

QUESTIONNAIRE FOR LIBRARIAN

INFORMATION LITERACY AMONG RESEARCH SCHOLARS IN THE UNIVERSITIES LOCATED IN LUCKNOW: A SURVEY

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A. GENERAL INFORMATION

Library Building

1. Name of the Institution :

2. Year of Establishment :

3. Library Profile

3.1 Your Designation

a) Librarian () b) Deputy Librarian () c) Library Assistant ()

d) Prof in charge () e) Library In-charge () f) others please specify.....

4. Institute Website (URL) : <http://www/>:

5. Location of the Institution : Urban Semi Urban Rural

6. Library building in attached/separate : Attached Separate

7. Library Working Hours :

a. Working days :-----a.m. to-----p.m.

b. Sunday & Holidays :-----a.m. to -----p.m.

c. Vacation days :-----a.m. to-----p.m.

8. Do you feel users survey is essential

Yes No

9. Do you conduct awareness or literacy programs for your users

Yes No

9. Are users satisfied with library infrastructure, activities collection and services?

Yes No

10. Are you practicing inter library Loan / Document Delivery Services?

Yes No

11. Is your staff information literate?

Yes No

12. Do you depute your library staff to acquire necessary training that enable them to work with E-resources?

Yes No

13. Is the professional staff of your library showing interest to adapt them to the changing information (library) handling environment?

Yes No

14. Do you have adequate number of library staff? Please indicate:

1- Adequate

2- Not adequate

3- Can't say

15. What more do you use to get feedback from users:

1- Questionnaire

2- Interview

3- Any other

4- Suggestions Register.....

16. If yes what is the Frequency

1- Once in a year

2- Half Yearly

3-Monthly

4- Need Based

17. Which method do use to deliver awareness programs

1- PPT of Library

2- Live database portals

3-Library Virtual Tour

4-Library Tour

A. Library Budget

18. Please furnish the details about the expenditures towards information sources in print as well as electronic information sources and electronic equipments for the last five years:

Heads of expenditure	2014 -15	2015-16	2016-17
<ul style="list-style-type: none">• Information sources in print Form• Information sources in electronic form• Electronic equipments			

B. Library General Facilities

19. Library Basic Facilities (Please tick in the appropriate box)

Sl. No.	Description	Available	Not Available
a)	Stack Area		
b)	Reference Section		
c)	Periodical Section		
d)	Back Volume Section		
e)	Digital Library Section		
f)	General Reading Hall		
g)	Conference/Seminar Hall		
h)	Discussion Hall		
i)	Generator Facilities		
j)	Drinking Water		
k)	Telephone/Intercom		
l)	Reprography		
m)	Fire extinguisher		
n)	Suggestion Box		
o)	Others please specify		

C. Resource Collection of Your Institution

20. Total Strength of your library's collection:

14.1	Books	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.2	Reference Books	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.3	National Journal	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.4	International Journal	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.5	Back volumes	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.6	Rare and Special collection	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.7	e-Books	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.8	e- journal	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.9	Online databases	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.10	CDs/DVDs	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.11	Audio/Video Cassettes	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.12	Patents	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.13	Project/Theses reports	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.14	Standards	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.15	Conference proceedings	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.
14.16	Others (Please specify)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Total No.

D. SOFTWARE (OPERATING SYSTEMS AND APPLICATIONS):

21. Status of library automation in your library

- 1- Fully automated
- 2- Almost automated
- 3- No automation

22. If automated, state the category of the library automation software used:

- 1- In-house developed
- 2- Commercial
-

3- Open source

E. ELECTRONIC INFORMATIONAL RESOURCES

E1 INTERNET

23. Type of internet connection

- 1- Leased Line
- 2- Ordinary Dial Up
- 3- ISDN dial up
- 4- Radio Link
- 5- Broad Band
- 6- VSAT

24. Whether your library have separate website or part of your institution website.

- Yes No

E2 DATABASE FOR INFORMATION RETRIVEL

25. What are the databases available in your/library-

- 1- Online databases
- 2- Bibliography database
- 3- Image database
- 4- Multimedia database
- 5- Others (specify)_____

E3 LIBRARY CONSORTIUM

26. Is your library a part of consortium Yes No

27. If part of the Consortium, Plz mention name of the consortia

- 1- CSIR-DST Consortium
- 2- Library Consortium of ISRO
- 3- ISI Library Consortium
- 4- IIM Libraries Consortium
- 5- FORSA
- 6- E-Sodh Sindhu

28. Any other suggestions for improving information

literacy.....
.....
.....
.....

Questionnaire for Users

Dear Sir/Madam,

I am requesting your good self to kindly spare few minutes to fill up this questionnaire on the topic **“INFORMATION LITERACY AMONG RESEARCH SCHOLARS IN THE UNIVERSITIES LOCATED IN LUCKNOW: A SURVEY.”** All information/data provided by you will be remained confidential and shall be used for thesis/research purpose only.

I solicit your kind co-operation please.

Thanking you

Please tick mark [√] to indicate answers wherever mentioned.

1. Name.....
2. Highest level of Qualification Completed.....
3. Name of the Department.....
4. Age.....Sex.....
5. How often do you use the library?
 - a. Daily
 - b. Once in a week
 - c. Twice in a week
 - d. Thrice in a week
 - e. Four times in a week
 - f. Five times in a week
 - g. Occasionally
 - h. Never
6. Average time spent in the library on a visit (Please tick mark)
 - a. Less than 30 minutes
 - b. Between 30 minutes and 2 hours
 - c. Between 2 and 5 hours
 - d. More than 5 hours
7. How do you have developed information literacy?
 - a) By observing and practicing ICT skills
 - b) By online tutorial
 - c) By Engaging information search practice
 - d) By workshop and lessoning
8. How do you evaluate the sources of information?
 - a) Examine multiple sources of information?

- b) Examine Authority of Information []
- c) Examine Currency of Information []
- d) Any other.....
9. What are the following Internet searches tools have been used by you to find desired Information?
- a) Search Engine [] b) Online Databases []
- c) Subject Gateways [] d) Web Portals []
- e) Digital Repository []
10. How do you identify potential sources of information?
- a) The library catalogue [] b) Online databases []
- b) Subject catalogue [] c) Past knowledge []
- e) Other (please specify)
11. In which tools do you search to find journal articles-
- a) The library catalogue [] b) A database []
- c) Google Scholar [] d) Other (please, specify)
12. Which of the following source do you first consult to get familiarity with a subject in which you have very little knowledge?
- a) A journal [] b) Reference Source []
- c) A database [] d) A book []
- e) Other (please, specify)..... f) Don't Know []
13. Which section of the book will you consult to find other related documents on the topic?
- a) The glossary [] b) The index []
- c) The bibliography [] d) The table of content[]

14. To use subject specific terminology for the searching of a database to precise the search, which of the following tool would you consult?

- a) Keywords Index [] b) Dictionary []
c) Thesaurus [] d) Author Index []

15. Some of the items that can be found in the library catalogue include:

- a) All the titles of the books available in the library []
b) All the titles of the books available on the market []
c) All the titles of articles found in the journals available
in the library []
d) All the titles of journals available in the library []
e) None of the above []

16. How do you analyzed the searched information-

- a) Visual [] b) feed-back []
b) Self-reflection [] d) Any other []

17. When types of Digital objects can be included in the website?

- a) HTML pages [] b) Images []
c) Audio [] d) Video []

18. While using information for assignment/writing of Dissertation, do you cite the original source of information?

- a) Yes [] b) No []

19. In which case do you need to include a reference to the source of information?

- a) the research At the time you copy words/sentence from article []
b) As you copy words/sentence from the books []
c) When you write in my own words what is being said in a
research article/book []
d) While you copy concept/ sentence from the internet
information sources. []
e) In none of the above cases []

20. What are the characteristics describe the research articles published in a scholarly journal?

- a) It communicate results of research []
- b) It includes a list of references []
- c) The articles have been evaluated by an editorial board before publication []
- d) All of the above []

21. Do you think University should organized information literacy orientation Programme in Library or in course curriculum?

- a) Yes
- b) No

Thank you so much for your kind help.

After filling up please return to