APPENDIX-1

PROFILES OF THE UNIVERSITY LIBRARIES

- Maulana Azad Library (Central Library), Aligarh Muslim University (AMU)
- Sayaji Rao Gaekwad Library (Central Library), Banaras Hindu University (BHU)
- Central Library, University of Allahabad (AU)
- Central Library, Jawaharlal Nehru University (JNU)
- Dr Zakir Husain Library (Central Library), Jamia Millia Islamia University (JMI)
- Central Library, University of Delhi (DU)
Maulana Azad Library is the central library of the Aligarh Muslim University which is World famous for its invaluable collections of manuscripts and rare books available in oriental languages. The Library caters to the educational and research needs of the academic community and its resources are consulted by scholars from all over the country and abroad. With its largest collection of printed Urdu books, it serves like the National Library of Urdu for scholars.

Sir Syed Ahmad Khan, a great social reformer and visionary of his time, established a school in 1875 which later became Mohammadon Anglo Oriental College in 1877 and finally transformed into the Aligarh Muslim University by an Act of Parliament in 1920. The foundation stone of the Library was laid by Lord Lytton, the Viceroy of India in 1877 and in the beginning the Library was named after him as Lytton Library.

Pt. Jawahalal Nehru, the then Prime Minister of the country laid the foundation stone of the present Library building 1955 who visited the University again in 1960 to inaugurate the Library. The present grand eight storied building is surrounded by 4.5 acres of land. In 1960 it was named after the great educationist, statesman & the first Education Minister of independent India, Mohiuddin Ahmad, popularly known as Maulana Abul Kalam Azad.

The Oriental Division of Maulana Azad Library comprises of about two lac printed books & periodicals including 10,000 documents belonging to rare category in Urdu/Persian/ Arabic/Hindi & Sanskrit which form the most significant part of the collection. Donations received from great bibliophiles and literary personalities are designated as special collections by the names of their donors. The Urdu collection with more than one lac books on almost all aspects of Indian life and culture forms the largest part of Oriental Division. A substantial number of rare and out of print publications of 19th century belong to the Scientific Society of Sir Syed Ahmad
Khan, Fort William College (Kolkata), Delhi College, Agra College and the Royal Printing Presses of the court of Delhi and Oudh.

The Library holds an invaluable collection of 15,162 rare manuscripts, one of which written on parchment in Koofi script is claimed to be inscribed by Hazrat Ali (the fourth Caliph of Islam) 1400 years ago. Several royal decrees of Mughal Emperors namely Babur, Akbar, Shahjahan, Aurangzeb, Shah Alam etc. and also translations of Sanskrit works such as Bhagwad Geeta, Mahabharata and Leelawati in Persian by Abul Faiz Faizi, a scholar in the court of Moghal Emperor Akbar are some of the highlights of the manuscripts collection of this Library. To quench their thirst of knowledge, the Library is frequented by the scholars of Orientalia and Medieval India. Yet another highlight of the Manuscript Collection is the painting of TULIP flowers, considered as magnam opus of Mansoor Naqqash, the celebrated artist in the court of Emperor Jahangir. Some other valuable Sanskrit works translated into Persian forming part of manuscript collection are Ayurveda in Telugu and Bhasha.

Of late, the Library has been modernized to provide computerized services to the University community at large. It includes provision for on campus wide access to online catalogue, online journals, two lac E-books and other digital resources. The Library has installed a network of CCTV and an automatic security gate that restrict the incident of pilferage and book theft respectively.

Special features of Maulana Azad Library

Established in 1877 as Lytton Library and shifted to present premises in 1960 to double story from front side and 8 storied stack areas in the backside.

Reading Halls: Five with a seating capacity of 1150

Regulations of Maulana Azad Library, A.M.U Aligarh

Membership:

1. The following classes of persons shall be eligible for membership of the library:

   a) Members of the University Court, the Executive Council, the Finance Committee etc.
b) University teaching and academic staff.

c) Members of the Administrative staff and the teachers of the AMU Schools.

d) Members of the University ministerial staff.

e) Students on the rolls of the University.

f) Students, teachers and research scholars of other recognized institutions provided they produce their bona fides to the satisfaction of the University Librarian.

2. In case of loss of a borrower's card; a new one will be issued on payment of Rs. 50/- A new card will be issued free of charge only when the previous one is wholly used up and returned to the library.

Circulation

1. Library Borrower Card is not transferable.

2. Member will return the Membership Card before leaving the University/Commencement of the examination.

3. In case of Loss of Books/Reading material issued to Member, member will replace the Book/deposit the cost assessed by University Library.

4. Member will return all books borrowed within due date failing which the fine accrued may be charged from me.

5. Books of the following description shall not be lent out:

   a) Mss (Manuscripts)

   b) Reference and rare books

   c) Books specially reserved

   d) Books of plates

   e) Theses, microfilms etc.
In case of (b), (c), (d) and (e) special permission may be accorded by the University Librarian.

6. The maximum number of books that may be borrowed at any time and the period for which they may be borrowed will normally be as follows. The number of books and the period of loan may, however, be increased by the University Librarian at his discretion, in the case of members of categories (a) and (b).

**Students:**

UG - Maximum 3 Books (only Text Books for 7 days, General book for 14 days)

PG - maximum 5 Books (only Text Books for 7 days, General book for 14 days)

Research Scholar - maximum 6 Books (only Text Books for 7 days, General book for 28 days)

**Note:** Notwithstanding the above general rule the University Librarian shall have the authority to change the duration of issue according to the various categories of books.

7. No text books shall be re-issued to the same member on the same day

8. Before getting books issued, members must immediately point out any mutilations to the issue Library Staff on duty, otherwise they shall be held responsible for any mutilations discovered on their return.

9. The University Librarian may, at any time, recall any book before the expiry of the period for which it was lent or withhold its issue

**Over Due Charges:**

1. A fine of 1 Rupee only text book & general book Rs 50 paisa per day per volume shall be charged only for members of category E. The University Librarian may, however, increase the rate of fine on text books and other classed books in order to dissuade the members to keep the books overdue for long.
2. Only members of categories A,B,C,D, and G shall be notified immediately the books become overdue; if the books are not returned within one week of the issue of third reminder the Cost of the books will be recovered through the Accounts Office from the salaries of the member concerned. In the case of members of the various administrative bodies the matter will be reported to the Vice-Chancellor.

3. Where a book has been marked, defaced, spoiled or damaged by a member in the library or while it was issued out to him the University Librarian shall at his discretion either impose a fine or require the member to pay the price of the book; in the later case the book shall be returned to the member if it can be replaced. If a volume belonging to a set it lost the member shall be required to pay the price of the whole in case it cannot be replaced, the incomplete set being returned to him.

SAYAJI RAO GAEKWAD LIBRARY, CENTRAL LIBRARY, BHU

Genesis/History

The Banaras Hindu University Library system, the largest University Library System in the country, germinated from a small but precious collection donated by Prof. P.K. Telang in the memory of his father Justice K.T. Telang in 1917 and housed in the Telang Hall of the Central Hindu College, Kamachha. It was nurtured in its infancy by the renowned historian Sir Jadunath Sarkar. With the University taking shape at its present premises, the library was also shifted in 1921 to the Central Hall of the Arts College (now Faculty of Arts) and then in 1941 to its present majestic building built with the munificent donation from Maharaja Sayajirao Gaekwad of Baroda, on the pattern of the great library British Museum in London on the suggestion of Pandit Madan Mohan Malaviya, the founder of university, after his return from the Round Table Conference, London in 1931. Its majestic circular Central Hall has been furnished with elegant furniture's made of famous and rare variety of Burma Teak woods.

Beginning with a small but precious donated collection, its grew by leaps and bounds with magnificent donations of personal and family collections from many eminent personalities and families like Lala Sri Ram of Delhi, Jamnalal Bajaj of Wardha,
Roormal Goenka, Batuk Nath Sharma, Tagore Family collection, Nehru Family collection, etc. amongst a score of others and purchase of books and journals out of the regular fund with the result that it has a collection of around 60,000 volumes in 1931 itself. The trend of donation of personal and family collection to the library continued as late as forties with the result that it has unique pieces of rarities of books and journals dating back to 18th century.

With this sound footings and background, the library took long strides during sixties and seventies in its development and metamorphosed in a system of libraries with the establishment of institute, faculty and departmental libraries during the period. Presently the Banaras Hindu University Library System consists of Central Library at apex and 3 Institute Libraries, 8 Faculty Libraries, 25 Departmental Libraries, with a total collection of over 13 lakh volumes to serve the students, faculty members, researchers, and technical staff of fourteen faculties consisting of 126 subject departments of the university.

**General Library Access Rules:**

1. Entry by Identity Card only.

2. In absence of Identity Card, a letter of introduction from the Head of Department is required, which will be valid for a day only.

3. Personal printed reading materials (including Xerox Copy) are not allowed inside the Library.

4. Personal belongings (except note books) are to be kept at property counter against token.

5. Photography is strictly prohibited.

6. Outsider can consult the library for Research purpose by paying Rs 20/- per day as consultation charge (after producing letter of introduction from Supervisor/Head of Deptt. to the University Librarian).
Collections & Services

Collection: (as on 14.05.2013)

Books 9, 62,607
Journals (Bound Vols) 1, 38,914
Current Journals 530
PhD Theses 12,812
Manuscripts 7,233
UN & Govt. Publications, Staff Publications, Rare 3,632
& Out of Print Books, Local History Collection, University & its Founder Collection.

Online Journals 11,142
Databases 10
E-Books 41,738

Library Services: Central library provides following services


Outside the Library Study facility through: Lending for home study, lending to departmental libraries.

Information Services:

Reprographic service, Internet facility, Online access to select Journals, Database search through DELNET, INFLIBNET, Electronic Document Delivery Service
Institutional Membership:

DELNET:

BHU Library is the member of DELNET, so all faculty members and students can access the services of DELNET. The Web address of delnet online is http://www.delnet.nic.in the users can send their query through University Librarian.

INFLIBNET:

BHU Library is the member of INFLIBNET Programme, so all faculty members and students can access the services offered by INFLIBNET like EDDS, CD ROM Database Search facility, Bibliographic Database Search facility and other services provided on the Web address of INFLIBNET http://www.inflibnet.ac.in

UN:

Depository Library for UN Publications: The Central Library has been a Depository Library for publications of the United Nations and its agencies. After the scheme of depositing (free of cost) ceased in 1973, the library continued to obtain U.N. publications by way of depository library subscription scheme and select purchases. This is a unique feature of this library which no other university library in the country has.

CENTRAL LIBRARY, UNIVERSITY OF ALLAHABAD

The Central Library has started its journey on the path of improvement. It was established to cater the needs of the students, research scholars, and teachers of the University. It not only helps in supporting the class room instructional programmes of the university, but also unfolds the horizon of knowledge in regard to the different research programmes carried out by the university.

The Central Library developed out of the library of the Muir Central College, Allahabad (established in 1872, and affiliated with the university from 1872 to 1922,
when it was subsumed in the university upon beginning it career as a teaching
university). Foundation stone of the university library building was laid by Sir John
Hewett on 17th Jan.1910. The University Library was started in 1916. In 1946-47,
Dr.S.R. Ranganathan, father of library science in India, was invited to suggest ways and
means of improving the library. He submitted the development plan in March 1947,
which was published by the university in the same year. Its contents covered wide range
of areas: such as new library building, manpower, finance and other relevant items. A
special committee was constituted to review the library development plan submitted by
Dr. Ranganathan. The committee pointed out that the central library building constructed
in 1913-16 was inadequate. The most satisfactory thing would be to erect a new building
designed in accordance with the modern library practice. It recommended the conversion
of the Darbhanga Hall into a reading room for 500 under-graduates (250 on the ground
floor and 250 on the first floor. A portion of the graduates reading room was to be
divided into private cubicles for the use by serious students or research scholars. After
sometimes it was felt that space in Darbhanga hall is inadequate to store the reading
materials and provide library services. The present library building was constructed in
1973. The present library building is more spacious and has potential for further
expansion. The old library building is now occupied by the office of the Registrar, as well
as Accounts and General section of the University.

Collection

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<tr>
<td>Books &amp; Bound Volume Journals</td>
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<td>Databases</td>
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Apart from its significant holdings of books, journals and other documentary materials, the library has collections of rare objects of historical value and considerable research/archival importance, such as: A good collection of Coins of the Medieval and early Modern periods of Indian History, and antique Manuscripts (presently stored in three large almirahs) as well as Documents, which are proposed to be photographed and catalogued for ready availability to researchers. The Manuscripts/ Documents include the valuable items i. e. some original Farmans of Mughal Rules; a copy of the Tripitaka written in the Burmese script on gold-plated metal strips; considerable collection of First Editions of books of great antiquarian value.

Dewey Decimal Classification Scheme (DDC) and Anglo American Cataloguing Rules-2nd edition (AACR-2) are followed for the purpose of classifying and cataloguing the documents. Creation of database of documents is in progress using LIBSYS-4 software. Creation of database of Ph.D. thesis is completed. Record of about 75,000 books has also been created. Digitalization of old documents is in progress. We have already digitalized approximate 25,000 (twenty five thousand) books under Government of India UDL project being carried out at IIIT, Allahabad. Efforts are being to develop a digital library lab with sufficient equipments for digitalization of documents as well as management and access of e-resources.

**Library Rules**

1. Entry by Identity Card
2. Every member must sign the Register available at the entrance.
3. Personal printed reading materials are not allowed inside the library.
4. Personal belongings like bags, umbrellas, personal books etc. are to be kept at property counter against token.
5. Library reserves the right to check the contents of the items deposited at the property counter.
6. In case the property counter token is lost, the deposited article may be claimed with proper identification after producing a written request with a fee of Rs. 5/-
7. Outsider can consult the library for research purpose after producing letter of introduction from Supervisor/ Head of the Dept.
8. Photography, smoking, sleeping, use of cell phone and talking loudly are strictly prohibited in the library.
9. Readers should not mark, underline, dog-ear mark, write, tear pages or damages the library documents.
10. Dissertations/theses can not be Xeroxed.
11. Strict silence and discipline must be maintained in the library.
12. Members should behave in a reasonable and seemly fashion in the library and must not damage library property or disturb other readers.
13. Readers should not spit in any part of the library.
14. Newspapers and magazines must be read only in the library on specific tables and should not be taken to other reading areas.
15. No library material can be taken out from the library without permission.
16. Readers should not shelve books and periodicals as that disturb the prescribed order.
17. Notices, publicity materials/wall writing etc. are not allowed in any part of the library building.
18. Members leaving the library should show the material borrowed or taken out of the library by them to the Security Guard for checking purpose.
19. Anyone who violates the rules and regulations of the library would be liable to lose the privilege of library membership.

Services

The Central Library provides different types of library services to its users. These may be summarized as:

1. Reference service
2. OPAC searching
3. Reading service
4. Lending to departmental libraries
5. Photocopying service by adhering to the Copyright provisions
6. Internet facilities for on-line access to journals
7. Database search through INFLIBNET, INDEST, DELNET, etc
8. CD writer and print out facilities for downloaded data

JAWAHARLAL NEHRU UNIVERSITY LIBRARY

The Central Library, knowledge hub of Jawaharlal Nehru University provides comprehensive access to books, journals, theses and dissertations, reports, surveys covering diverse disciplines.

Location: Jawaharlal Nehru University Campus, New Delhi.

Objectives

- To procure, organize and disseminate information in different formats.
- To support and promote the use of rich and diverse collection among the users.
- To preserve and house the collection for posterity.
- To enhance and support the academic environment by providing seamless access to information resources.

The Library collection is made up of over 50,000 books, audiovisual items, over 10,000 journals in print format offering online access to more than 20,000. It has been developed with 2 aims:

- To support the academic programmes of the University.
- To support the research pursuits of the teaching community and the research scholars. The holdings of the Library are particularly rich in Social Sciences and Humanities.
**Journals/Serials/Periodicals Collection**

A journal or periodical or serial is a publication which is produced on a continuing basis. For instance weekly, monthly, quarterly, annually and some journals are published irregularly.

The Library currently holds:

- 723 current periodicals (scholarly journals and popular magazines)
- 108752 bound journals
- 53 national and international newspapers
- 20,000+ e-journals

**Books**

The collection includes books from the various branches of knowledge.

- Social Sciences-
- Natural Sciences
- Humanities - 28018 items

**Text book collection**

The Library maintains a separate collection of textbooks which may be consulted within the Library after deposition of ID cards. The collection comprises 18,000 books and 5000 bound journals. These books are issued to the students for overnight use only. During examination days, these are issued to the day scholars, not hostel residents, for overnight use. If the students fail to return the book the next day, an overdue of Rs5 per day is charged. The Text book section also includes Book Bank collection which exclusively meets the information needs of U.G. and P.G. students.

**Government publications**

The Government Publications collection which is housed on the first floor of the Library provides access to 30,000 documents which include the following:
- Census Data
- UN Journals
- UN Books
- FAO Journals
- World Atlas
- NSS reports
- Undersize book etc.

**Russian Collection**

The Russian collection which is housed on 8th floor includes the following:

- 50,000 General books
- 3500 Reference books
- 600 Text books
- 10,000 Old Bound Journals
- 1000 General text books in English

**Theses and Dissertation**

The Library has approximately 16,000 Theses and Dissertations. Their bibliographical details and Contents pages are accessible through OPAC.

**Humanities**

The collection covers a wide range of books in various languages (English to Afro-Asian, European and Indic languages)

**Press Clippings Collection**

The Library has a collection of approximately 12.45 lac newspaper clippings concerning to topics relevant to the academic community of the University. The clippings from the following newspapers are scanned, digitized and archived for academic use.
The Times of India
- The Hindustan Times
- The London Times
- The Deccan Herald
- The Tribune
- The Hindu
- The Financial Express

The database of Press clippings is accessible through OPAC on the Local Area Network of the University.

Membership

1. Only JNU Students, Researchers, Faculty and Staff as registered members are allowed to use the Central Library.

2. Members should produce their Library Membership card at the entrance of the Library.

3. A duplicate Library Membership card will be issued on payment of Rs.100/-.

4. The ex-faculty/staff members may be enrolled as members against a security deposit of Rs. 5000/- (refundable) and registration fee of Rs. 1000/- (non-refundable).

5. Some eminent academicians/scholars and other dignitaries may be enrolled as Special members on the recommendations of the Vice-Chancellor, JNU only against a security deposit of Rs. 5000/- (refundable) and registration fee of Rs. 1000/- (non-refundable).

6. The PDFs shall be entitled to borrow 2 books at a time after depositing a security amount of Rs. 10,000 (Ten thousand only) refundable upon the completion of the tenure of the PDF after ensuring that books have been returned in proper condition. In case, the books are lost, damaged or not returned, the cost of the books will be recovered from the security deposit. The user (PDF) will be
responsible for any costs incurred above the deposit amount in procuring the lost, damaged or book not returned.

7. The deregistered student may not be bonafide students of the University. They shall be allowed for consultation facilities only for 6 months, renewable by another six months at the most provided that they submit a recommendation letter every time, from supervisor/guide under whom they were doing research. The recommendation letter should also be duly forwarded by Dean of the School/or Chairperson of the Special Centre

**Visitors**

1. Consultation facility is available for Research Scholars of other Universities/Institutions for a short period.
2. The Research Scholars should bring recommendation letter from Supervisor/Guide or letter from the concerned Department/Organization.
3. The visiting scholar should bring original and valid photo ID - Passport (Foreign Scholars), and University issued ID (Indian Scholars).

**Circulation**

1. Books are issued for a fortnight except textbooks which are issued for overnight use only.
2. Text books with more than 2 copies are checked-out after 2:00 p.m to day-scholars only during the examination period.
3. Students can reserve books at the Circulation Counter in case they are already issued.
4. Books in demand may not be renewed.
5. Readers are responsible for books issued against their names.
6. Library reserves the right to recall any issued book even before the due date.
7. The material such as rare books, theses, dissertations, loose issues of periodicals etc. marked for consultation shall not be issued.
8. Borrowers must satisfy about the physical condition of the books before borrowing otherwise they will be held responsible for any damage later or at the time of return.

**Overdue charges**

1. Textbooks - the overdue charges Rs. 5/- for first fourteen days.
2. General books - the overdue charges 50 paisa per day for first seven days, rupee one for next seven days.
3. After the expiry of fourteen days, for both Textbooks and General books, the defaulter has to pay the price of the latest edition of the book plus overdue charges for the period the book is kept without authorization.
4. Membership shall be suspended for repeated delay in returning the books.

**Use of computers/laptops etc**

1. Computer in the library premises should be used for academic purposes only.
2. Online chatting/dating, browsing of social networking sites is strictly prohibited. Strict disciplinary action will be taken against the defaulters.
3. Playing games on computers is strictly prohibited in the entire Library premises.
4. Readers must carry their Library Membership card while using the Cyber Library. They must show their ID card on demand.
5. Readers should not to share their Internet access ID and Password with other students.
6. Changing the settings and display of the computers kept in the Library is not permitted.
7. Use of laptops in the cubical systems where computers are already installed is not permitted.
8. Readers should not remove/unplug computer cables/connections, network cables and other peripherals/accessories in the library.
9. Personal keyboard, mouse, etc are not allowed inside the Library.
10. Students must take care of their Pen drives, CD/DVD ROMs, mobiles and wallets etc.

**General Reading Hall (24x7)**

1. The right to use General Reading Hall is exclusively reserved for bonafide members of Central Library, JNU.
2. Members should produce their Library Membership card at the entrance.
3. Readers should not leave bags/books/copies on the table and cannot claim, capture, and reserve seats for future use.
4. The seats are to be used/occupied on the first come first served basis.
5. Capturing/reserving seats for friends/future use is strictly prohibited. Other scholars may remove the bags and books if these are left unattended on the tables.
6. Readers should not scribble on table tops or damage them.
7. Readers should not clutter the table with heaps of books and other reading material.

**Use of lockers**

Lockers are available for PhD scholars on seniority basis in the Central Library. These are assigned to the scholars at the beginning of Monsoon Semester for one academic year.

1. Lockers are not transferable.
2. Personal items should not be kept in lockers and the Library assumes no responsibility for any item lost or stolen from the lockers.
3. The research scholars are allotted only the lockers and not the table beneath the lockers. If the table is vacant other scholar can use it.
4. The scholars are advised to store only those books which are duly checked-out to them.
5. The scholar cannot retain/block more than 6 books (checked-out) in his/her locker at a given time.
6. Library materials like Reference books, Rare and Arts books, Thesis & Dissertations, loose/bound volumes of Journals should not be stored in the lockers. Any non-circulating library materials or books, which have not been checked-out shall be removed, if found in the lockers.

7. The library reserves the right to open any locker if required, to inspect their contents for library materials that have not been checked-out. Any such item found will be returned to their proper locations and in such situation locker facility shall be immediately withdrawn.

8. The scholar is required to use his/her personal locker and hand over the duplicate key to the staff in charge of lockers. In case of change of lock, the staff should be immediately informed and duplicate key handed over.

9. Book should be placed with their spines facing outwards.

General rules

1. Readers should observe strict silence inside the Library.
2. Use of Mobile phones is not permitted inside the Library premises.
3. Users are not allowed to carry eatables/drinks inside the Library premises.
4. Library membership card is non-transferable.
5. Readers are not allowed to bring their personal books or any printed material (spiral/bound book/photocopied material) inside the Library.
6. Personal belongings like bags (laptop, shoulder, sling), umbrellas, etc. should be deposited at the Property Counter against a token. These are not allowed inside the Library.
7. In case the property counter token is lost, the deposited article may be claimed with proper identification after producing a written request.
8. Readers are advised not to leave their valuable items like money, passport, credit card etc. at the Property Counter.
9. Marking, scratching, damaging, mutilating, stealing, library materials or property will invite disciplinary action against the defaulters.
10. Readers should not carry books from one floor to another and should leave the books on the reading table after consulting.
11. Readers should not talk or discuss as they may disturb other readers. Reading halls are meant for individual study and research only.
12. Users should not rest or keep their feet on tables, chairs, shelves, etc.
13. The library shall not be responsible for any loss or damage of the personal belongings of the users.
14. Library staff shall not transmit telephone calls or other personal messages to the readers.
15. The Librarian reserves the right to suspend the membership of any member found misbehaving with the library staff or with any other member.

DR ZAKIR HUSAIN LIBRARY (CENTRAL LIBRARY), JMI

Dr Zakir Husain Library named after the ex-President of India, (Late) Dr. Zakir Husain in 1973, is the Central Library of the Jamia Library System, which includes the Faculty and Center Libraries. Stocking a rich collection of over 3.57 lacs learning resources in all major discipline taught in the university and spread over an area of 23,038 sq. feet, the library caters to the academic needs of the University students, staff & research scholars. The collection consists of books, periodicals, pamphlets, manuscripts, photographs & Electronic Resources. The library provides open access to users; except Rare Books Section; Manuscripts and Archival material where closed access is observed. The Text Books Section also observes closed access system.

The library has fully computerized its most actively used collection, which is now available to users through OPAC (Online Public Access Catalogue) with network access across the campus-wide LAN.

The Digital Library provides electronic access to thousands of E-journals through 15 major databases in various areas of Sciences, Social Sciences, Arts & Humanities, and Engineering & Law.
The library has a dedicated Internet Area where students are encouraged to make use of E-Journals, with regular Orientation Programmes.

The library has also been functioning as a referral center on Islamic Studies, Urdu language & literature, and receives requests for its bibliographic information from all over the country. A number of scholars visit the library for its reference & consultation.

Collection:

Library has a collection of about 3.28 Lacs books and bound volumes of periodicals, about 2500 manuscripts, 200 microfilms, and subscribes to 440 journals. Library has reserved some of its collection as Textbooks collection, which is to consulted in the library or can be issued for overnight.

The library has valuable source material on the history of freedom movement in the form of private papers of the eminent leaders such as Maulana Mohd. Ali Jauhar, Hakim Ajmal. Many eminent persons and lovers of library have donated their personal collections. There are 11 such collections and are housed separately as "Special Collections".

The library has a separate "Jamia Authors Collection", which houses 3000 books written, edited and compiled by persons who are or were associated with Jamia Millia Islamia.

The library has developed a centralised database of all the Ph.D/M.Phil theses awarded by the Jamia.

Rare Books Section:

The library is also in possession of same valuable books in the Urdu language on Vedas, Upanishads, Ramayan, Mahabharat, Bhagavat Gita, Manuscripts, Bhagwan Mahavir Gautam Budh, Guru Nanak and Sick religion, Swami Dayanand Saraswati, Swami Vivekanand, Sri Aurobindo, Radha Swami Movement etc.
Membership:

Library membership is open to the faculty, research scholars, students, and non-teaching staff of this university. Scholars and faculty members from other Universities are allowed to use the library facilities for reference only. All the registered members are issued a Membership Card for all transactions in the library.

Inter Library Loan (ILL):

Inter Library Loan service supplements its stock by obtaining materials from other libraries on demand from the users. The library is an institutional member of British Library, American Center Library, INFLIBNET, and Delnet.

OPAC (Online Public Access Catalogue):

The library has fully computerized its most actively used collection, which is searchable through OPAC. The OPAC allows search by author, title, subject, call number, keywords, and Boolean search. The Call Number indicates the location of the book on the self. The computer catalogue, OPAC is extremely user-friendly and enables searches to be conducted with ease and speed.

Shelf Arrangement:

Books are processed by using AACR-II code for cataloguing and Dewey decimal classification. The Call Number in the OPAC helps in locating the books on the shelves. Books are arranged on the shelves in numerical order from 000-999.

Reference Services:

The Library maintains a separate reference collection consisting of fast finding tools such as almanacs, atlases, biographical and language dictionaries, directories, handbooks, and statistical compilations. Encyclopedias, technical data, maps, films, etc. The reference books are not issued as a general policy and are consulted within the library. The library provides the reprographic services in this section also.
The section-in-charge may be approached to provide or guide the users to the required information, or in locating the specially shelved books on request.

**Photocopy Services:**

The library provides photocopy services through private contractors. The services are located as a separate unit next to main entrance of the Text-book Section/Reading Halls. The users can approach the unit directly. They may also request at the Circulation Counter. For any difficulty or assistance, the users may approach the In charge, User Services.

**Internet Service:**

Library has setup a separate & dedicated Internet Service Area from May, 2003 through 2 Mbps leased line for the members. At present the service is available from morning 9.00 A.M. to 5.30 P.M. in all working days. Internet facility is open for the registered users of the Library only. No outsider is allowed to use this facility.

**Information/Help desk:**

For smooth functioning of OPAC and Internet services, Information desk has been setup and a staff is posted to look after the services. The users are welcome to contact the person available on Help Desk.

**Library and Information Science Course:**

Dr. Zakir Husain Library has been offering and an academic programme leading to the Bachelor’s degree in Library and Information Science to meet the needs of the Library and Information Science profession. The degree programme in Library and Information Science is an intensive in nature, and thereby demands students who is highly motivated and dedicated to learning. Although classes are held and students are taught but one confined an emphases on self-instruction and participative learning.
CENTRAL LIBRARY, UNIVERSITY OF DELHI

Library Hours

Monday to Saturday 9.00 am - 8.00 pm

Sunday and Holidays 9.00 am - 6.00 pm

a) The library shall normally functions for twelve hours a day or more during the academic session.
b) Library hours are subject to change from time to time and all changes in timings are duly notified on the notice boards of different libraries.
c) The library is open round the year except on Republic Day, Holi, Independence Day and Gandhi Jayanti.

Library Rules

a) Complete silence is to be observed inside the Library.
b) Drinks and eatables are not allowed in the Library.
c) Smoking is strictly prohibited.
d) Keep your mobile phone off within the Library premises.
e) Interfering with designated use of Computers and networks is not allowed.
f) Damage and misuse of Library materials and equipment is not allowed.
g) Threatening and abusive language or behavior is prohibited.
h) Bags and Documents must be shown for inspection if requested by the Library staff.
i) Pasting notices and distributing circulars are not allowed inside the Library.
j) Photography, filming and video recording is prohibited inside the Library except prior approval of the University Librarian.
**Collection as on 31.03.2012**

**Journals:** 380

**Text Books:** 1544733

**Periodicals:** 1682

**Library membership rules:**

**Admission to library membership**

Postgraduate, M.Phil and Ph.D., Research associates, teachers and students and faculty members in the disciplines of African Studies, Arabic, Buddhist Studies, English, Hindi, History, Library and Information Science, Linguistics, Modern Indian Languages, Persian, Philosophy, Political Science, Psychology, Punjabi, Sanskrit, and Urdu are eligible for the membership of the library.

A schedule for the registration of eligible members is notified to the concerned University Departments, Colleges and Faculty of Arts, etc. by the library in the month of July every year.

An application for membership is to be made on the prescribed form obtainable from the Membership Section of the Library on production of the Identity Card (not applicable in the case of Faculty members and college teachers).

Duly filled application forms are required to be recommended by Principal of the College and the Head of the Departments of the University, no application is accepted without the recommendation.

After the submission of a completed application form, the applicants, by, showing their identity card can reveal the Library Tickets form the membership.
Renewal of Final Year membership of Research membership is done on the production of the renewed Identity Card as well as the receipt of Library deposit for sum of Rs. 1000/- and Library Development fee of Rs. 200/- vide no. 200 dated 27-08-1996 under which annual dues have been paid by the members.

**Responsibility of the members**

Library tickets are not transferable as they are tokens of privilege which only the member to whom they are issued to. Sub-lending of books is misuse of this privilege and may lead to the withdrawal of membership.

Books should not be kept beyond the date marked on the date slip pasted inside the book.

Members should keep the Library informed of any change of address, change of college, change of subject etc. during the period of their membership.

Members must satisfy themselves about the physical condition of the books before borrowing them. They shall be held responsible for any damage noticed/ reported later of at the time of returning. Members shall be required to replace/to deposit the cost (along binding charges) of the book reported lost of found damaged of defected by marking. Defaulters may be suspended form the use of the Library by the Librarian Incharge of Central Library pending the discharge if their liabilities.

**Book Issue System & over dues charges**

On each occasion the book is borrowed, a library ticket is to be given at the Issue Counter and the Identity Card shown. The library ticket shall be restored to the member when the book is returned but the library ticket may be retained by the library staff if any problem is detected at the time of return of the book to be discharged when the case is settled.
An overdue charge of Rs.1/- per volume per day is charged for the books returned late. This provision is for general books only. Overdue charges shall be collected through the ‘Conscience Box’ method and no receipt is issued for it.

**Conditions of loan**

Manuscripts Reference books, Rare books, Theses, Dissertations, Periodicals (loose issues and bound volumes) and such other reading materials as marked ‘Not To be Issued’ ‘ For Consultation Only’ shell not be issued out on lone except with the special permission of the Librarian In-Charge, Central Library.

Books on loan with members can be recalled by the Librarian In-Charge Central Library at any time without assigning any reason thereof.

Loans of books are not renewable the same very day.

**Loss of library books / library tickets**

Members are responsible for the books borrowed in on their library tickets. Neither the books nor the tickets be lent to anyone else.

Lost of library book is immediately inform to Circulation Desk and prescribed form obtainable from the Circulation Section.

Members shall replace or deposit the cost (alongwith binding charges) of the book lost or retuned in a damaged condition.

When a library ticket is lost, the member shall deposit a library security of Rs. 500, which shall be refunded to him/her on the expiry of the validity of the lost ticket. Duplicate ticket shall be issued on the payment of Rs. 5/- per ticket. The member shall however, continue to be responsible for any loss that library may suffer through the loss/misuse of the lose ticket.
No-dues clearance certificate

Library tickets are the property of the library. Before taking the university examination or terminating connection with the college or the university, every member has to return the library tickets and clear all dues, if any and a no – dues clearance certificate obtained.

No college/institution/Department shall issue a discharge certificate to its students/ teachers/ non-teaching staff who had been recommended by them for library membership without obtaining a no – dues clearance certificate form the Library.

The case of non members shall be settled by the College/Office/ Department Office locally after the verification of their records whether their membership form were recommended by them or not. Central Library shall not issue any clearance certificate in respect of non-members.

Open access and shelf arrangement

The members have the privilege of direct access to shelves in the stack halls. It is impartment that the arrangement of books be maintained on the shelves for the convenience of members themselves.

While books can be freely taken out, on no account should they be reshelf by the members because of the danger of their misplacement.

Fees & Charges

<table>
<thead>
<tr>
<th>Members Category</th>
<th>Library Deposits</th>
<th>Library Development Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>M.A.</td>
<td>Rs.1000</td>
<td>Rs.200</td>
</tr>
<tr>
<td>M.Phil.</td>
<td>Rs.1000</td>
<td>Rs.200</td>
</tr>
<tr>
<td>PhD</td>
<td>Rs.1000</td>
<td>Rs.200</td>
</tr>
<tr>
<td>M.A.(Ex Students)*</td>
<td>Rs.1000</td>
<td>Rs.200</td>
</tr>
<tr>
<td>Special Membership**</td>
<td>Rs.1000</td>
<td>Rs.12</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>College Teachers</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>Non-Teaching Staff</td>
<td>----</td>
<td>----</td>
</tr>
</tbody>
</table>

*M.A. (Ex Students) - those students who have not cleared their exams during their span. Membership Application form has to be forwarded by the Controller of Examination.
** Special Membership is for the retired Faculty of the University of Delhi. Special Membership can also be given on the recommendation of the in-charge.

**Membership and members’ privileges**

The under mentioned categories of members shall be entitled to borrow the specified number of volumes from the library for the period mentioned against each.

<table>
<thead>
<tr>
<th>Member Category</th>
<th>Borrowing Privileges</th>
<th>No. of Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Teachers</td>
<td>10 Volumes</td>
<td>One Month</td>
</tr>
<tr>
<td>College Teachers</td>
<td>6 Volumes</td>
<td>One Month</td>
</tr>
<tr>
<td>PhD. Students</td>
<td>6 Volumes</td>
<td>One Month</td>
</tr>
<tr>
<td>M.Phil. Students</td>
<td>6 Volumes</td>
<td>14 Days</td>
</tr>
<tr>
<td>M.A. Students</td>
<td>4 Volumes</td>
<td>14 Days</td>
</tr>
<tr>
<td>M.A. (Ex) Students</td>
<td>2 Volumes</td>
<td>14 Days</td>
</tr>
<tr>
<td>Special Membership</td>
<td>2 Volumes</td>
<td>14 Days</td>
</tr>
<tr>
<td>Non-Teaching staff of the University</td>
<td>4 Volumes</td>
<td>15 Days</td>
</tr>
</tbody>
</table>

**Services:** Following services are given by central library.

**Consultation Membership**

Consultation membership is for those who are doing research from any universities. They can avail the facility through the recommendation of their HOD and Supervisors.

Charges for consultations are: 1 Month - Rs.100; 3 Months - Rs. 200

**Reference Services**

The members can approach at Reference Desk for any query and help regarding the Library collections, catalogue, and availability of any document or any other facility provided by the Library.
**Inter Library Loan**

Inter Library Loan is a facility which supplements the Library's own stock by obtaining material which is not available in the University Library for teachers, research scholars and Master's level students;

a) Members of the Library may request the requisite book/s on Inter-Library Loan from other libraries;

b) Request forms for obtaining books on ILL can be obtained from the Reference Staff at the Central Library including Arts Library. A form must be filled in for each item to be requested, giving all available details about each item. The staff of the reference section are available during service hours to accept the requests;

c) It is important that before submitting Inter-Library Loan requests, users first search the collection of the DULS including the e-resources subscribed by the University to see if the reading material is available physically or electronically;

d) Books borrowed from other libraries are required to be used within the Central Library including Arts Library on the production of bonafide library ticket/membership card and in no circumstances will be allowed to be taken out of the library premises;

Lending libraries have the right to impose conditions of loan including loan period and number of renewals permitted, if any. These conditions must be adhered to strictly by borrowers. The Library may impose heavy fines on borrowers with Inter-Library Loan material in their possession beyond the due date. Serious or persistent offenders may be denied access to the Inter-Library Loan service.

**Photocopy Services**

The Central Library including Arts Library provides photocopy services through commercial vendor within the Library premises on payment basis.

**Internet Access Facility**

All bonafide members are entitled to access Electronic Resources through campus network;
However, bulk copying, systematic downloading or use of such electronic materials for commercial purposes and other such usages which are in violation to IPR rules or other relevant rules and regulations of the country, is strictly prohibited.

**Online Services**

Delhi University Library System provides various online services to cater to the information needs of different user categories. The online services are listed below.

a) Ask Your Librarian OPAC  
b) JCCC@UGC-INFONET  
c) A-Z List of E-Journals  
d) DULS Journals in JCCC@UGC-Infonet  
e) Chicago Manual of Citation Online  
f) Knimbus: A Federated/Common Search Engine  
g) Digital Collection  
h) Open Access E-Resources  
i) DELNET  
j) Print Journals Online  
k) E-Referencing  
l) Subject Portal  
m) Information Literacy Online Tutorial  
n) Subscribed E-Resource  
o) Free Trial Access  
p) UGC Infonet E-Resources

**Source:** all the data about the profiles of the libraries has been taken from the websites of the respective university libraries.
Questionnaire for user

Madam/Sir

I am conducting a survey on the topic “Use of Electronic resources in the Central University Libraries in Uttar Pradesh and Delhi: A comparative study”. I would request you to fill up this questionnaire and give your valuable suggestions in the space provided. I will be highly thankful to you for this kind act

Yours sincerely
Shajarul Islam Khan
Research scholar
Dept. of Library and Information Science
A.M.U., Aligarh

Personal Information
Name: ..................................................................................................................

1. Are you aware of E-resources?
   a) Yes (          )    b) No (          )

Part 1: Libraries and Information Sources—Use, Familiarity and Favorability

1.1 Library Use

2. How frequently do you go to the library?
   Daily (       ) Weekly (       ) Monthly (       )

3. How much has your personal library use changed over the last three to five years?
   Increased (       ) Decreased (       ) about the same (       )

4. How do you anticipate your personal usage of the library to change over the next three years?
   Will increase (       ) Will decrease (       ) Will stay the same (       )

1.2 Familiarity with and Usage of Multiple Information Sources

Familiarity---

5. Please rate how familiar you are with the following sources/places where you can obtain information
<table>
<thead>
<tr>
<th></th>
<th>Extremely familiar</th>
<th>Very familiar</th>
<th>Somewhat familiar</th>
<th>Not very familiar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Search Engine</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Print Sources</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Usage of Electronic Resources***

6. Please indicate if you have used the following electronic information sources, even if you have used them only once (Multiple choices is allowed)

<table>
<thead>
<tr>
<th>Electronic Information Sources</th>
<th>Familiarity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Search engine</td>
<td>E-magazines/ E-journals</td>
</tr>
<tr>
<td>Online Reference Sources</td>
<td>E-database</td>
</tr>
<tr>
<td>E-theses</td>
<td>E-encyclopedia</td>
</tr>
<tr>
<td>E-newspaper</td>
<td>E-books</td>
</tr>
<tr>
<td>Online bookstore</td>
<td>Audio books</td>
</tr>
<tr>
<td>E-Images</td>
<td>Library websites</td>
</tr>
<tr>
<td>Subject Gateways</td>
<td></td>
</tr>
</tbody>
</table>

7. Through which medium do you use e-resources? (Multiple choices is allowed)

- CDs (  )
- DVDs (  )
- Internet (  )
- Any others please specify………………………………………………………………………………

8. To what extent do you use electronic resources and printed materials in your own work? Choose one of the following

   a) E-resources only (  )
   b) Use electronic resources most of the time (  )
   c) Use electronic resources and printed material equally (  )
   d) Use printed material most of the time (  )

9. What is your purpose behind the use of electronic resources?

   a) For study and research (  )
   b) For improving knowledge (  )
   c) Career development (  )
   d) For finding quick information (  )
10. Which publisher’s E-journal do you generally consult?
   a) MEDLINE/PubMed ( )
   b) Springer & Welmer ( )
   c) Project news ( )
   d) J-gate ( )
   e) Science direct ( )
   f) Taylor & Francis ( )
   g) JSTOR ( )
   Any other please specify ..............................................................

11. Do you face any problem while accessing e-resources?
   a) Yes ( )  b) No ( )

12. If yes then, is your problem due to
   a) Too much information retrieved ( )
   b) Slow speed ( )
   c) Lack of IT knowledge ( )
   d) Limited access to computer terminals ( )

   Familiarity of the Top Seven Electronic Resources---

13. Please indicate how familiar you are with each of the following electronic information sources

<table>
<thead>
<tr>
<th>Information Sources</th>
<th>Extremely familiar</th>
<th>Very familiar</th>
<th>Somewhat familiar</th>
<th>Not very familiar</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-encyclopedia</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online reference sources</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-books</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online databases</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library websites</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-journals</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-newspaper</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Where Electronic Information Searches Begin---

14. Where do you typically begin your search for information on a particular topic?
<table>
<thead>
<tr>
<th>E-encyclopedia</th>
<th>E-journals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online reference sources</td>
<td>Library Websites</td>
</tr>
<tr>
<td>E-books</td>
<td>Online databases</td>
</tr>
</tbody>
</table>

**Search Engine Used Most Recently---**

15. Earlier you stated you typically begin your search for information using search engines. Which search engine did you use for your most recent search?

<table>
<thead>
<tr>
<th>Google.com</th>
<th>MSN/Bing Search</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yahoo.com</td>
<td>AltaVista.com</td>
</tr>
</tbody>
</table>

1.3 How Respondents Learn about New Information Resources

**Learning about Electronic Information Sources—**

16. Other than search engines, how do you learn about electronic information sources? (Select all that apply.)

<table>
<thead>
<tr>
<th>Links from electronic information sources or Web sites</th>
<th>Reference from a library Web site</th>
</tr>
</thead>
<tbody>
<tr>
<td>News media</td>
<td>Teacher</td>
</tr>
<tr>
<td>Instant messaging/online chat</td>
<td>Librarian</td>
</tr>
<tr>
<td>Friends</td>
<td>Blogs</td>
</tr>
</tbody>
</table>

1.4 Impressions of Information Sources

**Favorable Ratings for Information Sources—**

17. Based on your overall impressions, please indicate how you would rate each source/place with respect to the information available. Even if you haven’t used one or more of the sources/places, rate each one based on what you have seen, read or heard about them.

<table>
<thead>
<tr>
<th>E-resources</th>
<th>Favorable</th>
<th>Somewhat favorable</th>
<th>Neither favorable nor unfavorable</th>
<th>Unfavorable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print sources</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Part 2: Using the Library

2.1 Activities at the Library

*Activities at the Library*—

18. How frequently do you use your library for the following reasons?

<table>
<thead>
<tr>
<th>Activity</th>
<th>At least monthly</th>
<th>At least annually</th>
<th>Not even once a year</th>
<th>Never have used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Borrow printed books</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use online databases</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use computer/internet</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do homework/study</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2.2 Awareness of Library Electronic Resources

*Awareness of Library Resources*—

19. Please indicate which electronic information sources your primary library has.

<table>
<thead>
<tr>
<th>Information Source</th>
<th>Yes, library has</th>
<th>No, library does not have</th>
<th>Not sure</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPAC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online reference materials</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library Web site</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online databases</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electronic journals</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electronic books</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2.3 Using Library Electronic Information Resources

*Usage of Library Electronic Resources*—

20. Which of the following library electronic information sources have you ever used from your library and how often do you use them?

<table>
<thead>
<tr>
<th>Information Source</th>
<th>At least monthly</th>
<th>At least annually</th>
<th>Not even once a year</th>
<th>Never have used</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPAC</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Online reference materials
Library Web site
Online databases
Electronic magazines/journals
Electronic books (digital)

2.4 Seeking Assistance in Using Library Resources

Assistance in Using the Library—

21. Did you ever seek help when using your library’s electronic resources or when searching for information at your library?
   Yes ( )  No ( )

First Source of Help at the Library—

22. What is the first source you typically go to for help with your problem?

   Librarian
   Teacher
   Friend
   Another person in library

2.5 The Electronic resources and the Print sources

Attributes of the Electronic resources and the Print sources —

23. Comparing an online or physical library to a search engine, please indicate which source is best described by the following.

<table>
<thead>
<tr>
<th></th>
<th>Electronic resources are best for…</th>
<th>Print sources are best for…</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trustworthy/credible source</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accurate(quality information)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reliable (always available)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost effective</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Easy to use</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Convenient</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Keeping Up-to-Date with Library Resources**

24. How do you typically keep abreast of the resources available to you at your library? (Select all that apply)

<table>
<thead>
<tr>
<th>Library Web site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display section for materials (books/journals/magazines etc…)</td>
</tr>
<tr>
<td>Friends/teachers</td>
</tr>
<tr>
<td>Library circulars</td>
</tr>
</tbody>
</table>

**Part 3: The Library Brand**

3.1 The Value of Electronic Information Resources

**Evaluating Information Sources**

25. How do you decide which electronic information source to use? (Select all that apply.)

<table>
<thead>
<tr>
<th>Provides worthwhile information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provides free information</td>
</tr>
<tr>
<td>Based on the ease of use</td>
</tr>
<tr>
<td>Provides credible/trustworthy information</td>
</tr>
</tbody>
</table>

3.2 Judging the Trustworthiness of Information

**Factors in Determining Trustworthiness of Information**

26. How do you judge if electronic information is trustworthy? (Select all that apply)

<table>
<thead>
<tr>
<th>Based on personal knowledge/common sense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Based on the reputation of the company/organization</td>
</tr>
<tr>
<td>Find the information on multiple sites/cross referencing</td>
</tr>
<tr>
<td>Recommendation from a trusted source</td>
</tr>
<tr>
<td>Based on the professional appearance of the site</td>
</tr>
<tr>
<td>Based on the author</td>
</tr>
<tr>
<td>The fact that it costs money</td>
</tr>
<tr>
<td>Other</td>
</tr>
</tbody>
</table>
3.3 Trust in Library Resources and Search Engines

Trustworthiness of Print Sources vs. Electronic Resources—

27. Thinking about your usage of your print sources and the things you like and dislike about it, is the information you get from the print sources more or less trustworthy compared to the information you can get from electronic resources?

<table>
<thead>
<tr>
<th>Print sources are more trustworthy</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>About the same</td>
<td></td>
</tr>
<tr>
<td>Print sources are less trustworthy</td>
<td></td>
</tr>
<tr>
<td>Electronic resources are more trustworthy</td>
<td></td>
</tr>
<tr>
<td>Electronic resources are less trustworthy</td>
<td></td>
</tr>
</tbody>
</table>

3.4 Free vs. For-Fee Information

Free vs. For-Fee Information—

28. Would you trust an electronic information source more if you have to pay for the information compared to a free source?

Yes ( )  No ( )

29. Have you ever paid for information from an electronic information source?

Yes ( )  No ( )

If yes then, what did you buy?

<table>
<thead>
<tr>
<th>Registration to website</th>
<th>Articles</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-journal subscription</td>
<td>E-books</td>
</tr>
</tbody>
</table>