

## LIBRARY SOFTWARE

ICT has made dramatic impact on every field of life and libraries are no exemption to it. Library automation is one of the major applications of Information Technology in libraries. Library automation means the application of various latest technologies including computer, internet and other modern equipment in routine library functions such as acquisition, processing, and circulation of the reading material along with stock verification and generation of annual statistics of library use. Automation of library housekeeping operations and services becomes essential due to many reasons such as improved control over collections, increased volume of library work, quality of library services, inter library loan and for preventing the duplication of efforts.

Library Software of various types are readily available in the market now a days. Some commonly used Library Software are CDS/ISIS, SANJAY, SOUL, LIBSYS, LIBRARIAN, TECHLIB plus, Readerware, and GRANTHALAYA etc. The selection of software depends upon the specific needs of the library where it is going to be used.

Most of the software consists of modules that are integrated on the home page. The modules might consist of the following areas:

1. **Acquisition:** It involves various functions like selection of books and other reading material, receipt of approval from various departments and teaching faculties, to place orders by comparing quotations, verification of received material, payment of bills and accessioning.
2. **Classification and Cataloguing:** The librarian can handle basic housekeeping functions of a library such as storing all the library item details like author name, edition, price, etc. of all the books in a library database. It involves the classification according to standardized schemes of classification and cataloguing of the documents with assignment of subject heading and preparation of book cards feeding of cataloguing details in the computer.
3. **Circulation:** Through this module, Library Software keeps a track on all the books that are issued, returned and added to the library. It also helps to calculate fine issued for the late return of the books. It helps to provide detail on any book present in library to the user as well as staff member.

4. **.Periodical Control-** This module involves subscription procedures of Journals, Periodicals, Magazines and Newspapers and receipt of the subscribed periodicals on daily, weekly and monthly basis.
5. **OPAC:** Online Public Access Catalogue- This module provides online facility to search bibliographic databases extensively providing various catalogue /indexes such as author, title, subject and classified etc. It also allows readers to find out material issued to them as well as do online reservation.
6. **Stock-taking-** It involves the preparation of lists of acquired documents according to the accession numbers, preparation of the lists of the lost documents and generation of stock taking reports to report the loss occurred in the library annually.

Overall library software is important for an efficient, user-friendly, fast and secure library management for any type of library. The selection of Library Software depends upon the specific needs of the library where it is going to be used. Some of the library Software which are in use at national as well as international level are discussed below:

### **1. CDS/ISIS SOFTWARE**

It is the bibliographic information management software developed by UNESCO in 1985 for the information management in the libraries, information centers and archives at national and international levels. It allows building and managing structured non- numerical databases whose major constituent is text.

The major functions provided by CDS/ISIS are :

- Data entry and editing of existing records such as modify, correct or deleting existing records.
- Information retrieval. One can search database in the form of various fields such as accession number, author, title, editor, publication, call number and number of copies .
- Production of printed outputs such as catalogues and indexes.
- Inverted file management and utility functions.

### **2. SANJAY SOFTWARE**

This library management software is based on the framework of CDS/ISIS and it is developed by NISSAT in collaboration with DESIDOC in 1995. This software was prepared with the aim to improve the house keeping functions and services of libraries and information centres of India

through automation. It allows users to use the facilities of CDS/ISIS for text retrieval purposes while Sanjay also provides a module for cataloguing which allows normal bibliographic information retrieval. Main modules of Sanjay Software are

- Acquisition
- Module for cataloguing allowing bibliographic information retrieval.
- Circulation control
- Report generation

### **3. LIBSYS SOFTWARE**

LIBSYS software is an integrated multiuser library management system which is produced and supplied by New Delhi based software company INFO-TEK Consultants pvt.Ltd. LIBSYS software consists of following modules:

- Acquisition
- Module for cataloguing allowing bibliographic information retrieval.
- Circulation control
- Serial control
- Article Indexing
- OPAC

It is easy to operate and the library staff can begin to use it quickly without any specialized computer skills. It is highly user friendly as it is easy to use having multiuser capabilities.

### **4. GRANTHALAYA SOFTWARE –**

It is easy menu driven user friendly software for library automation developed by INSDOC. Granthalaya has following modules for housekeeping functions of library:

- Books Acquisition
- Technical processing
- Online Public Access Catalogue and search
- Serial control
- Circulation
- Library Administration

Granthalaya software is a fully integrated menu driven library package which is user friendly as it requires no specific programming or computer training for use. It provides easy data entry, powerful search and data retrieval facilities.

## **5. SOUL:SOFTWARE FOR UNIVERSITY LIBRARIES**

It is state of the art library automation software designed and developed by the INFLIBNET. The first version of software i.e. SOUL 1.0 was released in 2000. This is window based software working on client-server architecture. SOUL 2.0 version adheres to the international standards, i.e. MARC 21, RFID, ISO 2709 and other international bibliographic standards including electronic surveillance and control. SOUL 2.0 has following six integrated modules:

- Acquisition
- Cataloging
- Circulation
- Serial Control
- OPAC
- Administration

SOUL software is user friendly software developed to work under Client- Server environment. From the name of the software, it looks like it is meant only for university libraries, but it is equally appropriate to be used for automating for all types and sizes of libraries, even school libraries.

In this digital age, many Open Source Software (OSS) applications are also available for building digital libraries such as DSpace, GSDL, Fedora, E-prints etc. The institutions or organizations can choose the most suitable open source software fulfilling their requirement and implement them to create digital repositories.

Work of the library staff gets smoother with the help of library software as it is helpful in better decision making for maintenance of the library stock quickly. However, some advantages and disadvantages of library software are discussed below:

### **ADVANTAGES OF LIBRARY SOFTWARE**

1. Library software reduces the total cost of handling the library.
2. Due to exponential growth of library collection, it becomes easy to manage the collection well with the help of software.
3. The library staff can focus on their jobs such as varied needs of library user more easily with the updated data on software and can provide better services.

4. The software is helpful to save the time of user as well as library staff.
5. The software doesn't require IT support if the library staff is trained well
6. Some software also has provision of data sharing which can be useful for Inter library loan as well as the user and the library staff to communicate effectively.

#### **DISADVANTAGES OF LIBRARY SOFTWARE**

1. The data corruption due to the virus attack and security issues can create problems in conducting housekeeping operations of library.
2. There might be problems in customizing or configuring the options of the software according to the needs of the library.
3. The users might not be competent enough to handle the library software.
4. The power failure and the problem of server can interrupt the routine library functioning.

Overall Library management software system has many advantages of basic aspects of providing information about the materials and their content. The occasioned breakdown and outright failures of the software have therefore become a source of concern. Ignoring some of the disadvantages of the library software, the library staff must add value to their library facilities, not depending on the software. The basic services i.e. information and reference service to readers can create the atmosphere of attracting users to the library facilities which is definitely done only by the efficient library staff not by the library software.

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