QUESTIONNAIRE

PART – A
Information about the University

Please, provide following information [Put tick mark (√) wherever necessary].

A1. Name of the University: ________________________________________

A2. Type of University: Central / State

A3. Nature of University: Unitary / Affiliating (having ............... nos. of affiliated colleges)

A4. Year of Establishment: ______________

A5. Name of the Vice Chancellor: ________________________________________

A6. Address: Place:________________________ City:________________________

District:________________________ PIN. __________________

Phone No.: __________________________ Fax: __________________________

E-mail Address: __________________________________________

URL: ________________________________________________________

A7. Number of Teaching Staff: A7.1. Permanent: ________

A7.2. Temporary: ________

A8. Number of Non-teaching Staff: A8.1. Permanent: ________

A8.2. Temporary: ________

A9. Number of Students:

A9.1. Bachelors Degree: ________

A9.2. Masters Degree: ________

A9.3. MPhil: ________

A9.4. PhD: ________

A10. Number of Faculties/Schools: ________ (Arts / Science / Commerce/ Law / ..............)

A11. Teaching Departments: ____________

A12. NAAC’s Grade? ________
PART - B
Information About the Library

Please, provide following information [Put tick mark (✓) wherever necessary].

B1. Name of the Library:

B2. Year of Establishment:

B3. Area of the Library (In Square Meters):

B4. Does the library have a separate building: Yes / No (2 / 3 / 4 /...... storied building)

B5. Is the library centrally located in the university campus? Yes / No

B6. Library Staff:

B6.1. Number of Professional Staff:

B6.1.1. Librarian: □
B6.1.2. Deputy Librarian: □
B6.1.3. Assistant Librarian: □
B6.1.4. System Analyst: □
B6.1.5. Information Scientist: □
B6.1.6. Documentation Officer: □
B6.1.7. Professional Assistant: □
B6.1.8. Technical/Library Assistant: □
B6.1.9. Other Professional Staff: □

Total:

B6.2. Number of Non-Professional Staff:

B6.2.1. Clerk: □
B6.2.2. Bearer: □
B6.2.3. Cleaner: □
B6.2.4. Others (Specify): □

Total:

B6.3. Others (Please, Specify):

B7. Type & Number of Paper Media:

B7.1. Text Books:

B7.2. Reference Books:

B7.3. Rare Books:

B7.4. Manuscripts:

B7.5. Special Collection (Please Specify):

a. ..........................................

b. ..........................................

□

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B7.6. Current Periodicals: Total: __________
Indian: __________  Foreign: __________
B7.7. Bound Periodicals: Total: __________
B7.8. Newspapers: Total: __________
Local: __________  National: __________

B8. Type & Number of Non-Paper Media:
B8.1. Optical Media: __________
B8.2. Microfiches: __________
B8.3. Microfilms: __________
B8.4. Others (Please Specify): .................................................................

B9. Does you have Library Committee/Library Advisory Committee?: Yes / No
If yes, total number of members in the Committee: __________

B10. Library Budgets during the last 5 (five) years:

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B11. Expenditure under different Library Heads for last five years:

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PART - C
IT Infrastructural Facilities

Please, provide following information [Put tick mark (✓) wherever necessary].

C1. Number of Personal Computers in different sections of the Library: Total
   C1.1. Circulation Section: ✓ C1.2. Processing Section: ✓
   C1.3. Reference Section: ✓ C1.4. Reading Room: ✓
   C1.5. Periodical Section: ✓ C1.6. Others: ✓

C2. Are all the computers available in the library in a network (LAN): Yes / No
   If yes, type of Network: Client - Server / Peer-to-peer / ...........................................
   If no, why? ......................................................................................................................

C3. Please, mention the year of introducing computer in the library: ......................


C7. Library Software Package presently using: SOUL / LibSys / ................. Year ...........

C8. Areas of Computerization:

C8.1. Acquisition: Yes / No  C8.2. Cataloguing: Yes / No
C8.3. Serial Control: Yes / No  C8.4. Circulation Control: Yes / No
C8.5. OPAC: Yes / No  C8.6. Others (Please Specify): ......................

C9. Have you introduced barcode technology? Yes / No

If yes, number of
i. Barcode printer: □ □  ii. Scanner: □ □

C10. Configuration of the Computers:

C10.1. Server

   Processor: ..............................
   Hard Disc: ..............................
   RAM: ..............................

C10.2. Client

   Processor: ..............................
   Hard Disc: ..............................
   RAM: ..............................

C11. What type of back up device do you use?: Magnetic Tape / CDs / DVDs/ ..............

C12. Other IT facilities:

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<th>Qty</th>
<th>Description</th>
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<td>C12.1. Telephone:</td>
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<td>C12.2. Fax:</td>
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<tr>
<td>C12.3. V-SAT:</td>
<td>..............................</td>
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<td>C12.4. Internet:</td>
<td>..............................</td>
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<tr>
<td>C12.5. Xerox Machine:</td>
<td>..............................</td>
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<td>C12.6. Printer:</td>
<td>..............................</td>
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<td>C12.7. Scanner:</td>
<td>..............................</td>
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<td>C12.8. RFID:</td>
<td>..............................</td>
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<td>C12.9. Website:</td>
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<td>C12.10. Microfilm Reader:</td>
<td>..............................</td>
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<td>C12.11. TV / Audio-Visuals:</td>
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<td>C12.12. Others (Please Specify)</td>
<td>..............................</td>
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</table>
PART-D
Internet Facility in the University Library

Please, provide following information [Put tick mark (✓) wherever necessary].

D1. Does the library provide Internet service to the users? Yes / No

D2. When did the library start Internet service to the users: .................................

D3. What are the objectives to introduce Internet service to the users?
   a. to improve access to the outside electronic resources. Yes / No
   b. to participate easily with the networks. Yes / No
   c. to provide instant & current information as required. Yes / No
   d. to improve the image of the library. Yes / No
   e. to help the staff for managing the library activities. Yes / No
   f. Others: ...........................................................................................................

D4. Is the Internet service available in the same library building? Yes / No
   If no, where the center is located? ................................................
   If yes, is the Internet service available in all the computers? Yes / No

D5. What type of Connectivity you have? Broadband / V-Sat / Cable / Others ...........

D6. Who is the Internet Service Provider? BSNL / Others: (Please specify) .............

D7. What is the normal speed of the connection? ....................................................

D8. Where from do you get fund to manage the Internet section? ..........................

D9. Is the Internet service Free or Chargeable? Free / Nominal charge of Rs. ........../hr.
   If you charge, what is the average monthly income? Rs. .................................

D10. Are there any staff for looking after the Internet Section? Yes / No.
    If 'yes' how many staff are there for this purpose? ................. Qualification: ........
    If 'no' who looks after the section? ........................................

D11. Do the users get any training from the staff for using Internet? Yes / No

D12. How many PCs are available exclusively for providing Internet service? ........

D13. Infrastructure available in the Internet Section: (Mention quantity)
   i. UPS.................. ii. Modern ........... iii. Printer ......................................
   iv. Web Camera ....... v. Others (Please, specify): ........................................
D14. What is the time period? .............. hrs. From .......... am to .......... pm

D15. How many users can sit and access to Internet at a time (i.e., capacity)? .................

D16. Does the Centre remain open on holidays? Yes / No
   If ‘yes’ for how many hours? ................. hrs. From .......... am to .......... pm

D17. Does the library have membership of any E-consortium? Yes / No
   If ‘yes’ please, specify the name? UGC-Infonet / INDEST / Others (Please specify) .........

D18. Total number of E-journals subscribing? .............
   a. No. of Full Text Journals ............. B. No. of Journals having only Abstract .............

D19. What is the number of regular average daily Internet users? .....................

D20. How do the Internet users take the outputs (downloaded web pages / files)?
   i. They copy the files in CDs / Flash drives.
   ii. They take the printouts, which is Rs. ...... .00 per copy / Free of charge
   iii. Both

D21. What type of problem does the library face in providing Internet service?
   i. Users download unnecessary files / pictures into the systems. Yes / No
   ii. They make a noise in the centre. Yes / No
   iii. They feel disturbed when there is less speed in the connection. Yes / No
   iv. They play online games and occupy the space unnecessarily. Yes / No
   v. They change the settings of the computers. Yes / No
   vi. They delete important files or softwares. Yes / No
   vii. Expenditure on systems maintenance increases. Yes / No
   viii. Others (Please, specify) .................................................................

D22. Do you get any fund exclusively for Internet service from UGC / INFLIBNET? Yes / No
   If ‘yes’ how much? Rs. ............. (Recurring) & Rs. ............. (Non-recurring) per year.

D23. What is the yearly estimated expenditure to maintain the Internet centre.
   Recurring: Rs. ..........................  Non-recurring: Rs. ..........................
### PART E

**Attitude Towards Internet Service**

Please, provide following information [Put tick mark (✓) wherever necessary].

**E1.** Do you think that Internet service in a university library is very important?  

<table>
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<tr>
<th>Yes</th>
<th>No</th>
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**E2.** How do you rate the users' demand for Internet Service?  

Very High / High / Medium / Low / Very Low

**E3.** How would you categorize the purpose of the users for accessing Internet?  

| Academic / Research / Entertainment / Chatting / On-line Gaming / Others |

**E4.** Do you think library services like CAS, SDI, Indexing, WebOpac etc. can be provided using Internet?  

| Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree |

**E5.** What is your attitude? Internet facility in the library

<table>
<thead>
<tr>
<th>E5.1. helps the users to get desired information that is not available in the library?</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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<th>E5.2. facilitates cooperation and resource sharing among libraries.</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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<th>E5.3. helps to introduce new services;</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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<th>E5.4. allows rapid and faster information communication;</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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<th>E5.5. facilitates wider access to all kinds of information sources from remote place;</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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<th>E5.6. ultimately helps to join library networks or e-consortium;</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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<th>E5.7. helps in performing all house keeping operations like acquisition, classification, cataloguing, serial control, circulation control, information retrieval etc.</th>
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<td>Strongly Agree / Agree / Undecided / Disagree / Strongly Disagree</td>
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**E6.** University Authority always encourage the library to introduce Internet facility to users.
PART - F
Your Personal Information

Please provide following information [Put tick mark (✓) wherever necessary].

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**F1.** Name:  

**F2.** Designation: .................................................................

**F3.** Date of Joining this University:  

**F4.** Sex:  
  a. Male □  
  b. Female □

**F5.** Age Group:  
  a. 36-40 □  
  b. 41-45 □  
  f. 46-50 □  
  g. Above 50 □

**F6.** Year of experience before joining this university as a ............................................

**F7.** Name of the Institution(s) where worked previously: ................................................

**F8.** Your Highest Degree Obtained in the Field of Library and Information Science:
  a. Ph. D. □ Year: ....... University: .................................................
      Topic: ...........................................................................................................
      .............................................................................................................
       .................................................................
       ( Provisional / Final / Obtained )
  b. M. Phil. □ Year: ........ University: .....................................................
  c. Master's □ Year: ........ University: .......................................................

**F9.** Fields of Interest / Specialization: .................................................................

**F10.** Other Technical Qualifications on computer / Internet:

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F11. Number of Publications: State: ......... National:......... International: .........

F12. Workshops / Seminars / Symposiums Attended:

State: ........ National:......... International: .........

F13. Papers presented / published:

State: ........ National:......... International: .........

F14. IT facilities exclusively available for you


d. Internet: ....................... e. Fax: .......................... f. Others: ............

F15. Average time spent by you to browse Internet at work place daily:

0 hr. / 1 hr. / 2 hrs. / 3 hrs. / 4 hrs. / 5 hrs. / 6 hrs. / 7 hrs. / 8 hrs.

F16. Your date of retirement: [ ] [ ] [ ]

Date: ........................................ Signature: ........................................