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DIGITAL LIBRARY – NEEDS SYSTEMATIC APPROACH

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Abstract:-We are living in digital age. Use of information technology has become the essential part of the life. Digital libraries are in growing steadily. Systematic approach is the proper step towards the implementation this technology, institutional support, need of digitization, collections such are important to consider. Staff training and user education both are needed to avail the fruits of the digital age. Digital library is the outcome of intellectual work in this area.

Keywords: Digital Library, information, required items, Education, IT concepts .

INTRODUCTION:

The term 'Digital Library' has come in common use among academicians, research scholars and computer experts who are engaged in information processing activities. D L is the outcome of IT advancement and in this process information is remained at the core. If we probe into the history of the information forms or mediums, it shows it shows that information has passed through different mediums or forms such as clay, stones, Bhujpatra, Tamprapat, Paper and now in Digital Form. The basic difference of these forms with the information is that use of information has increased with the invention of paper and it has come in extensive use with the application of digital library. Information in digital form is the wise & intellectual application in this area.

Digital library is also commonly called as electronic library, net library, Virtual library etc. I simple words Digital Library is the library in which all contents are available in digital form. i.e. in bits. (0 and1).

According to the expert 'Yerkey' Digital Libraries are electronic libraries in which large number of geographically distributed users can access the contents of large and diverse repositories of electronic objects networked texts, images, maps, sounds, videos, catalogues of scientific, business, & govt. sets. They includes Hypertext, Hypermode, and multimedia composition. The aim of the digital library may be to expedite the systematic development of digital resources Collection.

When learned people think about the digital library in academic sector particularly at college level then in that case very first we should think about user community specially students to be served. After all the ultimate aim of the academic library is to fulfill the needs of students and staff. Only information or document is important for them irrespective of their form i.e. physical or digital.

Hence in the application of development of digital library need systematic approach in following manner.
Understand the concept of digital library
Institutional support
Financial provision
List of items required items for the implementation of digital library
Steps involved in digitization
Training to library staff
Distribution of work and set out work flow
Decide the resources to be digitized
Level of users
Develop digital resources
Periodic check on collection of conventional resources.

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User education

Understand the concept of digital library : understanding of digital library what is digital library for what purpose it exists. What advantages institution and users will get that is also important factor to be taken into consideration. To know the way of functioning. Its requirements details etc. should be studied for the successful beginning of digital library.

Institutional support : Before initiating the work of digital library institutional support should be taken into consideration. It may includes willingness of the institution, future plans, types of resources to be digitized, user community infrastructure, space available. Staff etc.

Financial provision : Digital library needs different set up such as equipments, machines, accessories, storage devices, cupboards etc. hence it is the matter of financial status of the institution. There should be enough budgetary provision fulfill these requirements.

LIST OF ITEMS REQUIRED FOR THE IMPLEMENTATION OF DIGITAL LIBRARY

Hardware :

Server,
Deskstop System
CD writer
Scanner
UPS Inverter
Internet Connection
LAN accessories

Software :

Server Class Operating System
Desk top Operating
Web server
OCR
PDF Converter
Library Software for catalogue
Digital resources
Software for full text indexing and searching
(Green Stone Digital/D Space/E-Print)

2. STEPS INVOLVED IN DIGITIZATION

Select the documents to be digitized : it is seen that in academic libraries as per the UGC guideline nearly 70% budget is used for the purchase of syllabus oriented texts and subject reference and remaining 30% budget for reference sources and general collection. Important reference books, rare books and books are of high cost (Ex. Molecular Cell Biology – By Albert Bruce Garland Pub.), incase special collection For ex. Hyderabad Mukti Sangram, in Marathwada region, selected works of great personalities, Manuscripts etc may be worthwhile to be digitized

Scan the document : There are many brands of scanners available in the market for ex canon, Epson, HP, Umax, Minolta M Epson. Library purpose Scanner of canon brand will be more suitable as service is available at the door and that is also in time. Besides A3 may be more convenient considering the general size of library books.

Image of documents are analyzed : Trained operator having good experience is needed for the purpose of scanning work, sot that he/she can do the other relevant work skillfully.

Save the image in appropriate format
Format the image file
Compress the image file
Use OCR to convert the file date on the image for ASCII
Index the document by indexing software
Store the text and image on storage media
Retrieve the document stored on high capacity storage
Publish the digitized document on web with the help of HTML

3. ESSENTIAL FACTORS INVOLVED

3.1 Training to Library Staff

Trained staff is the essential need for development of digital library. There should be provision through UGC to appoint computer expert. The person having sound knowledge of hardware and software will help to enhance the quality of digital library work. The staff working in this environment should develop the basic skills right beginning form the MS-Office, and should be well versed with the computer use, Besides they should develop knowledge of using multimedia, and should cooperate to train other colleagues working with him. Further distribution of works in proper such as scanning, net surfacing, and so on will help to improve digital library.

3.2 Distribution of work and set out work flow

Proper distribution of work in proper carries responsibility and brings perfect ness in the work. Therefore- Administrator, Database manager, Operator, Technical Asst etc. will helps in this area. Proper work flow will result in developing standard procedure and link between the stages.

3.3 Level of users

User community is the fundamental target of any library so it should be considered in the process of digital library. At college level around 70% to 80% percent of total strength of students study at undergraduate and graduate level. Considering their need from exam point of view their approach towards digital resources may be less where as post graduate students, research scholars and faculty members prefer use digital resources. Therefore keeping in view this situation digital library should be developed though user number are less but information value and demand from research point of view for reference is not justified with cost.

3.4 Develop Digital Resources

It includes – acquisition of digital media ex CD-ROM which provide plant information, Buying Access ex subscribe Electronic journals, Resources of other special libraries ex IAS, CSIR in case of science libraries. Besides the library contents important sites, related to course taught and of general interest includes historical, geographical, pilgrims, Religious could be search and download & compiled together.

3.5 Keep conventional resources under periodical check

Keeping in view the growing importance of digital resources it will be suitable to assign a separate head of budget provision besides books, references and periodicals purchase policy in some proportion. Then only digital resource could be developed systematically. The budget may restructured in the following manner 60% for syllabus oriented, 20% for References 20% for Digital Resources.

3.6 user education

About user education it will not be extraordinary if say that there is very much need of formal education if we seriously think to increase the use of library effectively. Keeping in view the use of digital library, users will be lost in searching information in absence of user education. Here informal education will not prove effective. To impart formal education it may be possible to set small batches and give practical guideline and necessary instructions to use digital library in the beginning. It will definitely enhance the use of digital library contents. Motivation to users to use digital sources is also important factor in this process.

4. CONCLUSION

Digital library is the best gift for human. It will help enhance the quality of work in library. Detail study about the digital library may help to develop standard digital library. Employees desire, consistence in work, curiosity about new development, coordination and support of management is appreciable in this noble work. User should be left aside. He/she should be at the centre in the process of digital library. It may be a systematic approach towards digital library.

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