LIBRARY AUTOMATION SYSTEM IN ACADEMIC LIBRAREIS

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Abstract:

This article is a study of automation in library and information Centre. Library is a heart of Academic Institutes. The old concepts of libraries are changing rapidly from the store house of books to Information Centre. Administration work in the library can be made easy and effective with a use of computer. For instance, activities like housekeeping operations such as acquisition, Cataloguing, serial control, circulation and technical work can be performed easily and quickly with having full control on the collection. Avoiding the duplication of work saves lots of time which fulfils the fourth law of library science. In this article we discuss about the increasing importance of library automation, its benefits and various technological tools and its applications in libraries.

Keyword: Library Automation, Computerized library, digital library.

Introduction:

Library automation refers to the use of technology to automate various function and services in a library. It involves application of computer systems and software to manage library operations, such as cataloging, circulation, reference services and serial control. The automation process involves digitization, where print material converted into digital format and making them accessible online to library users. With the library automation librarians can provide improved access to information and resources enhance user experience and manage library collections.

Library automation is replacing manual system in the library. Library automation is computerization of all library areas such as acquisition, cataloging, reference services, check in, check out and serial control. The library automation is a process of collecting, processing, storing and transmitting information with the help of computer through high-speed library services. Computerization of all library operations and activities are called library automation.

Objectives of Library Automation:

- Improve efficiency: Automation eliminates manual processes such as searching and cataloging
- Easy access to information: The process of locating and retrieving materials making it easier to user to find the required information.
- Improve data accuracy: with the library automation, librarians can get accurate usage statistic and valuable data to make decisions.
- Preservation of all bibliographic details in the library software.
- User friendly: user can access the availability of library materials

Meaning and Definitions:

In 1936 D.S.Harder coined the word "automation" for the first time. The word comes from Greek word "automose" which means something that may function independently.

According to Encyclopedia of Library and Information Science defines "Automation is the technology used in the creation and improvement of system and procedure that eliminates the requirement for manual intervention in their execution".

Components of Library Automation System:

Automation of Libraries refers to the use of computer software to carryout manual function through a computer system. The required components are as follows:

- Computer System
- Networking devices
- Software

- Data Base
- Server
- Trained Staff

Library Automation and its application

Software for library automation is essential for all kinds of libraries; therefore, library automation software is must for the productivity of all library operations. A few library housekeeping activities covered below.

- ➢ Acquisition
- ➢ Cataloging
- ➢ Circulation
- ➢ Serial Control
- ➢ OPAC
- ➢ WEB OPAC
- ➢ Reports

1. **Acquisition:**
   Acquisition is the general term used to the function of obtaining the library materials which make up a library's collection. This section is main responsibility of procurement of document.

2. **Cataloging:**
   Cataloging system is a traditional and fundamental activity practiced among libraries world over cataloging system whether manual or automated encompass into two interrelated activities descriptive cataloging and the production of library cataloging. Automation has an impact over two facets of cataloging descriptive and physical nature of catalog.

3. **Circulation:**
   Circulation system is concerned with charging and discharging of document. Automation of circulation control system saves a lot of resources, finance, human and time. It also ensures speed and accuracy in operation.

4. **Serial Control:**
   The Serial Control is an important part of in-house keeping operation in a library. The benefit of the application of automation in other areas of library operations is established. It is a natural progression for librarians and system designer. It helps to record and maintain accurate and timely serials holdings data. And reduce labor and time-consuming work involved in manual serials system.

5. **OPAC:**
   The **online public access catalog** (**OPAC**), now frequently synonymous with Library Catalog, is an online database of materials held by a library or group of libraries. Online catalogs have largely replaced the analog card catalogs previously used in libraries.

Advantages of Library Automation:

- ➢ Improve the quality, speed and effectiveness of services.
- ➢ Relive Professional staff from clerical work.
- ➢ Improve remote access to user
- ➢ Facilitate wider dissemination of information product and services.
- ➢ Resources sharing among another library network.
- ➢ Enable rapid communication with other libraries.

Disadvantages of Library Automation:

- ➢ The need of knowledge professional.
- ➢ The majority of libraries had troubles with library automation caused by inadequate knowledge of technology such as hardware and software problem.
- ➢ There should be a provision for a power supply.
- ➢ More Computers are needed as well as high speed quality internet.
- ➢ Lack of financial support from management to implement new technology.
- ➢ The cost of all the equipment needed for library library automation including computers, machinery etc.

Conclusion:

In Conclusion library automation has revolutionized the way of libraries function today. Library automation has brought about improved accessibility and efficiency in library services. Automation has made it easier for library staff to manage and organize collection of books and other resources. It provides users with quick and easy access to resources and it is more convenient for them to use. The automation process has also enabled libraries to offer more comprehensive services such as online resources, electronic journals and access to e-books. The library automation has been hugely beneficial for both library staff and users.

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