

Application of Information Technology in Libraries

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Abstract: *Information has become a very important factor for national development. The term of information technology generally refers to electronic technologies for collecting, storing, processing and communicating information. The paper deals with different IT application in libraries and challenge also the application of IT. In is libraries advantage and disadvantage of IT in libraries discussed in brief*

Keywords: Information technology, internet, library, e-mail, acquisition, circulation, stock verification, abstracting, indexing.

I. INTRODUCTION

The computer and communication systems combined to be called information technology, are essential in the every part of our life. We are living in the information in based society. Information has become a very important factor for national development. Information technology is a comprehensive term. Convergence of computers, telecommunication and information. These technology is a gathering, processing, storing, retrieval and dissemination of information. Advances in information technology and mass communication system have revolutionized the whole information system.

Different type of Information Technology in Libraries:

We are used different of information technology in Libraries, these included–

- **Internet** – Network of networks called the internet through internet a user can access information sitting at home without visiting the library. The internet exists to facilitate the sharing of resources among participating organizations. Which include government agencies, educational institutions and private corporation to promote collaboration among researchers.
- **E-mail** – Electronic mail (E-mail) allows a user to send messages electronically to individuals or groups of individuals in addition system programmes accept and store mail messages that comes in for users from other hosts.
- **WWW** – The World Wide Wave (WWW) project was founded on the idea that much academic information should be made freely available to anyone. Its purpose is to allow global information sharing.
- **Barcode System** – Computerized information systems are becoming vital for managing organization/institutions effectively. It is essential that the information going into computers should be accurate, faster and inexpensive. This can be achieved by using barcode system.
- **CD Rom and Pen Drive** – The invention of CD Rom has enabled a thousand large book or document to be recorded on it which can be read through computer and printout taken instantly of the text at a nominal. Now most of the reference books such as encyclopedias, dictionaries, bibliographies, abstracting and indexing journals are coming in the CDROM or Pen drive.

Challenges of Information Technology :

Information technology can replace traditional libraries into digital libraries. But some of the challenges are their in use of information technology in libraries these includes –

- **Financial Resources** – Modernization of library services by adopting various information technologies requires good financial support. Lack of financial support create problem in application of information technology.
- **Human Resources** – There is a lack of requisite level of working knowledge and skill of information technology in library personnel. Top level management authorities don't cooperate for librarians. Users of librarians also don't have sufficient knowledge of information technology.
- **Physical Resources** – Physical resources like building, telephone, furniture, internet connection are not available insufficient numbers. Which is the major problem for implementation of information technology.

Application of Information Technology in Libraries:

The library is the main information centre, which can make use of the fast development information technology for the benefits of mankind as a whole. The librarian's preference of information technology should include all those technologies which are expected to be used in the library activities or operations and other library services for collection, processing, storage, retrieval and dissemination of recorded information. The fast developing information technologies have showered almost every areas of application including libraries. In case of libraries, these are better use in the following environment –

- **Library management** – Library management includes the following activities, which will certainly be geared up by the use of these fast information technology developments these, classification, cataloguing, indexing, database creation and database indexing.
- **Library networking** – Library networking means a group of libraries and information centers are inter connected for some common pattern for information exchange and communication with a view to improve efficiency.
- **Library automation** – Library automation is the concept of reducing the human intervention in all the library services. So that any user can receive the desired information with the maximum comfort and at the lowest cost. Major areas of the automation can be classified into organisation of all library databases and all housekeeping operation of library.
- **Technical Communication** – Technical communication consisting of technical writing, editing, publishing and DTP systems etc.
- **Audio/video Technology** – Audio/video technologies includes photography, microfilms, micro-fishes, audio taps, printing and optical disk etc.

Information Technology in Libraries:

Information technology is considered as an indispensable part of the library. It's application can be made to each and every library activity. There are areas of library operations where IT is being adequately used and some more activities are potential to adopt IT.

- **Book Acquisition** – Acquisition is concerned with the building of library collection by selecting right materials. Computerized acquisition helps in selection, duplicate, checking, ordering, procuring of library materials, processing bills, maintaining subject wise budget allocation etc. in the process of book selection internet comes in great use and through e-mail the ordering to vendors becomes easy, quick and economical. The database of publishers and distributors can be used to select the latest publication.
- **Circulation** – Circulation procedures in a conventional system is very lengthy and time consuming. The use of technological devices such as computers, barcode, scanners and software for circulation helps in performing the lending of library materials easily and quickly.
- **Cataloguing** – Cataloguing of library holdings can be prepared easily on the computer by importing the bibliographical details of the documents from acquisition file and by retro-converting the catalogue.
- **Periodical Control** – Computer software specifically for library operations have been developed. The select new journals through internet and process it renewal, placement of orders, list of periodicals, remainders for non received issues can be easily handle through use of computers.

- **Classification** – All major classification schemes are now available in CDROMs. The sorting out of class numbers has been easy from a CDROM and if the scheme is incorporated in software then the work is done automatically.
- **Stock Verification** – Readymade list of untraceable books can be made available by feeding into computer the accession numbers of books present in library. In order to make more easier and time saving. The bar coding technology in the field of stock verification while verifying the stock. The books are not now needed to be brought near the computer for feeding the accession numbers, rather the barcode attached computer can be move through the stack are for checking the barcode labels of each book.
- **SDI** – Users profile, document profile, matching and feedback are very easy through use of IT. Therefore SDI is a easy through IT.
- **Indexing/Abstracting** – Most of the big indexing and abstracting services in the world like chemical abstract, LISA etc. are available in the CD-ROM format.
- **Other Services** – CAS, database search services, internet services, micrographic services and multimedia are helpful for users.

Advantages of information technology :

Some of the advantages using information technology is library are –

- Use of IT solve the space problem.
- The IT helps to avoid duplication of work in library operations.
- The IT shift demand of users from collection based services to information based services.
- The IT helps to introduce new services and improve existing services.
- The IT helps to increased quality in services.
- The IT helps to increase efficiency and effectiveness in library operation.
- It helps in saving time, space, energy and resources.

Disadvantages of information technology :

Some of the disadvantages of information technology include –

- Insufficient funds.
- Unemployment.
- Inadequate trained staff.
- Operational costs are exceeding year by year.

II. CONCLUSION

It is concluded that the new information and communication technology will be helpful for speedy and quick dissemination and retrieval of information to the users. It base library services are useful for libraries in almost all the department of library. Library professional need to adopt the latest technological tools to prove and established their role as information providers.

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