QUESTIONNAIRE FOR LIBRARIAN

To,

Subject: Request for filling up the enclosed questionnaire.

Dear Sir/Madam,

I am a Research Scholar, enrolled in Ph.D. under the supervision of Dr. Sharad Kumar Sonkar, Assistant Professor in the Department of Library and Information Science (DLIS), Babasaheb Bhimrao Ambedkar University (BBAU), A Central University, Lucknow, U P. The department has assigned me a topic of my research work i.e. *Current Trends in Information Communication Technology Applications in the Central Libraries of Indian Institutes of Technology in India: A Comparative Study between Old and New IITs.*

Therefore, I would like to request your good self to kindly spare few minutes to fill up this questionnaire. Please note that all data and information provided by you will be kept confidential and shall be used only for research purpose.

I know that your time is precious but spending few minutes will help me to complete this research, which is otherwise not possible.

Please tick mark [✓] on appropriate answers wherever required and use a separate sheet if needed.

Thanking you in anticipation.

Anjali Verma
Research Scholar
DLIS, BBAU, Lucknow.
Mob. No.- 9580618206, 7270979725
Email-anjaliv.7376@gmail.com
Section 1: Personal Profile

(1) Gender: [ ] Male [ ] Female

(2) Age Group: [ ] Less than 25 [ ] 26-30 [ ] 31-35 [ ] 36-40 [ ] >40

(3) Qualification: [ ] Post Graduate [ ] M. Phil. [ ] Ph.D. [ ] Any other

(4) Professional Experience (in years): <5 [ ] 6-10 [ ] 11-15 [ ] 16-25 [ ] >25

(5) Designation: ..............................................................

Section 2: About the Library

(1) Name of the Library (if any): ..........................................................

(2) Year of Establishment of Library: ..........................................................

(3) Sitting Capacity for Users: ..........................................................

(4) Total No. of Users: ..........................................................

(5) Library Collection (Please write below):

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Collection</th>
<th>Print Form (No.)</th>
<th>E-Form (No.)</th>
<th>CD-ROM (No.)</th>
<th>Online Database (No.)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(i)</td>
<td>Books</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ii)</td>
<td>Periodicals</td>
<td>Indian</td>
<td>Foreign</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iii)</td>
<td>Bound volume</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iv)</td>
<td>Online Databases</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(v)</td>
<td>Theses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(vi)</td>
<td>Dissertations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(vii)</td>
<td>Standards/Patents</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ix)</td>
<td>Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Collection</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(6) Please specify the details of Library Personnel

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Designation</th>
<th>No.</th>
<th>Sl.</th>
<th>Designation</th>
<th>No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>Librarian</td>
<td></td>
<td>(ii)</td>
<td>Deputy Librarian</td>
<td></td>
</tr>
<tr>
<td>(ii)</td>
<td>Assistant Librarian</td>
<td></td>
<td>(iv)</td>
<td>Senior Library &amp; Information Assistant</td>
<td></td>
</tr>
<tr>
<td>(v)</td>
<td>Junior Library &amp; Information Assistant</td>
<td></td>
<td>(iii)</td>
<td>Professional Assistant</td>
<td></td>
</tr>
<tr>
<td>(vii)</td>
<td>Semi Professional Assistant</td>
<td></td>
<td>(vi)</td>
<td>Graduate Trainee</td>
<td></td>
</tr>
<tr>
<td>(ix)</td>
<td>Any other (please Specify)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Section 3: ICT Based Practices in Library

(1) Does your library provide ICT based best practices?  Yes [ ]  No [ ]
If yes, please specify, (Multiple Choices)
   (a) E-mail Alerts [ ]
   (b) E-Referencing [ ]
   (c) Online SMS/Instant messaging [ ]
   (d) SMS Services [ ]
   (e) Any other ...........................................

(2) Does your Library use Listservs for the collection development?  Yes [ ] No [ ]
If yes, please specify, how it helps in the collection development? (Multiple Choices)
   (a) Identifying and reviewing new sources [ ]
   (b) Finding experts on a subject [ ]
   (c) Learning about new electronic sources on the Internet [ ]
   (d) Discuss collection policy issues [ ]
   (e) Provide extensive bibliographies [ ]
   (f) Announce conferences and employment opportunities [ ]
   (g) Consult with colleagues in the same field [ ]
   (h) Any other ...........................................

(3) Does your Library provide automated following module? Yes [ ]  No [ ]
If yes, please specify, (Multiple Choices)

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Module</th>
<th>Functions</th>
<th>Yes</th>
<th>No</th>
<th>Functions</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Acquisition</td>
<td>Recommendation</td>
<td></td>
<td></td>
<td>Processing</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ordering</td>
<td></td>
<td></td>
<td>Receiving</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Any other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Circulation</td>
<td>Issue Return</td>
<td></td>
<td></td>
<td>Reservation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fine Collection</td>
<td></td>
<td></td>
<td>Membership procedure</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Overdue Notice</td>
<td></td>
<td></td>
<td>Any other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Cataloguing</td>
<td>Data entry through books</td>
<td></td>
<td></td>
<td>Data entry through cards</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Data entry through Accession Register</td>
<td></td>
<td></td>
<td>Direct through Recommendation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Direct Through forms</td>
<td></td>
<td></td>
<td>Any other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Web OPAC</td>
<td>Bulletin Board</td>
<td></td>
<td></td>
<td>Edit Profile</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Book Recommendation</td>
<td></td>
<td></td>
<td>Suggestions</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Any other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Serial Control</td>
<td>Ordering</td>
<td></td>
<td></td>
<td>Processing</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Receiving</td>
<td></td>
<td></td>
<td>Receiving Request</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Indexing</td>
<td></td>
<td></td>
<td>Abstracting</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>Any other</td>
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<td></td>
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<tr>
<td>6</td>
<td>Any other</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
If not automated, please specify the reasons: (Multiple Choices)

(a) Lack of computer facilities [ ]
(b) Lack of trained manpower [ ]
(c) Management is not interested [ ]
(d) Library collection is very less [ ]
(e) Inadequate of fund [ ]
(f) Any other…………………………

(4) Which of the following services are offered by your library on the basis of ICT? (Multiple Choices)

(a) Lending Service [ ]
(b) Reference Service [ ]
(c) Current Awareness service [ ]
(d) Reprographic Service [ ]
(e) Inter Library Loan [ ]
(f) User Education / Orientation [ ]
(g) Alerting Service [ ]
(h) Document Delivery Service [ ]
(i) Web OPAC [ ]
(j) Online Database search Service [ ]
(k) CD- ROM Database Service [ ]
(l) Digital Library Service [ ]
(m) Institutional Repository [ ]
(n) Ask Librarian [ ]
(o) Remote access to e-resources [ ]
(p) Any other…………………………

(5) Which of the following Current Awareness Services provided by your library? (Multiple Choices)

(a) Bulletin Board Service [ ]
(b) SMS Alerting Service [ ]
(c) Newspaper clipping [ ]
(d) Email Alert Service [ ]
(e) Monthly book addition [ ]
(f) New arrivals [ ]
(g) Any other ………………………

(6) Does your library provide any of the add–on services to the library users? (Multiple Choices)

(a) Library Web-blog / Portal [ ]
(b) Mobile Based Service [ ]
(c) Wi-Fi Services [ ]
(d) Any other…………………………

(7) Which of the following technology is/are used in the library for ICT based services? (Multiple Choices)

(a) Internet [ ]
(b) Cloud computing [ ]
(c) RFID [ ]
(d) Smart card [ ]
(e) Barcode technology [ ]
(f) QR codes tech. [ ]
(g) Any other…………………………

(8) Do you have any mobile based applications for library services? Yes [ ] No [ ] If yes, please mention the name...........................................

(9) Are you able to manage ICT based services? Yes [ ] No [ ] If yes, please specify the level of expertise,

(a) Preliminary [ ]
(b) Middle [ ]
(c) Advance [ ]
(d) Any other…………………………

(10) Do you need any technical training to manage the ICT applications in the library?
Section 4: IT Infrastructures

(1) Please provide the details of available equipment and instruments in the Library:

<table>
<thead>
<tr>
<th>Sl.</th>
<th>Items</th>
<th>Numbers</th>
<th>Sl.</th>
<th>Items</th>
<th>Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>Computer</td>
<td></td>
<td>(ii)</td>
<td>Server machine</td>
<td></td>
</tr>
<tr>
<td>(iii)</td>
<td>Photocopy Machine</td>
<td></td>
<td>(iv)</td>
<td>Flatbed Scanner</td>
<td></td>
</tr>
<tr>
<td>(v)</td>
<td>Overhead Scanner</td>
<td></td>
<td>(vi)</td>
<td>Barcode Scanner</td>
<td></td>
</tr>
<tr>
<td>(vii)</td>
<td>Hand-held Scanner</td>
<td></td>
<td>(viii)</td>
<td>Laser Printer</td>
<td></td>
</tr>
<tr>
<td>(ix)</td>
<td>Digital Camera</td>
<td></td>
<td>(x)</td>
<td>LCD Projector</td>
<td></td>
</tr>
<tr>
<td>(xi)</td>
<td>CD/DVD Writer</td>
<td></td>
<td>(xii)</td>
<td>Storage devices</td>
<td></td>
</tr>
<tr>
<td>(xiii)</td>
<td>UPS Back-up Facility</td>
<td></td>
<td>(xiv)</td>
<td>Others (Please specify)</td>
<td></td>
</tr>
</tbody>
</table>

(2) Does your library use any Library Management Software? Yes [    ] No [    ] If yes, please specify the name,
   (a) Koha [    ] (b) Libsys [    ] (c) SOUL [    ] (d) VTLS [    ] (e) Any other.................................

(3) Do you think that open source software is sufficient for management of the library activities and services? Yes [    ] No [    ] If no, please specify the reasons, (Multiple Choices)
   (a) No technical support available [    ] (b) To much technical expertise required [    ]
   (c) Volatile in nature [    ] (d) Source code not available [    ]
   (e) Difficulties in installation [    ] (f) Any other..........................................................

(4) Does your library use any digital/institutional repository software? Yes [    ] No [    ]
If yes, please specify the name,
   (a) D-Space [    ] (b) Greenstone [    ] (c) E-print Archive [    ]
   (d) Any other.............................................

(5) Which kind of security system do you use in your library? (Multiple Choices)
   (a) CCTV [    ] (b) Smart card [    ] (c) RFID [    ]
   (d) Biometrics [    ] (e) Any other.............................................

(6) Which antivirus is being used in your library for protecting computers?
   (a) McAfee [    ] (b) Avast [    ] (c) Kaspersky [    ]
   (d) K7 [    ] (e) Any other.............................................

(7) Which browser do you prefer in your library for the application software?  
   (a) Google Chrome [    ] (b) Mozilla Firefox [    ]
   (c) Internet Explorer [    ] (d) Any other..........................................

(8) Which of the following network system software is used in your library?
   (a) UNIX [    ] (b) LINUX [    ]
(9) Do you have own Library Network? Yes [ ] No [ ] If yes, what kind of network structure do you have?
   (a) LAN [ ] (b) MAN [ ]
   (c) WAN [ ] (d) Any other……………………………………

(10) Which type of internet connectivity is available in your library?
    (a) Broad Band [ ] (b) Wi-Fi [ ]
    (c) Li-Fi [ ] (d) Any other……………………………………

(11) What is bandwidth capacity of internet in your library? (Please mention)…………………………

Section 5: Social Networking Sites

(1) Does your library use social networking sites? Yes [ ] No [ ] If yes, Please specify, (Multiple Choices)
   (a) Face book [ ] (b) YouTube [ ] (c) Blog [ ]
   (d) Flicker [ ] (e) Twitter [ ] (f) Instagram [ ]
   (g) Google Plus [ ] (h) Linkedin [ ] (i) Any other…………………………

(2) What are the purposes of using Social Networking Sites? (Multiple Choices)
   (a) Linking up with library users [ ]
   (b) Promotion activities and users education programme [ ]
   (c) Creating awareness about library collection and services [ ]
   (d) Getting feedback/sharing the problems from the users [ ]
   (e) Any other…………………………………………………………..
Section 6: Problems and Issues

(1) Do you face problems during implementation of information communication technology applications in the library? Yes [ ]  No [ ] If yes, what type of problems do you face? (Multiple Choices)

(a) Scarcity/Paucity of Funds [ ]
(b) Lack of ICT Infrastructure [ ]
(c) Inadequate Trained Library Professionals [ ]
(d) Increasing Cost of Hardware and Software [ ]
(e) Lack of co-operation and co-ordination among staff [ ]
(f) Lack of support from higher authority [ ]
(g) Non Availability of Consultancy Services [ ]
(h) In Selection of open vs. Commercial software [ ]
(i) Server vs. cloud computing technology [ ]
(j) Implementation of latest device and gadgets [ ]
(k) Any other…………………………………………………………..

Suggestions/ Comments to implementation of emerging Information Communication Technology in libraries:

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Thank you so much for your kind help. After filling up please return to

Anjali Verma
Research Scholar
DLIS, BBAU,
Lucknow

Signature
(Seal of the Library/Librarian)

Email-anjaliv.7376@gmail.com
Mob. No.- 9580618206,
7270979725
QUESTIONNAIRE
(For Library Users)

Dear Sir/Madam,

I am requesting your good self to kindly spare few minutes to fill up this questionnaire on the topic “Current Trends in Information Communication Technology Applications in the Central Libraries of Indian Institutes of Technology in India: A Comparative Study between Old and New IITs.” All information/data provided by you will be remained confidential and shall be used for thesis/research purpose only.

I solicit your kind co-operation please.

Thanking you

Please tick mark [√] to indicate answers wherever mentioned.

1) User Profile
Name (Optional): .......................................................... Designation: ..........................................................
Name of Institute: ..................................................... Course and Department: .................................
Sex: Male/Female [    ] Age: .............. E-mail Id.: .................................................................

2) How often do you visit the library?
(a) Daily [    ] (b) Twice a week [    ] (c) Weekly [    ]
(d) Monthly [    ] (e) When needed [    ]

3) In case, you do not use the library frequently (daily or twice a week) please indicate the reasons. (Multiple Choices)
(a) To do research work [    ] (b) Shortage of time [    ]
(c) Required information not available [    ] (d) Information available on desktop [    ]
(e) Inconvenient library hours [    ] (f) Any other (please specify).................................

4) Please indicate the purpose of visit the library: (Multiple Choices)
(a) To borrow and return the books [    ] (b) To read general books [    ]
(c) To read newspapers/magazines [    ] (d) To read subject books [    ]
(e) To consult reference books [    ] (f) To get reference service [    ]
(g) To complete class assignments [    ] (h) Any other (please specify).................................

5) Does your library provide following types of Information Communication Technology
based services? Yes [ ] No [ ] If yes, which type of services are used by you? (Multiple Choices)
(a) Instant messaging [ ] (b) Automatic issue and return of books [ ]
(c) Online library catalogue [ ] (d) Online access of electronic resources [ ]
(e) Reservation of books [ ] (f) CD-ROM access on the campus network [ ]
(g) Digital reference Service [ ] (h) In-house digital collection [ ]
(i) Remote access [ ] (j) Online user education/orientation programs [ ]
(k) Any other (please specify) .................................................................

6) Does your library offer social networking sites? Yes [ ] No [ ] If yes, then which social networking site/sites are mostly used by you? (Multiple Choices)
(a) Face book [ ] (b) YouTube [ ]
(c) RSS feed [ ] (d) Twitter [ ]
(e) Any other (please specify) .................................................................

7) Are you satisfied with the digitized collection of your library? Yes [ ] No [ ]

8) What is your opinion about use of digital collection in the library?
(a) Highly useful [ ] (b) Moderately useful [ ]
(c) Slightly useful [ ] (d) Not at all useful [ ]
(e) Any other (please specify) .................................................................

9) Are you satisfied to the library services? Yes [ ] No [ ] If yes, please specify,
(a) Fully satisfied [ ] (b) Partially Satisfied [ ]
(c) Satisfied [ ] (d) Not satisfied [ ]

10) Are you satisfied with the relevant collection available in your Library?
Yes [ ] No [ ] If yes, please specify,
(a) Excellent [ ] (b) Very good [ ]
(c) Good [ ] (d) Poor [ ]

11) Do you use E-resources provided by your library? Yes [ ] No [ ] If yes, which type of e-resources do you use? (Multiple Choices)
a) E-journals [ ] b) E-Databases [ ] c) E-Books [ ]
d) E-Theses [ ] e) E-Scholarly Content [ ] f) Any other (please specify) .................

12) What kind of problems do you face while using the e-resources of your library?
(Multiple Choices)
(a) Inadequate resources [ ] (b) Poor connectivity of internet [ ]
(c) Unorganized information [ ] (d) Difficult to read from screen [ ]
(e) Any other (please specify) .................................................................
13) Please give your valuable suggestions to improve and apply Information Communication Technology in the Library Services?

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Thank you so much for your kind help.

After filling up please return to

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Research Scholar
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Email-anjaliv.7376@gmail.com
Mob. No.- 9580618206, 7270979725