other (please specify)

17. Services:-

Please tick services offered by your library

18. Are these facilities available in your library?

Yes [ ]  
no [ ]

(i) Computer [ ]  
(ii) Telephone [ ]  
(iii) E-mail [ ]  
(iv) Audio visual [ ]

(v) Micro form/micro fiche reader [ ]

(vi) Internet [ ]

19. Whether your library utilizes the MEDLARS/MEDLINE Services Provided free of cost by national Informatics Centre, India?

YES [ ]

NO [ ]

20. Were there Department Library in your Organisation?

YES [ ]

NO [ ]

21. Please give your feedback for improvement of the present condition of your library.
22. Brief history of library (please supply any document giving information about your library)

Thank you very much for your kind co-operation. Would you please return this questionnaire at your earlier.

Place: ...........

Signature with Seal

From:-

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QUESTIONNAIRE FOR LIBRARY USER’S

1. Name
2. Sex
3. Age
4. Academic Qualification Studying
5. Name of institute where you are Working/studying
6. Designation (only for teacher)
7. Discipline (are of specialization) 
   (Only for teacher and P.G.students)
8. Teacher’s Experience (Please Tick)

<table>
<thead>
<tr>
<th>MBBS</th>
<th>MD/MS</th>
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<tr>
<td>Under 5 years</td>
<td>Under 5 years</td>
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<tr>
<td>6 to 15 years</td>
<td>6 to 15 years</td>
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<tr>
<td>16 to 25 years</td>
<td>16 to 25 years</td>
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<tr>
<td>25 to above</td>
<td>25 to above</td>
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</tbody>
</table>

9. Languages You know (please specify)
   (a) Indian
   (b) Foreign
10. Are you a member of any medical Professional body
    Yes.----------------- No.-----------------

11. Do you attend any conference/Seminars
    If yes please mention
    (a) International
    (b) National
    (c) Regional
    (d) Local

12. Please mention your publication: (only for teachers)

<table>
<thead>
<tr>
<th>No.</th>
<th>General articles</th>
<th>Text books</th>
<th>Research paper</th>
<th>Others (please specify)</th>
</tr>
</thead>
</table>

13. How often you use library? (please tick)
   (a) Frequently [ ]
   (b) Occasionally [ ]
   (c) Seldom [ ]
14. Average time spent in the library for searching/reading the documents/books your . (please tick)

<table>
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<tr>
<th>7 hours/week</th>
<th>8-14 hours/week</th>
<th>15-21 hours/week</th>
<th>22 hours/week</th>
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15. Do you think that information sources are available in your college library meet your requirements satisfactory. (please tick)

Yes.....[ ]  No......[ ]

16. Please indicate the purpose for using Library (more than may be tick)

(a) Teaching
(b) Research
(c) Self improvement
(d) Preparation for publication

17. Please indicate the types of sources of information you locating normally.(more than may be tick)

(a) Library catalogue
(b) Consulting Library staff
(c) Abstracting journal
(d) Indexing journal
(e) Book reviews
(f) Browsing library collection
(g) Book seller/publishers catalogue

18. What difficulties or problems you generally face in obtaining desirable information (more than may be tick)

(a) Lack of time
(b) Unfamiliarities with the source
(c) Inadequate library resources
(d) Library staff is not helpful
(e) Lack of suitable indexing/abstracting journal
(f) Lack of free access to library material due to Library rules and procedure
(g) Any other
19. Which libraries (other than institutional library) used
   By you for seeking desired information (more than one may be tick)
   (a) University library
   (b) National medical library (NML, India)
   (c) WHO library
   (d) AIIMS library, New Delhi
   (e) Own personal collection
   (f) Any other (please specify)

20. Which of the library services do you use (more than one may be tick)

<table>
<thead>
<tr>
<th>Name of services</th>
<th>Yes</th>
<th>No</th>
<th>SRBNP*</th>
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<tbody>
<tr>
<td>(a) Issue/return of books</td>
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<td>(b) Reference service</td>
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<td>(c) Indexing Service</td>
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<td>(d) Abstracting service</td>
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<td>(e) Inter-library loan service</td>
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<td>(f) Current awareness services (CAS)</td>
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<td>(g) SDI service</td>
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<td>(h) Photocopying service</td>
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<td>(i) Translation Service</td>
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<td>(j) Internet facility</td>
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<td>(k) Any other (please specify)</td>
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*SRBNP = Service required but not provided

21. Are the information service in your library adequate for your information needs?
   (a) Adequate
   (b) Inadequate

22. Are you aware of the use of information technology in various libraries?
   (a) Yes
   (b) No

23. Are you aware of the computer and internet searching facility in your library?
   (a) Yes
   (b) No
   If, yes are you availing the facility?
24. Can you search your desirable information through computer?
   (a) Yes
   (b) No

25. To which of the following international data base you have access?
    Yes                          No
    Medlars/medline
    Excerpta Medica
    Biosis and others

26. Kindly suggest improvement college library.

Thank you very much for your kind co-operation. Would you please return this questionnaire at your earlier.

Signature & seal

Place:..............
Name-----------------

Discipline----------

Designation--------