



## RESEARCH ARTICLE

### IMPLEMENTATION OF NEW IDEAS TO "SAVE THE TIME OF THE READER" IN SDMSG POLYTECHNIC INSTITUTES LIBRARY

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#### ABSTRACT

This research paper describes the academic library services give to users; also here is brief introduction of Dr. S. R. Rangnathan's 5 laws, cataloguing, and Bibliographic records. This research paper focuses on the services given by SDMSG Polytechnic Institutes library to the library users to simplify their research. Researcher target is to fulfill readers/users demands towards the library within short time. By this research researcher gets forward to the web media and fulfill the reader's demands. Dr. S.R. Rangnathans 4<sup>th</sup> law of library science i.e. Save the Time of the Reader is the target of this research. For this research researcher choose the Sir Dr. M.S. Gosavi Polytechnic Institute Library. Researcher implements new ideas to get the proper services to the users of the library within very short time.

## INTRODUCTION

There is a reality at every educational area that less number of library staff is appointed at academic library. "An academic library is a library that is attached to a higher education institution which serves two complementary purposes to support the school's curriculum, and to support the research of the university faculty and students." Academic Libraries are these libraries which are working as per norms of affiliated Universities. There is a fixed criterion of working and implementing facilities. The basic facilities are essentials as per norms. Every academic librarian must know the norms and regulations of the affiliated university. Here I represent a Polytechnic library so I briefly mentioned norms of Maharashtra State Board of Technical Education. All Diploma colleges are affiliated to MSBTE. Dr. S.R. Ranganathan described five laws of library science in the year 1931. Crawford & Gorman updated these laws as per generation in 1995 and make five laws of modern version. As per 21<sup>st</sup> century, new generation attracts towards the web so in the year 2004 Alireza Nuruzi updates these laws as per Web version. So basic 5 laws of library science are same but there is need to upgrade as per researchers demands.

And it is needful because of web media is highly creator of information explosion. There is a big challenge in front of every librarian to stand and to upgrade our self in this mega net of information. This research paper helps to upgrade librarian and to get new ideas to implement in library. In library and information science, cataloging (or cataloguing) is the process of creating metadata representing information resources, such as books, sound recordings, moving images, etc. Cataloging is a very important part of Library Work. It is a best guide to reach to user's requirement (either in form of books, CDs/DVDs and other non book material). Librarian can make catalog as per user requirement. It may Title Catalog/ Subject wise catalog/ Author wise catalog/ Publisher wise catalog. User can easily find there required material by using these catalog. In SDMSGPI I have used Subject wise catalog. This catalog is useful to search exact book location. A *bibliographic record* is an entry in a *bibliographic index* (or a library catalog) which represents and describes a specific resource. For Academic Libraries there is need of Bibliographic record. It helps to select a proper book in replace of required book. By using bibliographic record we can adjust unavailability of required book and user can satisfied by taking relevant information.

**Academic libraries:** From the National Center for Education Statistics, an Academic Library is defined as the library associated with a degree-granting institution of higher education. Academic library's main function is to support their

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parent organization in achieving the organizational objectives. As the name suggest academic libraries are involved in providing support for research and educational activities in universities, institutions, and other academic organizations. It involves content development, acquisition, technical services, providing institutional repositories, inter-library loan, and document delivery services etc. some academic libraries also establish writing centers and centers for information literacy too.

### Objectives:

The objectives of this research is

- To save the time of library user
- To upgrade facilities given by library as per users requirement

### METHODOLOGY

For this research paper Practical based research type is used. This paper includes cataloging, bibliographic record, facilities given by SDMSG Polytechnic Institutes Library. The information about user's satisfaction about simplification of their research is achieved by given facilities by SDMSG Polytechnic Institutes Library.

#### First Law: Books are for use

The first law constitutes the basis for the library services. Dr. Ranganathan observed that books were often chained to prevent their removal and that the emphasis was on storage and preservation rather than use. He did not reject the notion that preservation and storage were important, but he asserted that the purpose of such activities was to promote use. Without user access to materials, there is little value in these items. The first law of library science "books are for use" means that books in libraries are not meant to be shut away from its users. Best said by Dr. Rangnathan that if there is no user for a book there is no value of the book. But when the users can increases for a good book then the value of book is double that the existing price.

#### Second Law: Every reader his/her book

This law suggests that every member of the community should be able to obtain materials needed. Dr. Ranganathan felt that all individuals from all social environments were entitled to library service, and that the basis of library use was education, to which all were entitled. These entitlements were not without some important obligations for both libraries/librarians and library patrons. The second law of library science "every reader his/her book" means that librarians serve a wide collection of patrons acquires literature to fit a vast collection of needs, do not judge what specific patrons choose to read. Everyone has different tastes and differences and we should respect that. Every reader has its different choice to choose a reading material. Some readers like to read some publishers books and some reader likes to choose their books as per their favorite writer/Author. Library staff is eligible to serve the proper book to reader.

#### Third Law: Every book its reader

This principle is closely related to the second law, but it focuses on the item itself, suggesting that each item in a library has an individual or individuals who would find that item useful. Dr. Ranganathan argued that the library could devise many methods to ensure that each item finds its appropriate reader. One method involved the basic rules for access to the collection, most notably the need for open shelving.

The third law of library science "every book its reader" means a library's books have a place in the library even if a smaller demographic might choose to read it. Here we can use our best cataloguing method to reach a reader to every book. It would be possible to every book get its reader. Proper shelving by DDC or any popular classification system helps to user to get particular book. Open access system is best choice for library management.

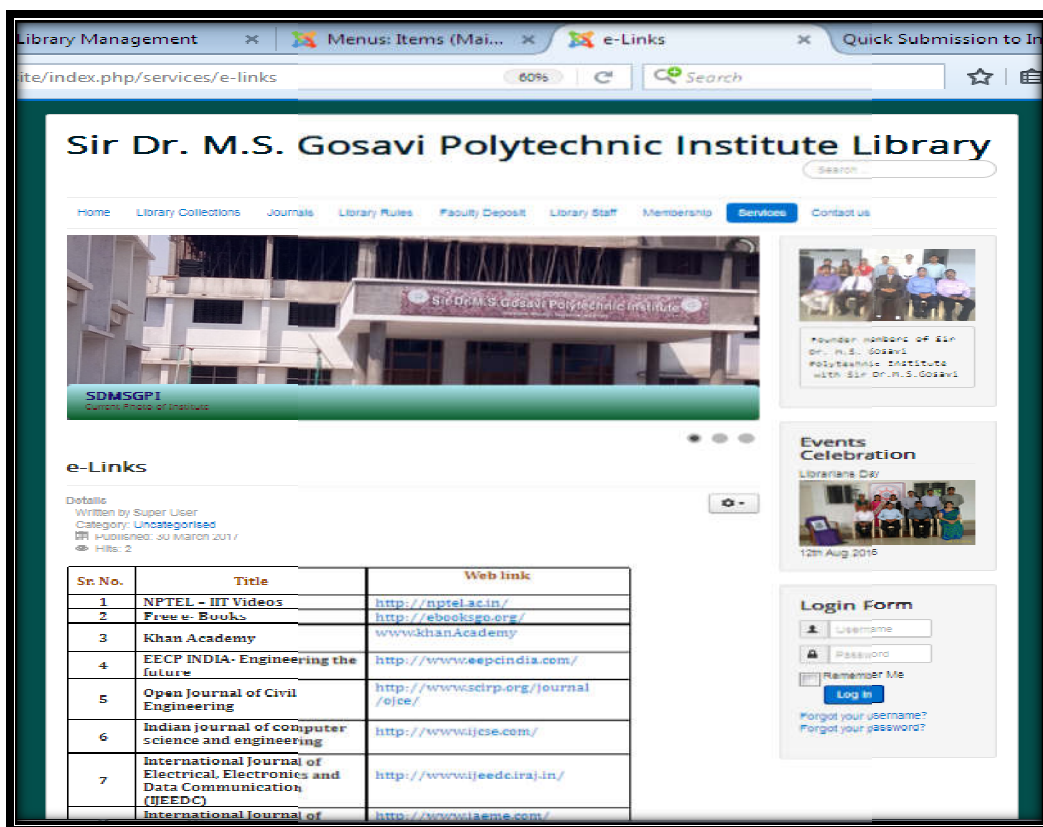
#### Fourth Law: Save the time of the reader

This law is recognition that part of the excellence of library service is its ability to meet the needs of the library user efficiently. To this end, Dr.S.R Ranganathan recommended the use of appropriate business methods to improve library management. He observed that centralizing the library collection in one location provided distinct advantages. He also noted that excellent staff would not only include those who possess strong reference skills, but also strong technical skills in cataloging, cross-referencing, ordering, accessioning, and the circulation of materials. The fourth law of library science "save the time of the user" means that all patrons should be able to easily locate the material they desire quickly and efficiently.

This is the research topic of this paper and I have more concentrated to increase library users without wasting their valuable time. I possessively choose this law of library science to implement new methods as per new generation's demands. There is much more things to research and implement in library. It can help to upgrade librarian by new methods and new web base techniques. Librarian should make him/herself as android app. By one click we fetch more related information is the popularity of android.

#### Fifth Law: The library is a growing organism

This law focused more on the need for internal change than on changes in the environment itself. Dr. Ranganathan argued that library organizations must accommodate growth in staff, the physical collection, and patron use. This involved allowing for growth in the physical building, reading areas, shelving, and in space for the catalog. The fifth law of library science "the library is a growing organism" means that a library should be a continually changing institution, never static in its outlook. Books, methods, and the physical library should be updated over time. This reference to "follow the reader" sounds very similar to the ethnographic studies and observations that have become more prevalent in LIS user behavior research. In 1940, when making a case for local funding of public libraries, McDiarmid stated: "In order to answer the question, 'What type of library service is needed in the community?'... a great deal must be known regarding the area to be served. What are the important factors in the library's community environment? What social changes have altered this environment? These are questions which require historical, geographical and social data and, hence, an important part of an effective library survey is a study of the community itself." These five laws of library science are very common and each and every librarian should follow these laws. As per the generation we must make upgrade our self to release generation gap. Every field need to change as per their user's requirement. Daily researchers are always gets some new things and find the solutions for their research problems. That's why there is a big metadata is available in market.



Sr. No.	Title	Web link
1.	NPTEL – IIT Videos	<a href="http://nptel.ac.in/">http://nptel.ac.in/</a>
2.	Free e- Books	<a href="http://ebooksgo.org/">http://ebooksgo.org/</a>
3.	Khan Academy	<a href="http://www.khanAcademy.com/">www.khanAcademy</a>
4.	EECP INDIA- Engineering the future	<a href="http://www.eecpindia.com/">http://www.eecpindia.com/</a>
5.	Open Journal of Civil Engineering	<a href="http://www.scirp.org/journal/ojce/">http://www.scirp.org/journal/ojce/</a>
6.	Indian journal of computer science and engineering	<a href="http://www.ijcse.com/">http://www.ijcse.com/</a>
7.	International Journal of Electrical, Electronics and Data Communication (IJEEDC)	<a href="http://www.ijeedc.iraj.in/">http://www.ijeedc.iraj.in/</a>
8.	International Journal of Mechanical Engineering & Technology (IJMET)	<a href="http://www.iaeme.com/">http://www.iaeme.com/</a>
9.	International Journal of Current Research	<a href="http://www.journalcra.com/">http://www.journalcra.com/</a>
10.	International Journal of Science and Research	<a href="https://www.ijsr.net/">https://www.ijsr.net/</a>

There is explosion of information. And researcher needs a proper guidance to sort required and useful data. “There is will there is way” it is the slogan of researcher. To help the researcher there is very important role of librarian. Librarian should use Boolean operators to reach proper requirement of researcher. AND, OR, NOT gates are well known Boolean operators. To get proper requirement of user and to save the time of researcher and library person librarian can use these Boolean operators. In this research paper I have focused on fourth law of library science i.e. “Save the time of the reader”. Because now a day the life is so fast and forward. So no one have time to west to get information. Everyone needs required information in one click. Here is very important role of librarian. Librarian should upgrade one step ahead the user. “Library is a growing organism” is the fifth law of library science. Every day researcher gets new information and they share it by online or offline ways. Internet is a vast source of information. To get proper information we need to put proper words to search by any search engine. Librarian needs to search all new ways to save the time of user/researcher.

In Sir Dr. M.S. Gosavi Polytechnic I have made a practical demo to implement fourth law of Library science.

- Made a faculty deposit
- Made catalogues by 3 ways

- Accession No. wise
- Title wise
- Subject and Department wise
- Made a library website having direct link to college website
- Facility of android app of ERP
- Free e books and e journals websites at digital library
- 24/7 hrs. internet facility at digital library with proper guidance
- Gifted books are available for direct access at Dr. APJ Abdul Kalam VACHAN KATTA
- Bibliographic Record

**FACULTY DEPOSIT:** I have made a faculty deposit in digital and manuscript form which is available to read only. Published research papers in reputed national international journals and articles in MSBTE Newsletter is the current depository available in library. Digital repository is directly attached to library website. Manuscript is available at library’s

**Neo conventional resources**

**CATALOGUES:** For admission student’s eligibility criteria is 10<sup>th</sup> pass. So they might be not aware about library uses. They are like spoon feeders.

So I research on their habits, their behavior in library and which problems they face to search reading material. By that research I got a solution that they required proper position of required books. So I made my first experiment i.e. first Accession number wise catalogue.

**Accession No. wise catalogue:** This is my first level of experiment and I made Accession No. wise catalogue for students. For one week they had used this catalogue, but they got more difficulty to search required book. And it is waste of time. This level is failed. So I used next level of experiment.

**Title Wise Catalogue:** This is second level of experiment and I made Title wise catalogue. For this experiment I used 4 days and result is quite good than first experiments. Students know titles of books so they can search books by A-Z format of this catalogue. But there is one query that to search books for same subject it is lengthy procedure. And take more time to search books for a single subject. After these two research I finally choose to make subject wise catalogue.

**Subject wise catalogue:** This is final level of my experiment to make catalogue. And I made this catalogue subject wise plus sorted it department wise. It is easiest way to search proper books for specific subject. Also I made separate catalogue for separate location and mentioned location in this catalogue. So it is useful to all researchers to search books within very short time and get proper reading material.

**LIBRARY WEBSITE:** Researchers are seeking to gain knowledge and information within a time. For that required material they needs without any efforts or they required material in very few minutes. So I think there is a better way to get them all library material in one click. I have made a Sir Dr. M.S. Gosavi Polytechnic Library Website by using Joomla: a content management system. I have put all reading materials catalogues in website. Also I interlink all e newspapers to read and take updates. To search current research I have linked international journals in library website. Also I displayed e books links which is freely available to use.

**ANDROIDE APP OF ERP:** In Library we are using ERP software for daily books transaction. Library users have facility to reserve books by using ERP. Now we are going forward to reach to users hand and make smartly android app for library users. Users are using android phones so they can access ERP software to search library books and to reserve the required book. Librarian gets immediate notification after reservation of book. So it is time saving way of library users and library staff also. I had done bar coding to all books. So within few seconds librarian can issue reserve book to particular user.

**E-BOOKS AND E JOURNALS:** In Digital Library I have saved some e books to read. Also I have displayed e journals links and free e books links to users. They can easily access the links and can freely download required books or research papers from these web links.

### Some links I have mentioned below

**INTERNET FACILITY:** In Digital library we provides 24/7 hrs. Internet facility to students. I have restricted some website like face book and you tubes. Students can search by google search engine. As I mentioned above that I have displayed some important website regarding e books and e journals, students are interested to search that websites to upgrade their knowledge. At the time of library hour I guide them to search proper website to get particular information. Also I keep users record to analysis of library usage in Digital Library.

**Dr.APJ ABDUL KALAM VACHAN KATTA:** As per Pune University Circular by Vinod Tawde we had celebrated "Vachan Prerna Din" in Library and made a VACHAN KATTA. For this KATTA students and staff member donates books to read. I have not restricted to students to make issue entry of VACHAN KATTAs books. I keep a register for entry record of students and in that I make a column "Book Refer" for daily books transaction record. It helps to increase library users and there is no issue entry in students account so it finally a time saving tool.

**BIBLIOGRAPHIC RECORD:** In library there are so many books available for a particular subject. e.g. for Engineering Drawing subject we have 7 authors books available in library. If one author's all copies book issued to users then there is a way to search another book for the same subject i.e. Engineering Drawing. By the bibliographic record researcher can search more books for a particular subject. So I have taken initiative to make proper bibliographic record. Librarian can also attach this record to library website. And it is useful to make students satisfied for their research. It is also a time saving tool which can use every librarian in their library.

### Conclusion

This research paper is useful to implement some new ideas in Academic Library to save the time of the reader. By the mentioned 8 ways librarian can reach to their goal that implementation of new ideas to save the time of the reader i.e. 4<sup>th</sup> law of library science at Academic Library. SDMSG Polytechnic Institutes readers are satisfied by ERP android app and library website by using Joomla a content management system. Also readers of this Institute are much more surprised and happy with library management and subject wise catalogue.

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