

Evaluation of Purchase of Books in KIMS Library, Hubli



for

**Karnataka Institute of Medical Sciences (KIMS)
Vidyanagara, Hubli 580 022**

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Executive Summary

- The Karnataka Institute of Medical Sciences (KIMS), Hubli, is affiliated to Rajeev Gandhi University of Health Science (RGUHS), Bangalore.
- The study is focused on the purchase of books for the library for the reference period 2010-2011 as per the TOR.
- The budgeted amount Rs. 50 lakhs for the purchase of books/journals etc. has not been utilized fully for the year 2010-2011. The same trend has been observed for the year 2007-2008, 2008-2009, and 2009-2010.
- A structured questionnaire was designed to elicit the views of the library users. A sample size of 115 students and 15 faculties were contacted to assess the effectiveness of library to the users.
- A structured schedule was also designed for getting the feed-back from the library.
- Based on the sample responses of the students and faculties and discussions with the library authorities and other concerned, the following are the outcome of the Evaluation Study:
 - ◆ A proper mechanism should be in place to ensure that the budget sanctioned for purchase of the books is utilized effectively. The Library Committee should take timely decision to ensure that the required books / journals etc., are decided well in advance. This will enable to float the tender for procurement of books in time and utilize the fund.
 - ◆ Internet/ digital library services need to be opened on par with the working condition of the departments or round the clock and available to the users at free of cost.

- ◆ The user's requirements like new edition subject wise books, sufficient copies of the well known author books, scientific books, latest foreign edition magazines / journals/ periodicals/ current news paper cuttings have to be made available.
- ◆ Library timing needs to be extended beyond 11.00 p.m. and morning at 6.00 a.m for the early readers.
- ◆ The library reading room need to be adjacent to reference room to help the users.
- ◆ To create a library friendly atmosphere to the students, conveniences like spacious reading area with comfortable chairs, table, fan, uninterrupted power supply, drinking water, and display of wall clock will facilitate the readers.
- ◆ The library has to provide additional amenities to the users like lightning facility in the wash room, refreshments like light snacks/tea/coffee.
- ◆ The library needs be totally automated to facilitate the users to use the library effectively.

Chapter – I : Introduction

- 1.1 The Karnataka Institute of Medical Sciences (KIMS), vidyanagara, Hubli-580022 is established in 1960, has an area of 100 acres. The campus has accommodated Medical College, Nursing College, Hospital and residential quarters for staff and hostel for students with an investment of Rs. 3.5 crores.

The college started functioning under the affiliation of Karnataka University Dharwad from 06.09.1957. At present, affiliated to Rajeev Gandhi University of Health Science (RGUHS), Bangalore. Earlier MBBS Courses were conducted up to 1959. The institute started post-graduate course since 1965. The postgraduate students enrolled for the year 2009- 2010 were 88, for the year 2010 -2011 were 115 students, for the year 2011 -2012 were 107 students. There are 86 house surgeon students. The intake strength of the students for Under Graduate was 150 and for postgraduate were 118 for the year 2011-2012. The institute has 254 teaching strength against the sanctioned post of 433. The Institute offer free treatment to the Patients.

As per the directions of the Director of Medical Education, Bangalore, KIMS, Hubli has decided to conduct Evaluation Study of “Purchase of Library Books in KIMS, Hubli, during 2010-11” by the external agencies. KIMS, Hubli has entrusted the Study of Evaluation to TECSOK.

1.2 About KIMS Library

The Karnataka Institute of Medical Sciences (KIMS) library has been working since 1959. The library has open access to the students. As per records there were 24,826 students/ faculty visited the library from January 2011 to November 2011. On an average 74 persons visited the library per day. The library is having a built up area of 2410 sq. Meters. In terms of Seating Capacity / reading room facilities, the library is able to accommodate 97 undergraduates, 94 postgraduates, and 245 own Book readers (at library premises 73 students & 172 at college building premises). About 436 students were able to use the library at a time. The computer section of the library has 30 computers with high speed internet connection. The Library has a separate collection of books for SC / ST students purchased under the budget provision of SCP/STP. The books were issued to the SC/ST students. The library has varied collection of medical literature, books, journals and reference materials. The documents were processed manually.

1.3 Budgetary Provision

An amount of Rs. 50 lakhs has been provided for the year 2010-11 for purchases of books, journals, magazines etc. The library committee has spent an total amount of Rs. 36, 31,314 for the year 2010-11. The committee has spent the money towards for purchase of books Rs.9, 30,360, purchase of journals Rs. 26, 66,954 and Rs. 34,000 for binding old books, magazines/journals etc. It was informed that the reasons for not utilizing the entire money as; at the time of submission of tender, the tenderer will quote for all the enlisted books, but at the time of supply order some books may not be available with the tenderer and some books may become old editions. In such cases tenderer asks more time for supply, hence the balance money Rs. 13,68,686 was remained as unspent money.

1.4 Library Committee

The institution has the library committee for the management and maintenance of library of the institution. The committee meets 4 to 6 times in a year to discuss the library issues. The committee formulates the policy for the purchase of books/journals, usage of library and other financial decisions. The library committee advises the librarian on day today management.

The committee has the following members:

1. Director : Chairman
2. Principal : Member
3. Three staff members : From the faculties (appointed by the Director)
4. Chief Administrative Officer : Member
5. Financial Adviser : Member
6. Assistant Administrative Officer : Member

Chapter - II: Objectives & Scope of the Study

As per the Terms of Reference, the objectives and scope of the Evaluation Study are as follows:

2.1 Objectives of the Study

- To assess the profile of the users of KIMS Library
- To assess the effectiveness of KIMS Library including the reading effect among the medical students and Doctors thereby enabling them to enhance their knowledge level
- To evaluate whether the KIMS Library is catering to the preferences of the users in terms of books, magazines, newspapers, and other relevant reading materials
- To elicit the opinion of the users as well as persons managing the KIMS Library to enhance the effectiveness and usage of the library
- To evaluate the usage of automation of library and other modern equipments.

2.2 Scope of the Study

The scope of the study will cover assessing the purchase of library books by KIMS, Hubli, during the reference period 2010-11 and its use by the students & faculty.

Chapter - III: Methodology

3.1 Source of Data

The data required for evaluation study was collected from primary sources.

3.1.1 Collection of Data

The primary data was collected through structured questionnaire. Discussions were held with faculty, staff and users of library. A detailed questionnaire was designed to elicit information from the users of the library viz., undergraduate students, postgraduate students, research scholars, faculty, and administrative faculty of the library.

The data collected through a detailed questionnaire from the library users, is analyzed and presented in the form of a report. Suggestions elicited from the library monitoring committee are incorporated. The questionnaire used for collecting primary data is enclosed as Annexure- I & II.

- **Sampling technique & sample size:** A simple random sampling technique was used for the purpose of collecting data from the users. A sample size of 115 students and 15 faculty members were considered.
- **Discussions and Interactions:** The present system of procurement of books vis-à-vis the grants received from the Government was discussed in detail with the concerned library personnel.

In addition, informal discussions were held with senior faculty members, library staff and students to elicit their views on the utility of the library vis-à-vis their usage for meeting the requirements.

- **Fieldwork:** A senior officer from TECSOK visited KIMS, Hubli, on 27th and 28th of December 2011 to elicit information from the users of library. Required data collected from the head of the department, other faculty members, and staff of library.

3.1.2 Analysis of the Data:

The data collected has been analyzed by using suitable methods of percentages and averages with reference to the objectives of the Study.

3.1.3 Report Generation

The data analyzed were suitably incorporated and presented in the form of a Report.

Chapter – IV: Profile of Library Users

4.1 To assess the profile of the users of KIMS Library, 115 students and 15 faculty members were interviewed. The opinion of the students and the faculty members were analyzed and the findings are presented below:

- (a) Among undergraduate students, 57% were male and 43% were female students.
- (b) Among postgraduate students 75% were male and 25% were female students.
- (c) Among the faculty members 80% were male and 20% were female respondents.

Table 4.1 : Use of Library by the Students

Sample size: 115

Frequency of Use	One Hour	Two Hours	Three Hours	>Three Hours	Total
Daily	6 (37)	10 (41)	15 (52)	32 (69)	63 (54)
Twice in a Week	3 (19)	4 (17)	2 (7)	-	9 (8)
Three Days in a Week	-	4 (17)	7 (24)	6 (13)	17 (15)
Week Ends	5 (31)	4 (17)	4 (14)	4 (9)	17 (15)
During exam time	2 (13)	2 (8)	1 (3)	4 (9)	9 (8)
Total	16	24	29	46	115
%	14	21	25	40	100

Note: Figures in the parentheses indicate percentages to column

A) Regarding the frequency of use of library the students expressed as follows :

- 54 % of the students visited the library daily.
- 15 % of the students visited three days in a week.
- 15 % of the students visited during weekends.
- 8 % of the students visited twice in a week.
- 8 % of the students visit the library during exam time and at the time of reference.

B) Regarding number of hours spent in the library, the students informed as follows:

- 40% of the students used library for more than three hours.
- 25% of the students used library for three hours.
- 21% of the students used library for two hours.
- 14% of the students used library for one hour.

C) From the above table it is observed that the frequency of use of library and the number of hours spent in the library is highest among the daily users.

- The students visited three days in a week has spent more than one hour in the library.
- The students visited twice in a week have not spent more than three hours in the library.
- The students visited daily have spent more hours in the library and daily visitors have the highest hours of use of library facilities.
- 8% of the students visited libraries during exam time & have spent more than three hours, compared to other users during exam time.

The frequency of use of library by the under graduate students and the hours spent in the library is given in the following table 4.2

Table 4.2: Use of library by the under graduate students

Sample size : 90

Frequency of Use	1 Hr.	2 Hrs.	3 Hrs.	>3 hrs.	Total
Daily	6 (43)	8 (50)	12 (55)	28 (74)	54 (60)
Twice in a Week	1 (7)	2 (12)	2 (9)	-	5 (6)
Three Days in a Week	-	2 (12)	5 (23)	5 (13)	12 (13)
Week Ends	5 (36)	3 (19)	2 (9)	3 (8)	13 (14)
During exam time	2 (14)	1 (6)	1 (4)	2 (5)	6 (7)
Total	14	16	22	38	90
%	16	18	24	42	100

Note: figures in the parentheses indicate percentages to column

A) Regarding the frequency of use of library by the under graduate students are given below :

- 60% of the undergraduate students visited the library daily.
- 14% of the undergraduate students visited during weekends.
- 13% of the undergraduate students visited three days in a week.
- 7% of the undergraduate students visit the library during exam time.
- 6% of the undergraduate students visited twice in a week.

- B) Regarding number of hours spent in the library by the undergraduate students depicts that;
- 42% of the undergraduate students used library for more than three hours.
 - 24% of the undergraduate students used library for three hours.
 - 18% of the undergraduate students used library for two hours.
 - 16% of the undergraduate students used library for one hour.
- C) From the above table it is observed that the frequency of use of library and the number of hours spent in the library is highest among the daily visitors.
- The undergraduate students visited library has spent more time in the library irrespective of hours. 74% of the undergraduate students have spent more than three hour in the library.
 - The undergraduate students has visited twice in a week have not spent more than three hours in the library.
 - Among undergraduate students daily visitors have the highest hours of use of library facilities.
 - During exam time 7% of the undergraduate students visited library. Among them 14% have spent one hour, 6% have spent two hours, 4% have spent three hours and 5% have spent more than three hours in the library.

The frequency of use of library by the post graduate students and the hours spent in the library is explained in the following Table - 4.3.

Table 4.3 : Use of library by the Post Graduate Students

Sample size : 25

Frequency of Use	1 Hr.	2 Hrs.	3 Hrs.	>3 hrs.	Total
Daily	3 (100)	3 (60)	3 (50)	6 (55)	15 (60)
Twice in a Week	-	-	1 (17)	3 (27)	4 (16)
Three Days in a Week	-	2 (40)	2 (33)	2 (18)	6 (24)
Total	3	5	6	11	25
%	12	20	24	44	100

Note : figures in the parentheses indicate percentages to column

- A) Regarding the frequency of use of library by the post graduate students are given below ;
- 60% of the post graduate students visited the library daily.
 - 24% of the post graduate students visited three days in a week.
 - 16% of the post graduate students visit the library twice in a week.
- B) The number of hours spent in the library by the post graduate students reveals that;
- 44% of the post graduate students used library for more than three hours.
 - 24% of the post graduate students used library for three hours.
 - 20% of the post graduate students used library for two hours.
 - 12 % of the post graduate students used library for one hour.

C) From the above table it is seen that the frequency of use of library and the number of hours spent in the library is highest among the daily visitors.

- The post graduate students visited the library & have spent more hours in the library. Among the post graduates 100% have spent one hour, 60% two hours, 55% more than three hours and 50% three hours in the library.
- There was no post graduate students visited library either for one hour or two hour in the frequency of twice in a week visitors.

The frequency of use of library by the faculty members and the hours spent in the library are shown below in the Table 4.4.

Table 4.4: Use of library by the Faculty members

Sample size : 15

Frequency of Use	1 Hr.	2 Hrs.	3 Hrs.	>3 hrs.	Total
Daily	1 (100)	1 (33)	2 (67)	6 (75)	10 (67)
Three Days in a Week	-	1 (33)	-	2 (25)	3 (20)
Week Ends	-	1 (33)	1 (33)	-	2 (13)
Total	1	3	3	8	15
%	7	20	20	53	100

Note: figures in the parentheses indicate percentages to column

A) Regarding the frequency of use of library by the faculty members are as shown below:

- 67% of the faculty members visited the library daily.
- 20% of the faculty members visited three days in a week.
- 13% of the faculty members visit the library during weekends.

- B) The number of hours spent in the library by the faculty members reveals that;
- 53% of the faculty members used library for more than three hours.
 - 20% of the faculty members used library each for two hours & three hours.
 - 7 % of the faculty members used library for one hour daily.
- C) From the above table it is seen that the frequency of use of library and the number of hours spent in the library is highest among the daily visitors.
- The faculty members visited the library & have spent more hours in the library. Among the faculty members 100% have spent one hour daily, 75% more than three hours, 67% three hours and 33% two hours daily in the library.
 - Faculty members have not visited the library in the frequency of three days in a week for one hour and for three hours time.
 - Faculty members were not visiting the library in weekends for one hour or for more than three hours time.

Observations:

- ◆ It is observed that among the respondents the daily users of library is more.
- ◆ Compared to the students the faculty members have used the library facility more than the students.
- ◆ Among the faculty members 67% have visited daily.

- ◆ Among students 60% undergraduate and post graduate students have visited the library daily.
- ◆ The undergraduate Students visited library has spent more time in the library irrespective of hours.
- ◆ 74% of the undergraduate students have spent more than three hours in the library.
- ◆ Among the post graduate students 100% have spent one hour, 60% two hours, and 55% more than three hours and 50% three hours in the library.
- ◆ Among the faculty members 100% have spent one hour daily,75% more than three hours,67% three hours and 33% two hours daily in the library.

Chapter V : Effectiveness of KIMS Library

The KIMS library has Rs. 50.00 lakhs budget allocation for purchase of books, journals during 2010-11. Based on the demand, the books were purchased to meet the requirements of the students and the faculty members. The books were also purchased on the request of the head of the department, students through tender processing procedure. The purchases were made with discount of 31% on books based on the catalogue price of the books & 21.56% on journals. The publisher's price, printer's price discount was availed few times by the institution while purchasing books. Purchases were also made during book exhibitions. It was observed that the amount allocated for the purchase of books, journals has not been spent 100% for the year 2010-11.

With regard to the effectiveness of KIMS Library, it was observed that among the 90 undergraduate students, 70% students revealed that the books stored in the library were meeting their requirements whereas 30% students expressed "no". Among the 25 students not happy with the service in meeting their requirements of which 24% students expressed that the recent edition books were not available to them or the books available were of old edition, 44% students expressed that the books available were not sufficient to meet the needs of the students as more students were in need of the same author book at a time, 8% Students were not able to refer the recent scientific books/ Magazines of foreign edition, 8% students informed that new journals, periodicals, news paper cuttings on current development / issues must be made available to enlighten the latest trends in the medicinal line, 8% students expressed to adopt proper method to issue books and one student each 4% have expressed that the reading room of the library must be opened beyond 11.00 p.m. and another 4% have expressed that the medicinal dictionary must be made available during reference time.

Among the 25 post graduate students 81% students said “yes” and 19% expressed “no” on the books stored in the library were meeting their requirements. They expressed that the recent edition books up dated magazines, foreign recent journals/ periodicals must be purchased. They expressed that they have faced difficulty during seminar / workshop time as they were not able to refer the recent scientific books/Clinical books / Magazines of foreign edition.

Among the 15 faculty members interviewed during the study have shared equal response of 50% each on the use of books in the library. The reasons for not meeting their requirements were viz. (1) Recent books / journals were not available (2) they were in need of western recent advanced Obstetrics and gynecology books – OBG books (3)they need super specialist reference books/ journals. New edition books need to be purchased as and when required by the users. The faculty of the institution also expressed that the subscription of latest western journals, books would help. It has been informed that the reference books were inadequate to meet the demand of the students.

The study reveals that the books, journals, periodicals of recent / foreign editions were not purchased in time during the study period. Though the institution has the budgetary provision, timely action in providing the updated reading materials has not been done. An action plan of the library committee will enable to purchase the requirements of the users. Specific books, sufficient copies of the well-known author books need to be purchased.

Chapter – VI : Preference of the Users

Among the 90 undergraduate students, 25% students have preferred to have the facility to carry books to the hostel / rooms / residence similar to that of SC/ST students, 19% opted for new edition text books, 19% students requested for more copies of famous author books must be made available like anatomy, physiology (specifically the author Mahapathra, A.K. Jain)and general teaching aids like Atlas, Practical books, graphs, and charts must be available in the library , 7%students preferred to have permission to carry own books to the reference section , 7%students has liking for e-books reading facility, 14% students intends to have latest magazines/news paper for reference and for general reading, 6% students wanted to use the digital library at free of cost, 2% students opted for interactive tutorial facility through e-learning.

Among 25 post graduate students, 31% students preferred to read latest journals/magazines / periodicals and suggested to have sufficient copies at the library, 19% students have opted for having new edition text books and availability of multiple copies of the subject wise famous author books, 19% students requested for e-books provision and a separate reading room for the post graduate students, 12% students wanted the relaxation of library timings, must be opened beyond 11.00 p.m., 6% student needed Xerox facility in the library premises, 6%student wanted the copies of dissertation to be made available at free of cost, 6% wanted the provision of use of pen drive in the digital library.

All faculty members preferred for e-journal / e-magazines/e-newspaper / online e-texts with appropriate key and e- medical dictionary. They have also preferred to subscribe more journals for the library, which need to be arranged appropriately. Faculty members have also preferred to maintain two separate sections for the old journals & for the new journals.

The study depict that the students preferred to carry books to their residence/hostel. Adopt common method to issue books to the users. More number of well known author books, recent editor books, journals, magazines must be made available to the users.

Chapter VII : Opinion of the Users

Other than purchase of books, journals, magazines to the library, the students/faculty have suggested certain modification; amenities to be provided to enhance the effectiveness and usage of the KIMS library.

To create a library friendly atmosphere to the students, conveniences like spacious reading area with comfortable chairs, table, fan, uninterrupted power supply, drinking water, and display of wall clock will facilitate the readers. Library timing needs to be extended beyond 11.00 p.m. and morning at 6.00 a.m for the early readers. The reading room adjacent to reference section would be of more use to the readers. Library identity cards issued to all the students will help the users. Wash room with lighting arrangements, self service based tea/ coffee, light snack bar must be made available to the users.

Faculties were of the opinion that, new/ advanced books need to be purchased with the consent of head of all the departments and the library requires computerization. Faculty expressed that on line e-journal, e-books, e-newspaper will be helpful and needed proper indexing of books in the library.

Chapter VIII : Automation of Library

The in-house digital library is not fully automated to meet the needs of the users. The digital section has 30 high speed computers and the collection supply has -

- ◆ Acquisition Module
- ◆ Technical Processing Module
- ◆ Serials Control Module and
- ◆ Circulation / Membership Module with one Ordinary Scanner.

This has increased the networking speed of the computers. The Health Science Library & Information Network (HELINET) facility of the library helped the users to refer 526 online journals. Users were having e-resource facility for the journals and books with minimum payment.

Automation of library helps the users to equip with electronic method of learning. The e-learning helps students faster than manual reading. Tutorial facility would enhance the learning capacity of the students.

Chapter IX : Findings of the Study

- ✦ Among the respondents the daily users of library is more.
- ✦ Among users of the library 74% undergraduate students, 55% of the post graduate students, 75% of faculty members used daily for more than three hours.
- ✦ Among the undergraduate students using library facility daily 74% used more than three hours, 55% used for three hours, 50% used for two hours and 43% used for one hour
- ✦ Among the post graduate students using library facility daily 55% used more than three hours, 50% used for three hours, 60% used for two hours and 100% used for one hour.
- ✦ Among the faculty members using the library facility daily 75% used more than three hours, 67% used for three hours, 33% used for two hours and 100% used for one hour.
- ✦ On an average 74 persons per day visited the library from January 2011 to November 2011.
- ✦ The budgeted amount of Rs. 50 lakhs for the purchase of books/journals etc., has not been utilized fully for the year 2010-2011.
- ✦ The air conditioned digital library has 30 computers.
- ✦ The digitization of the library on priority helps the users.
- ✦ Users require scientific books/ magazines of foreign edition, foreign journals, periodicals, current news paper cuttings for their use.

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- ✦ New edition books need to be purchased as and when required by the users.
 - ✦ Adequate subject wise books with sufficient copies of well-known author books required to be available at reference section.
 - ✦ Library timing needs to be extended beyond 11.00 p.m. and morning at 6.00 a.m for the early readers.
 - ✦ Users needed spacious area for study with uninterrupted power supply, provision of drinking water, display of wall clock, provision of wash room with lighting arrangements, availability of comfortable chairs, table and fan.

Chapter X : Conclusion and Recommendations

10.1 Conclusions

- ◆ Internet/ digital library services need to be opened on par with the working condition of the departments or round the clock and available to the users at free of cost.
- ◆ The user's requirements like new edition subject wise books, sufficient copies of the well known author books, scientific books, latest foreign edition magazines / journals/ periodicals/ current news paper cuttings have to be made available.
- ◆ Library timing needs to be extended beyond 11.00 p.m. and morning at 6.00 a.m for the early readers.
- ◆ The reference section to be equipped with latest editions of subject specific books, encyclopedia, medical dictionaries, journals, atlas, Practical books, graphs and relevant charts.
- ◆ Maintenance of suggestion box in the library premises will enable the library staff to provide best services.

10.2 Recommendations

- ◆ The library reading room need to be adjacent to reference room to help the users.
- ◆ To create a library friendly atmosphere to the students, conveniences like spacious reading area with comfortable chairs, table, fan, uninterrupted power supply, drinking water, and display of wall clock will facilitate the readers.

- ◆ The library has to provide additional amenities to the users like lightning facility in the wash room, refreshments like light snacks/tea/coffee.
- ◆ Adequate soft ware need to be adopted for speedy acquisition of books / journals.
- ◆ Regular updated list of publishers/ distributors will come in handy during procurement of books.
- ◆ The library needs be totally automated to facilitate the users to use the library effectively.

**Evaluation of Purchase of Library Books in
Karnataka Institute of Medical Sciences (KIMS), Hubli**

Questionnaire to Library Users

tick (✓) in appropriate box

1.	Name of the Respondent	:								
2.	Type of Users	<table border="1"> <tr> <td>UG Students</td> <td>PG Students</td> <td>Research Scholars</td> <td></td> </tr> <tr> <td>Faculty</td> <td>Administrative</td> <td>Consulting</td> <td></td> </tr> </table>	UG Students	PG Students	Research Scholars		Faculty	Administrative	Consulting	
UG Students	PG Students	Research Scholars								
Faculty	Administrative	Consulting								
3.	How frequently you use the library facility	<table border="1"> <tr> <td>Daily</td> <td>Twice in a week</td> <td>3 days in a week</td> <td></td> </tr> <tr> <td>Week ends</td> <td colspan="3">Others (pl.specify)</td> </tr> </table>	Daily	Twice in a week	3 days in a week		Week ends	Others (pl.specify)		
Daily	Twice in a week	3 days in a week								
Week ends	Others (pl.specify)									
4.	Number of hours spent in the	<table border="1"> <tr> <td>libraryhour</td> <td>2 hour</td> <td>3 hour</td> <td>> 3 hours</td> </tr> </table>	libraryhour	2 hour	3 hour	> 3 hours				
libraryhour	2 hour	3 hour	> 3 hours							
5.	Do the Books / magazines / newspapers, etc. stored in the library meets with your requirement?	<table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> </tr> </table>	Yes		No					
Yes		No								
	If no, please give reasons	:								
6.	Is there any mechanism to obtain opinion of library users while purchasing books / journals / relevant reading material?	<table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> </tr> </table>	Yes		No					
Yes		No								
7.	Are you happy with the facilities available in the library with special reference to automation and application of modern equipments	<table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> </tr> </table>	Yes		No					
Yes		No								
	If 'NO', please specify the facilities required									
	1.									
	2.									
	3.									
	4.									
8.	Do you have any suggestions to make for improving the procedure of procurement of books / magazines, etc. for better effectiveness and usage									

Date :

Signature of the Respondent / Investigator

Place :

**Evaluation of Purchase of Library Books in
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Questionnaire for Library

tick (✓) in appropriate box

1.	Year of Establishment					
2.	Type of library access	Open Access <input type="checkbox"/>	Close Access <input type="checkbox"/>	Mixed <input type="checkbox"/>		
3.	Total Student enrollment / year (Nos.)					
4.	What is the present student enrollment in the Institute?	U.G. <input type="checkbox"/>	P.G. <input type="checkbox"/>	Ph.D. <input type="checkbox"/>		
5.	What is the present teaching staff strength in the Institute?					
6.	Number of Users visiting the library in a day					
7.	Library Space (In Sq.Meters)					
8.	Whether Adequate to stack the Collection?	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
9.	Seating Capacity (In terms of reading room facilities)	1-50 <input type="checkbox"/>	51-100 <input type="checkbox"/>	101-150 <input type="checkbox"/>	151- 200 <input type="checkbox"/>	> 200 <input type="checkbox"/>
10.	Whether Library is air-conditioned?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Planned <input type="checkbox"/>		

11. Budgetary Information (Rs. in Lakhs)

	2007-2008		2008-2009		2009-2010		2010-2011		2011-2012	
	Budget	Spent	Budget	Spent	Budget	Spent	Budget	Spent	Budget	Spent
Books										
Periodicals										
E-resources										
ICT Expansion										
Any other										

12. Please enumerate some important impediments/ difficulties with such budgetary provisions?

13. What are the new projects that library initiated/completed during the last five years?

14. What initiatives had the library taken to promote library usage and what had been their impact?

15. What changes do you suggest to reposition library as the next generation library?

16. What initiative has your library undertaken for speedy acquisition of books, journals requested for purchase?

17. Networking:

★ Does your Institute offers campus wide data communication	Yes		No	
If not, what is its present status?				

★ Hardware	Number of nodes				No. of Servers	
	On campus	within library premises	for library staff	for users	Low end	High end

★ Operating Software	Linux	UNIX	Any other (Pl. Specify)	
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★ Library Application Software in Use

18. Modules of Library Software in use

Acquisition Module Technical Processing Module Serials Control Module Circulation/ Membership Module Web OPAC Any other pl. Specify

19. Creation of Digital Collection:

In-house		Outsource		Any other	
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20. What equipments Library has for developing digital collection

Particulars	Yes	No	Planned
High end scanners			
Ordinary Scanners			
Software for Cropping, Cleaning, OC Ring etc. (Please Specify)			

Web based Software (if possible, name of the software)	Proprietary	Open Source	None

21. Document Processing

Manual Processing		Automated Processing	
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If automated processing, specify Bibliographic format used

CCF		MARC 21		XML Based		Localized Format	
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22. Do you provide access to E-resources?

Yes		No		Planned	
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23. Type of E-resources

E-Journals		E-Books		E-Theses		Any other	
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24. Do you provide Web Based Services?

Yes		No		Will Plan	
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25. Are you engaged in Collaborative Services?

Yes		No		Will Plan	
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Signature with seal

Date :

Place :