

KERALA PUBLIC LIBRARY NETWORK A PROJECT REPORT

JAYAKRISHNAN J S

12650008

Project Report

*Submitted in partial fulfillment for the award of the Post Graduate
Diploma in e-Governance.*



Indian Institute of Information Technology and
Management - Kerala
IIITM-K Building, Technopark
Trivandrum-695 581
2013

DECLARATION

I Jayakrishnan, J S hereby declare that the project report titled 'Kerala Public Library Network: A Project Report' has been done by me under the guidance of Mr. Ajith Brahmanandan, Technical Director, National Informatics Centre, Government of India and Mr Sadasivan K P, Consultant (Library), IIITM-K, Techno park, Thiruvananthapuram. I also declare that this report had not been submitted by me, as fully or partially, for the award of any degree or diploma earlier.

Thiruvananthapuram
27.08.2013

Jayakrishnan J S
12650008

भारत सरकार

संचार और सूचना प्रौद्योगिकी मंत्रालय

सूचना प्रौद्योगिकी विभाग

राष्ट्रीय सूचना - विज्ञान केन्द्र

केरला राज्य केन्द्र

सी डेक. बिल्डिंग

वेल्लयम्बलम

तिरुवनन्तपुरम - ६९५०३३



GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS &
INFORMATION TECHNOLOGY
DEPARTMENT OF INFORMATION TECHNOLOGY
NATIONAL INFORMATICS CENTRE

KERALA STATE CENTRE
C-DAC BUILDING, VELLAYAMBALAM
THIRUVANANTHAPURAM - 695 033

Grams: NICNET

TELEPHONE: 2729894, 2724529

URL: <http://www.kerala.nic.in>

email: slo@kerala.nic.in

No.NIC/KLSC/ASG3/Trg

Dated: 27th August 2013

CERTIFICATE OF ORIGINALITY

This is to certify that the project work titled "Kerala Public Library Network (KPLNET)" is an original work of Jayakrishnan J.S, Reg. No.12650008 under my guidance at the National Informatics Center (NIC), Thiruvananthapuram during the period 15th May 2013 to 27th August 2013 and is being submitted in partial fulfillment for the award of Post Graduate Diploma in e-Governance of Indian Institute of Information Technology and Management - Kerala (IIITM-K) and Institute of Management in Governance (IMG).

Shri. Ajith Brahmanandan

Technical Director

Project Guide & Head Training Division

NIC Thiruvananthapuram

BONAFIDE CERTIFICATE

Certified that the project titled '**Kerala Public Library Network: A Project Report**' is the bonafide record submitted by Shri. JAYAKRISHNAN J S (Reg. No. 12650008). It conforms to acceptable standards and is adequate in scope and quality in partial fulfilment of the requirements for the Post Graduate Diploma in e-Governance of Indian Institute of Information Technology and Management - Kerala (IIITM-K) and Institute of Management in Government (IMG).

External Guide
Ajith Brahmanandan,
Technical Director,
National Informatics Centre, Government of
India, Trivandrum

Internal Guide
Sadasivan K P
Consultant (Library)
IIITM-K, Trivandrum

Programme Coordinator
Md. Meraj Uddin
Assistant Professor,
IIITM-K, Trivandrum



Head of the Institute
Dr. Rajasree MS
Director,
IIITM-K, Trivandrum

Indian Institute of Information Technology and Management -Kerala
IIITM-K Building, Techno Park,
Trivandrum – 695 581
2013

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Jayakrishnan J.S

ABSTRACT

Today our public library system is not so effective due to lack of an efficient system for providing services and facilities for resource sharing. The present library system can be made more useful by application of Information and Communication Technology (ICT) and increasing the public participation. This can be achieved with the aid of a Kerala Public Library Network KPLNET, and use of an integrated library automation package in all libraries. The web portal of the Public Library Network maintained by Kerala State Library Council the controlling organization can extend the use of resources and accessibility of the system transcending time and space. Sharing of resources is much easier through KPLNET. Public can easily access the public library services through this system for book lending, searching of catalogue, e-reading etc. The important aspect of this system is to provide the public easy access to the data online through the network. Through multi user licences to acquired content and numerous resource sharing programmes the public libraries can reduce their expenses and can perform more cost effectively. The libraries will develop content on local aspects, which will be a unique feature of KPLNET. The major objective of the KPLNET proposed here is to unite all public libraries throughout the State of Kerala in a single networked system. Here the Kerala State Library Council (KSLC) has a unique role in adoption and implementation of the system, because more than 7000 public libraries are working under it. So KSLC can perform more effectively once it implements the proposed KPLN. This project suggests the integration of public libraries under KSLC with a library network using a web enabled system that act as an interactive public interface to enable the public for effective utilisation of the library resources.

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INTRODUCTION

1. INTRODUCTION

Library is an organized collection of books and other materials. Such materials may include magazines, newspapers, maps, films, compact discs (CD's), online databases, and other print, electronic, and multimedia resources. Libraries play a vital role in the society's communication, education and leisure. The numerous resources and services that libraries provide help people carry out their work, studies, and leisure-time activities. Libraries rank among society's most important and useful cultural institutions.

There are many types of libraries – Public, Academic and Special. Public Libraries meet the needs of all members of society, from children to senior citizens, and farmers to highest level officials and housewives to researchers. Academic and special libraries are designed to serve a specific organization or group like universities or research organizations or industries, or to provide resources related to a particular topic or field. Public Libraries provide access to knowledge and information in all subjects to all users from the recorded knowledge they manage that has been accumulated during centuries. Those from all age groups and all walks of life - including students, teachers, scientists, business executives, and government officials - use library resources for their work. In addition, large numbers of people turn to libraries to satisfy their desire for knowledge, to pursue a hobby, or to read in their free time.

Public Library is considered all over the world as a gateway to knowledge. **Freedom, Prosperity and the Development** of society and individuals are fundamental human values as per UNESCO Declaration. They will only be attained through the ability of well-informed citizens to exercise their democratic rights and to play an active role in society. Constructive participation and the development of democracy depend on satisfactory education as well as on free and unlimited access to knowledge, thought, culture and information which public libraries only can ensure.

The public library, the local gateway to knowledge, provides a basic condition for lifelong learning, independent decision-making and cultural development of the individual and social groups. So public library is a living force for education, culture and information, and as an essential agent for the fostering of peace and spiritual welfare through the minds of men and women.

The Public Library makes all kinds of knowledge and information readily available to its users of the region it serves. The services of the public library are provided on the basis of equality of access for all, regardless of age, race, sex, religion, nationality, language or social status. All age groups will find materials relevant to their needs. Collections and services will include all types of appropriate media and modern technologies as well as traditional materials. High quality and relevance to local needs and conditions are fundamental. Material must reflect current trends and the evolution of society, as well as the memory of human endeavour and imagination.

The contents of libraries have changed so much through the years that the word library itself is, in a sense, inaccurate. The word comes from the Latin word *liber*, which means book. Today's libraries house many books, of course. However, they also have a wide variety of other resources that communicate, educate, and entertain.

Public Libraries provide access to information in a wide variety of formats. Library users can obtain information from books, magazines, manuscripts, newspapers, pamphlets, and online databases. Library users will also have access to audio and visual materials such as CD's, DVD's, films, maps, paintings, and photographs. In addition to regular books, a library may have materials in numerous formats audio, video and digital content. With the immense possibilities offered by ICT Librarians can today provide easier access to materials and resources than ever before. For example, many libraries now provide OPAC catalogues and Digital Library access the users can utilize from their home. In addition, libraries help people become familiar with new technologies. Librarians may teach people to locate information with computerized catalogues of resources, called online public access catalogues (OPAC's). Most libraries also provide Internet access and personal computers for general use by patrons.

In spite of all these developments in ICT and the possibilities available to the field the public library system in Kerala face a number of challenges to fulfil their mission. The major challenge faced by our libraries is how to respond to the rapid growth of technology, particularly with regard to the Internet. With the growth of information and technology each year, more information becomes available about every subject in the world. But our libraries are not equipped to use such resources. Other challenges include finding adequate finances to support library services, avoiding duplication, which waste resources as well as implementing resource sharing programmes. In addition to it there is insufficiency of qualified s staff.

By proper application of ICT in libraries of Kerala all the above can be activated. ICT can enable library system to make resources accessible to all. Using digital formats can cost-effectively increase knowledge resources. Access can be extended to people transcending space and time even to remote village.

The project is a study of the existing public library and information system under Kerala State Library Council (KSLC) to understand the existing organizational structure, method of operations, and information support system for governance. The possibilities for introduction of an automated system and networking the libraries using currently available technologies and specialized packages and developing a web portal for e-governance at KSLC are also attempted. A proposal for networking the public libraries and connecting available content holding systems is also put forward.

1.1. SCOPE OF THE STUDY

The Scope of the present study is Public Library System under Kerala State Library Council (KSLC). The region covered is Kerala and the study covers public libraries in the State, which are under KSLC established by Kerala Public Library Act. The current status of public library system will be presented based on the data collected from KSLC and from a sample survey done for the study. The present organizational set up, the legal basis, the administrative processes procedures presently followed, and existing services to the public will be discussed. Based on the above data the possibilities for implementing an e-Governance infrastructure will be explored. Recommendations for designing and implementing a public library network required for the e-Governance at

KSLC will come within the scope of the study. The development of a Web portal for KSLC as interface for e-Governance with modules for different levels up to the service outlet at the village level will be provided. A prototype e-portal will be developed and hosted as part of the study. The study will also cover the additional facilities the e-Governance infrastructure may give for creating and sharing content as well as extending services and also providing improved community services.

1.2. VISION AND OBJECTIVES

VISION

Developing public library system under KSLC harnessing the infinite possibilities of Information and Communication Technology (ICT) in a way in which the knowledge resources developed and acquired by various agencies in the state and that is accessible from external sources can be pooled together and shared in a way in which it becomes accessible to the people transcending social, economic and geographical barriers through a system managed in a transparent and accountable manner.

OBJECTIVES

- To study the organization and administration of public library system and the legal framework under which it works with an aim to introduce e-Governance.
- To propose the establishment of a statewide public library network using existing ICT infrastructures to enable e-Governance under KSLC.
- To suggest the development of a web portal for KSLC at the front end of the public library system and network for its e-Governance.
- To identify how e-Governance system at KSLC can improve services and achieve transparent and accountable governance.
- To study how introduction of e-Governance system can facilitate resource sharing and extend the access to resources and services far and wide in the State.

1.3. METHODOLOGIES

To collect data for assessing the present status interview schedules were used. Three different questionnaires were used for the interview. The questionnaires are provided in the Appendix. The first was used for collecting data from village, Taluk and District libraries. For the field study samples areas selected was Trivandrum, Quilon, Pathanamthitta, Calicut, Kannur and Kasragod Districts belonging to south and north Kerala. Libraries were selected including some samples for State Central Library, District Library and village libraries. Second was used collect data from major systems like KSLC, Trivandrum Public Library etc mainly for extracting information from KSLC officials. Some informal methods were also used to extract information from some libraries like Trivandrum Public Library. Third format was used for an informal interview schedule mainly through telephone to extract information related to the experiences and software used for library automation. For this randomly selected experts from the net which consisted of the following along with others:

Dr. K. Madhavan, Former staff of National Library, Calcutta presently working at Vancouver, Canada.

Sri. C.S. Sathi Kumar who was Librarian of the Kerala Legislature, Trivandrum

Sri. K. P. Sathishkumar, Development Officer, Kerala State Library Council, Trivandrum

Dr. R. Raman Nair of Centre for Advanced Research in LIS, Research Supervisor, MG University and former University Librarian, KAU.

Sri. Majeed, H. of Kerala University Library, Palaylam, Trivandrum.

Mrs. Laila T Abraham, University Librarian, M G University, Kottayam

Dr. Binu Jose, Librarian Xavier Institute of Management Jamshedpur and Former Senior Executive in the Information Services Division of Wipro Technologies, Bangalore

Sri. P. Mohan of Government Women's College Trivandrum.

The analysis of data extracted from them is provided in Chapter 4 Section 4.16.

1.4. CHAPTERIZATION OF THE STUDY

The study is planned in 7 sections, which form nine chapters. The sections are planned as follows.

Chapter –1: Introduction, which deals with the scope, and significance of the project, states the objectives, and also gives the plan of the chapterisation.

Chapter –2: Review of literatures.

Chapter – 3: Organization profile.

Chapter –4: Present status of the system from data collected from KSLC and by visiting sample libraries and analysis of the collected data.

Chapter 5: About the project, which will give full information on the project including technical specification and other details. It will give details about the project, structure of proposed system, specifications of integrated library management system essential, and other requirements.

Chapter 6: Details of the proposed Web portal of KSLC. A prototype developed and hosted in the web, as part of the project will be used for demonstration.

Chapter –7: Conclusions, recommendation and scope for future development.

Appendices and Annexure providing questionnaires, forms and formats, acts and rules etc as well as references will follow.

2

REVIEW OF LITERATURE

REVIEW OF LITERATURE

A few studies were conducted in Kerala to examine the different aspects of public libraries. The studies can be classified under different headings such as public library movement, library development, library collections, library finance, library services, public library special services, use and user study, role of public libraries, collaborations with other institutions, evaluation of public library effectiveness, and public libraries Acts. But there was no specific study on public library networking which deals with the conversion of all procedures of public library governance existing, to an ICT based system with the intention of establishing a public library network under KSLC.

2. 1. PUBLIC LIBRARY SYSTEM OF MALABAR

One of the best studies on public libraries that can give an idea of our public library system identified while searching for literature on the subject is the study by Sudha Azhikodan (12) entitled 'Public Libraries in Malabar' which is an evaluative study. It is confined to the public libraries in Malabar comprising six revenue districts - Kasaragod, Kannur, Kozhikode, Wayanad, Malappuram, and Palakkad. The major emphasis of the study is on public libraries that come under the purview of the State Library Council formed in accordance with the provision of Kerala Public Libraries Act, 1989.

2. 2. LIBRARY MOVEMENT

A study by R. Raman Nair (08) entitled 'Peoples Library Movement in Kerala' traces out the history of library movement in Kerala. He describes its beginning, organisational movement, the objectives and programmes of public library movement and many organizations coming under that. But points out the lack of scientific involvement in the movement.

The study Ramanujan Nair; '*Library movement in Kerala*' (10) revealed that the Trivandrum Public Library, established in 1829 is the first public library in Kerala. He discusses the Kerala Granthasala Sanghom, and its administrative set up. He has also examined the several attempts at public library legislation It stressed the need for

library legislation as it would facilitate collection of finance, standard and adequate library service, and also administrative efficiency.

John and V. K. G. Nair (*Public Library Movement in Kerala*) (03) have given an account of public library movement in Kerala and their study has documented the following events: 1) Public library movement in Kerala started in 1829 with the establishment of Trivandrum public library, 2) The establishment of Malabar Vayanasala Sanghom (1937) and Granthasala Sanghom (1945) has contributed much to the growth of public libraries, 3) Under local library authorities several libraries were established in Malabar, and 4) In 1979 there were nearly 4000 libraries in Kerala.

2. 3. GRANTAHSALA SANGHAM

Pasilithil's study (*The Kerala Granthasala Sanghom and its socio-cultural contributions*) (07) has evaluated the history of public libraries in Kerala during the pre and post Granthasala Sanghom period. . In order to study the socio-cultural relations of the libraries with the society, a survey has been conducted. The study indicated that Sanghom enabled rural populace to form their opinions on the social, political, and economic problems of the society and it contributed much to the elegance of the social fabric of Kerala.

2. 4. RURAL LIBRARIES

Ranjith (*Rural libraries of Kerala*) (11) has conducted a study on the rural libraries in Kerala. The important findings of the study are: 1) A majority of the libraries (60% have book strength in the range of 1001 to 5000) 90% of the libraries have own land and building) A majority of the libraries (75% have women membership of less than 30%) 45% of the libraries work 9 hours or more, 30% of the libraries work 4 to 9 hours, and 25% work less than 4hours) A majority of the libraries (62%) have the membership 500 or below; 6) 45% of the libraries have a distribution of 500-1000 books on an average per month, 40% upto 500, and 15% 1000 and above) The average daily reading time was the highest among the youngest age groups of 15-30 years of both male and female; the highest in degree holders and 60% of the members are satisfied with the collection of the libraries.

2. 5. LIBRARY LEGISLATION

Nasirudheen (Impact of Kerala Granthasala Sanghom on the formulation of the Kerala Public Libraries Act, 1989) (06) has evaluated Kerala Public Libraries Act, 1989, its objectives, constitution of the library authorities, library finance, in the light of UNESCO principles for public library legislation, Model Public Libraries Bill (1963) of the Ministry of Education, Government of India, the Model Public Libraries Act (1972) of Ranganathan and the ten State public libraries Acts in India. The author has observed that 1) the preamble of the Kerala Public Libraries Act does not include the statement of the objectives; 2) the Act aims at bringing about uniform and comprehensive public library law applicable to all the existing library authorities and organisations in the State; 3) the Act provides very typical provisions with respect to the constitution of library authorities at State, district, and taluk levels; library services; affiliation of libraries etc; 4) the Act provides for a democratically elected State Library Council with the representatives of bonafied users of the grant -in-aid libraries in the State; 5) the Act provides a token representation to library professionals in the State Library Council; and 6) the Act provides for the library cess for mobilising the State library fund maintained by the State Library Council.

2. 6. LIBRARY AUTOMATION

Only two studies related to public library networking was seen of which that of Thomas (Computerization of public libraries in India) (13) is important. He has studied the state of application of IT in the public library field in India, their future plans and the problems they face in this process. The findings of the study revealed that 8% of the libraries computerised are two State central libraries, two district libraries and a voluntary organisation library. They are T. S. Central State Library, Chandigarh; H. K. M. State Library, Bhuvanesar; District Central Library, Coimbatore; City Central Library, South zone, Bangalore; and Ramakrishna Mission Vivekananda Library, Bhuvanesar. Only 28% libraries were planning to automate. None of the libraries were from Kerala.

V, Vimal Kumar and S, Jasimudeen (14) in their study Adoption and user perceptions of (Koha library management system in India) have stated that adoption and use of open source library management systems in Indian libraries is gaining momentum. Koha is the first free and open source library automation package. This paper provides a brief picture of Koha software adoption and the users' perceptions about it in the Indian

library scenario and evaluates the satisfaction level of Indian library professionals with Koha. It is found that the software is popular among the southern states of India and the number of Koha users in India is growing.

The studies reviewed show that mainly they are focused on library movement and traditional library services, and public library use and user study. In Kerala, major studies have been conducted only in public library movement, Act, and Kerala Granthasala Sanghom. It can be seen that no comprehensive study has been conducted to reveal the present situation of the public libraries in Kerala and how automation and networking can be used to improve the situation.

The search through libraries and the net revealed that there was no detailed study on Kerala State Library Council (KSLC) by the government or academic. The literature survey conducted for this study also revealed that there was no attempt to do a feasibility study for networking public libraries under KSLC. No technical Report on Developing a Public Library Network in Kerala, implementing an e-Governance System or developing a Web Portal for KSLC has been attempted.

As understood from the literature search from Library Science or computer science field there was no research paper or proposal or report on developing a knowledge base on each and every region of a state at grass root level units of public library system, by a participative mechanism and pooling this knowledge resource by a coordinating agency like KSLC for sharing it to public throughout the length and breadth of the state through a common web portal.

This makes the suggestions in this study unique and important.

3

KSLC ORGANIZATION PROFILE

3. KSLC: ORGANIZATION PROFILE

The Kerala State Library Council (KSLC) is an autonomous body under the Higher Education Department of Govt. of Kerala. It is a statutory apex body of public libraries in the State. It is the successor of Kerala 'Grandhasala Sanghom' formed by the amalgamation of Libraries, which were functioning in the erstwhile Travancore Cochin and Malabar regions in Kerala. It is constituted through a democratic process giving representation to all public libraries in the state and functions as the core of the cultural life of Kerala.

As per the Public Library Legislation in Kerala 1989, a three-tier system is followed in the administration of libraries in Kerala viz, the State Library Council, District Library Councils and Taluk Library Councils.

KSLC is a purely democratic set up where the members of the councils are elected democratically by the users of the library from among themselves. Thus there is strong participation of people in the public library movement in Kerala and the system under KSLC is an ideal network for reaching the people at the grass roots level in the State. The total number of libraries affiliated to the State Library Council so far is around 7500. Proper use of the system with a network and web portal can give immense possibilities to government.

The libraries under KSLC are graded as A, B, C, D, E & F grades on the basis of certain norms. Annual gradation is done to assess the functioning of libraries and annual grant and librarian allowance are distributed on the basis of grades assigned to them during the annual gradation process.

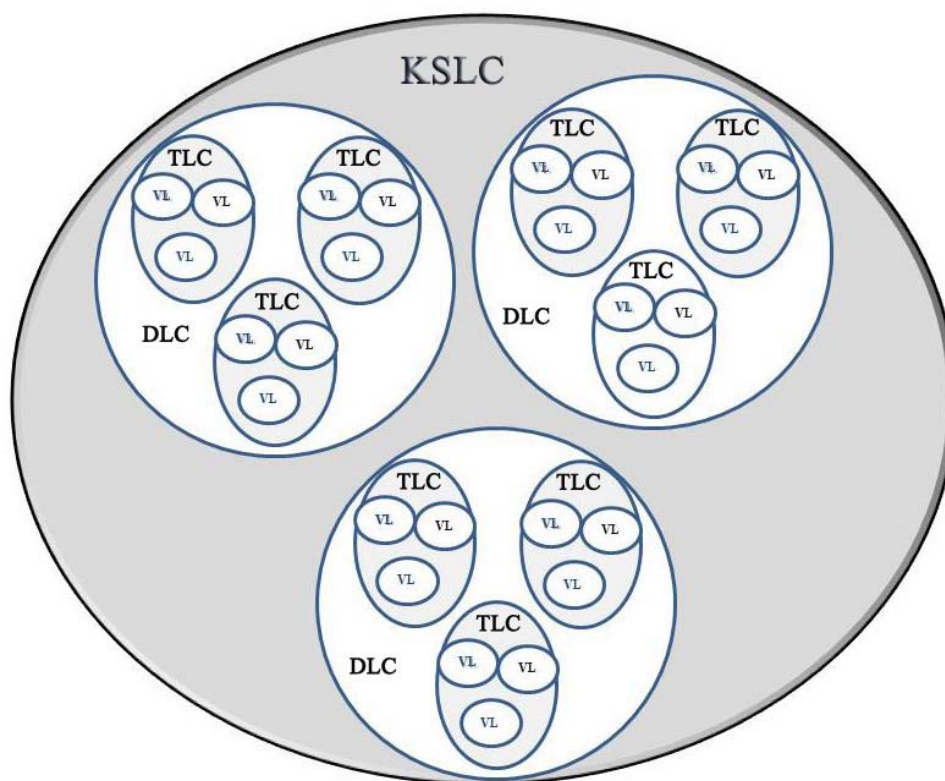


Figure 3.1: Library System Under KSLC

When we consider ICT application, networking etc, we have to keep in mind that the libraries under KSLC can be developed only in accordance with Kerala Public Library Act 1989 and Kerala Public Library Rules 1991. The State Library, District Library, Taluk Library, Village Library etc. can function and can be networked only in accordance with the system envisaged by Kerala Public Library Act 1989 and Kerala Public Library Rules 1991. So the Integrated Library Network Management System can be developed organization in conformity with the above Act and Rules. But the system based on law gives a clear plan for developing the department levels of network integration of system and resources. The Present proposal is also prepared accordingly.

3. 1. THE GOVERNANCE OF KSLC

Library System (Organization from Micro Level)

The library system as per the Kerala State Public Library Act 1989 is built up from the grass roots level. The general body of members of the village library, which is at the lowest level of pyramid, elect its governing body. The governing body of the village library consists of President, Vice President, Secretary and Joint Secretary. The governing body appoints the librarian on monthly allowance. The system is depicted in the figure (1).

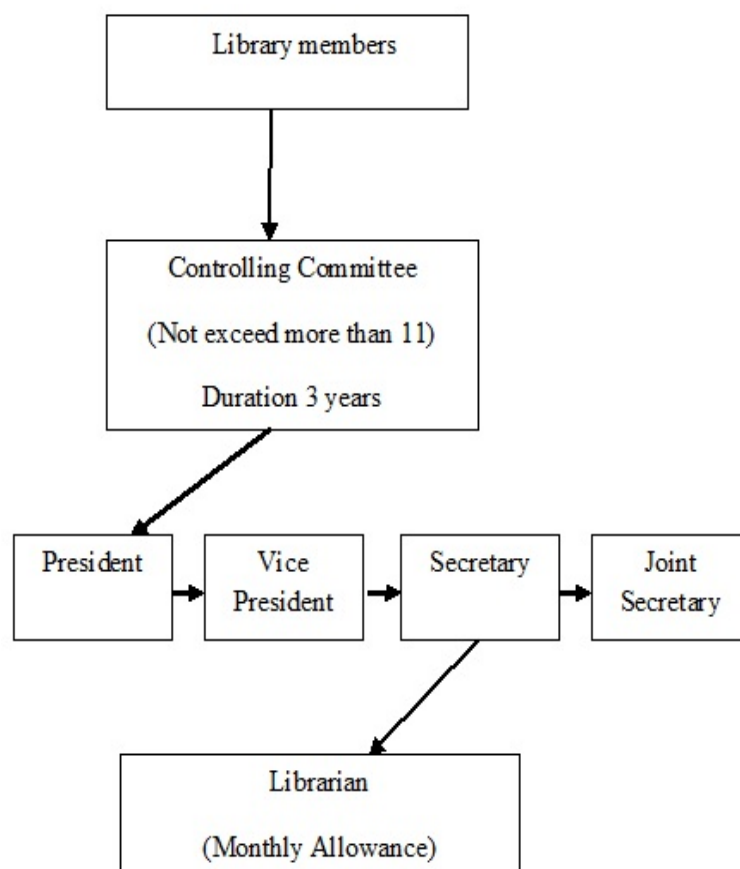


Figure 3.2: Library System

3. 2. TALUK LIBRARY COUNCIL (TLC)

The village libraries elect and send two members to Taluk Library Council. The council elect a member of the executive committee and seven represents members for District Library Council (DLC). It also elects the President, Vice President, Secretary and Joint Secretary. The Taluk Library Council (TLC) will have one LD Clerk or UD Clerk. The system is depicted in figure (2).

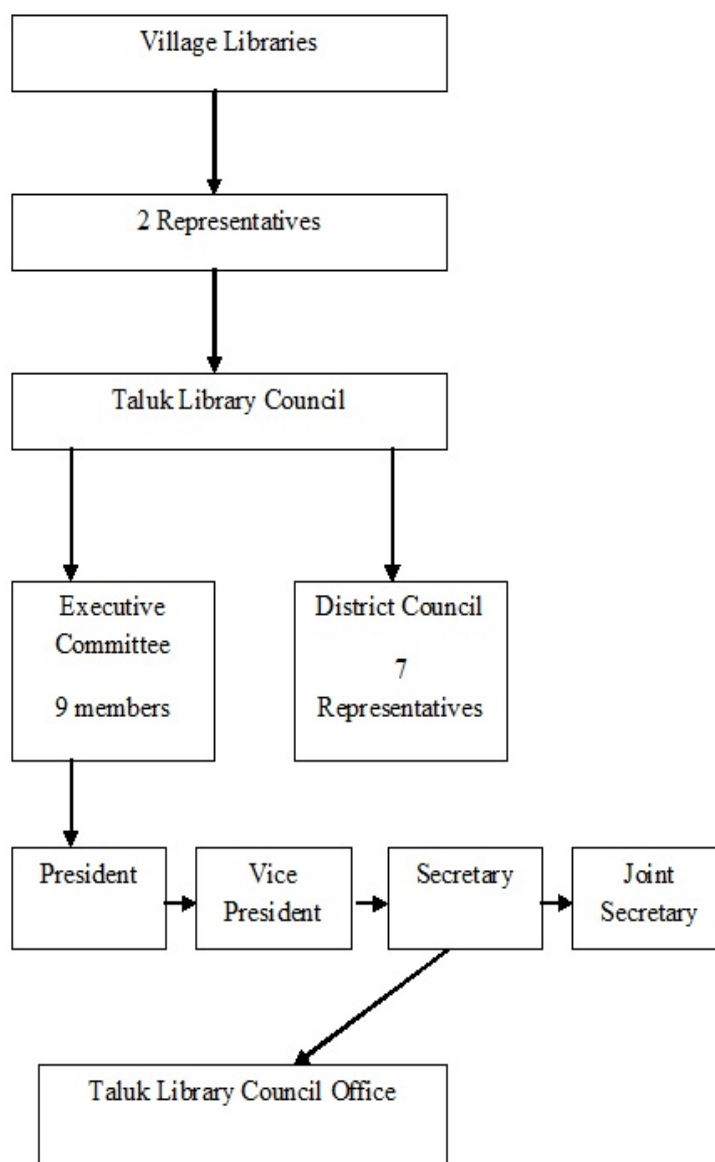


Figure 3.3: Taluk Library Council

3.3. DISTRICT LIBRARY COUNCIL (DLC)

District Library Council consists with 7 members from each Taluk. The district library council elects 11-member executive committee and one representative of District Library Council for State Library Council, as well as President, Vice President, Secretary and Joint Secretary. The District Library Council will have a fully equipped Office with District library officer one clerk and one office attendant. The system of District Library Council is depicted in figure (3).

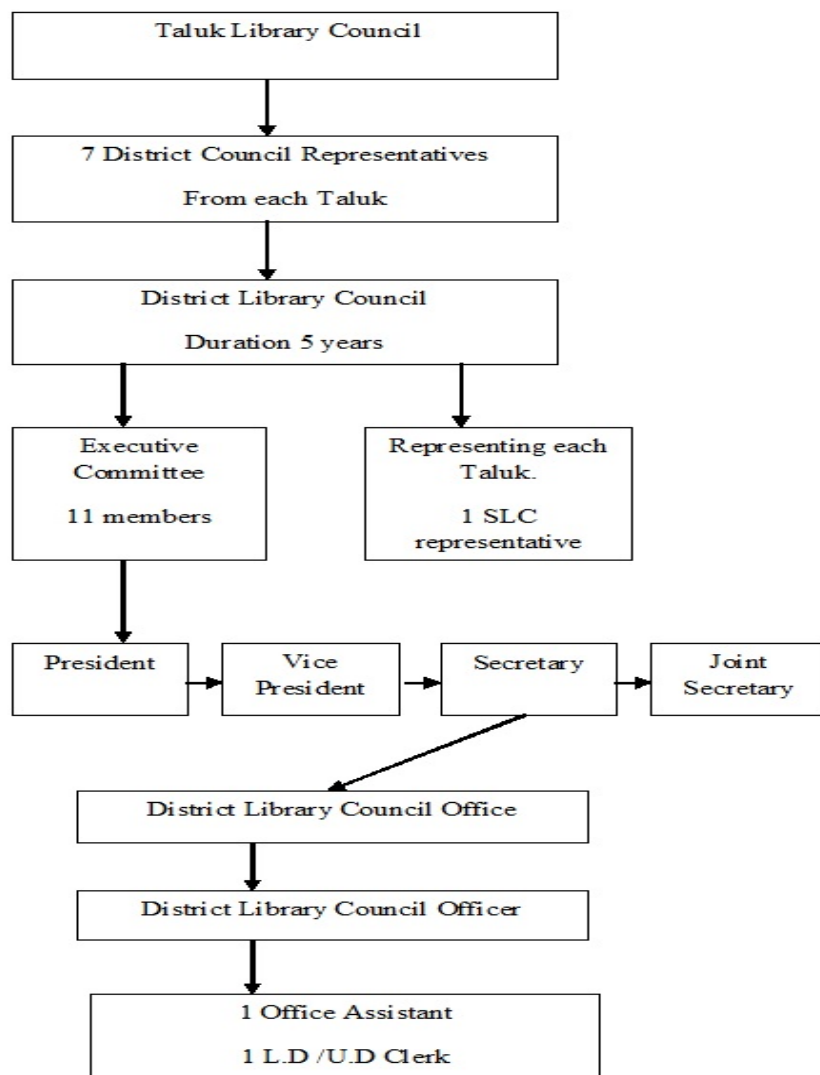


Figure 3.4: District Library Council

3. 4. STATE LIBRARY COUNCIL (SLC)

State Library Council is constituted with 63 representatives from Taluk Library Councils. It also will have the 5 government secretaries and 5 government nominees as members. Executive Committee consists of 15 members elected by SLC from the Taluk Library Council representatives plus five government secretaries and five government nominees. The State Library Council will have a full-fledged office with required staff. The organizational set-up of SLIC is depicted in figure (4).

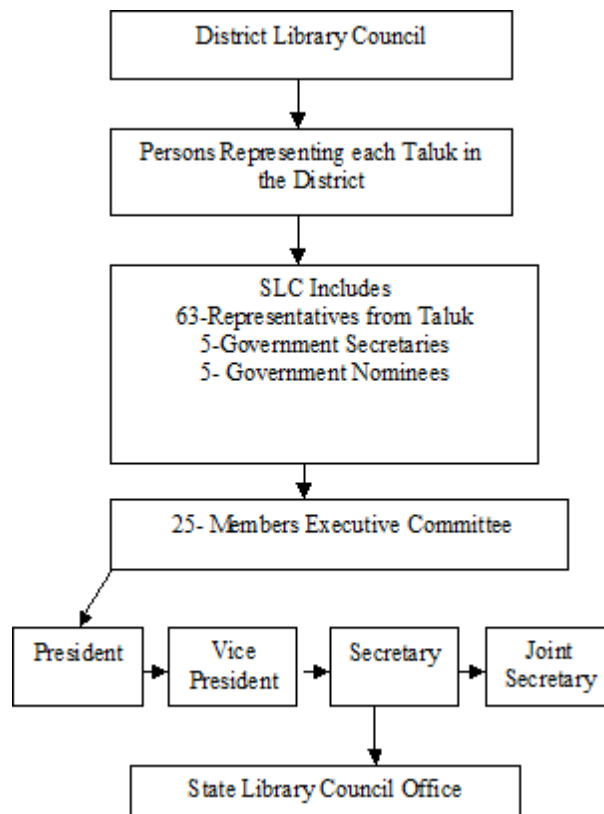


Figure 3.5: State Library Council

4

DATA ANALYSIS

4.1. DATA ANALYSIS

For the purpose of the study I have visited many libraries but collected data only from 31 libraries, which included Taluk library, district library and village libraries. Data was collected from Trivandrum Public Library also but that being a large collection existing separately from KSLC the data was not comparatively analysed. The libraries mainly used and discussed belong to Trivandrum, Quilon, Pathanamthitta, Calicut, Kannur and Kasragod Districts of south and north Kerala. I have collected through a simple questionnaire and informal discussion information on status of libraries in respect to their organisation, administration, resources, activities, ICT resources and services and checked details to find out their effectiveness and efficiency.

The data analysis provided below is based on the data collected from the randomly selected libraries excluding Trivandrum Public Library. The visits revealed many aspects, which are grouped under different headings as follows:

4.2. GENERAL CHARACTERISTICS

The number of libraries is more in the rural area than in the urban area. A majority of the libraries have registered as per Societies Registration Act. The visit to the randomly selected sample libraries and the discussions revealed that the average collection of books in libraries is 12307 books, magazine is 7, newspapers 5, users/members 123 among which included teachers, students, farmers etc. The average availability of computers is 0.5. But this may not be correct if we take the approximately 7500 libraries. Of the 30 libraries visited for this study only twelve have computers. This comes to 47 %. But many are not using it except for simple word processing applications and Internet. The data collected informally are provided in the Table 4.2 at page 99. The collection varies from about 3000 books to approximately 30000 books in the libraries covered. The details of book collections in the Libraries visited are presented in the following Chart.

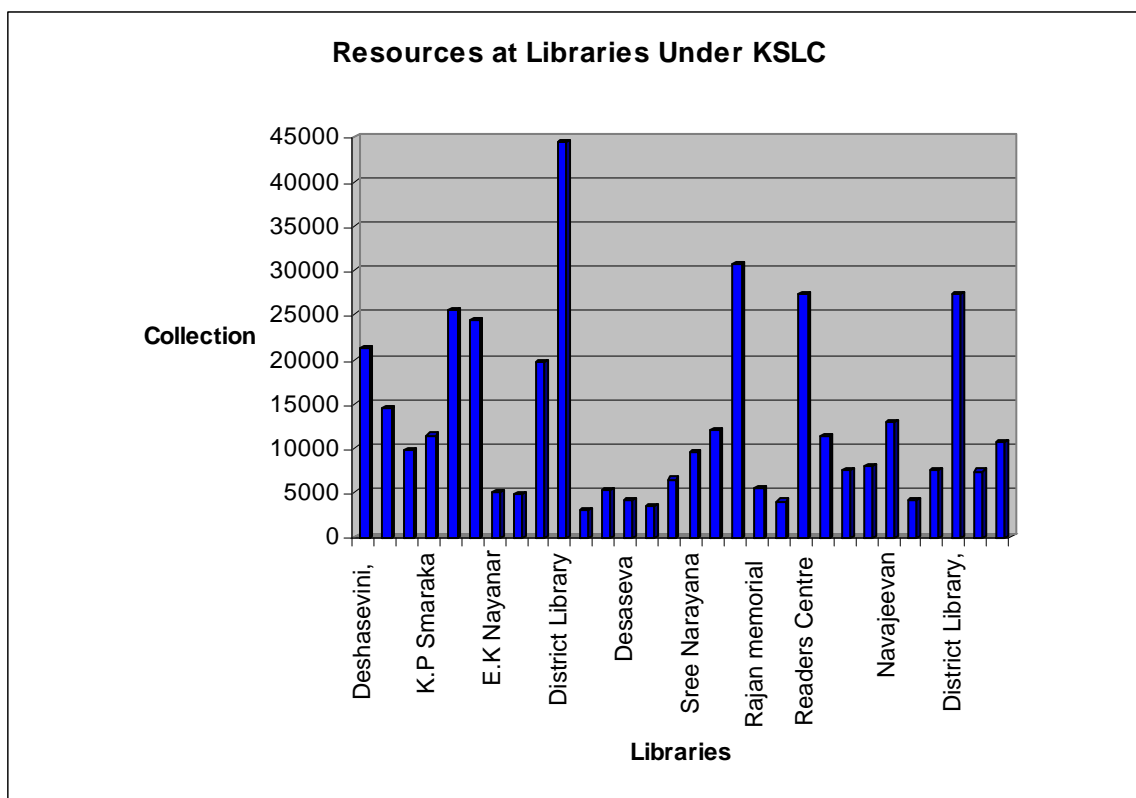


Table: 4.1: Resources and Users in Public Libraries.

The total collection of books in 30 libraries comes to 369224. The thirty libraries together subscribe to 212 journals and the libraries have a total membership of 3694. The average membership is 123. The libraries in total possess an average 75 reference books, 50 textbooks, 210 children’s books, and 11972 general books (average total 12307) etc. Detailed information on collections, periodicals, e-books, and users are in the 30 libraries visited is provided in Table 4.1 at Page 98.

4.3. DIFFERENT SECTIONS IN THE LIBRARIES

All libraries have a separate general books section. Few have a reference section, and a periodical section. All libraries have Newspaper reading section. There is no prescribed norm for the sections of the Library.

4.4. USERS

In the libraries surveyed there is a total of 3694 members. It comes to an average of 123 members’ per library. The details of the members of the libraries surveyed are provided in the following table.

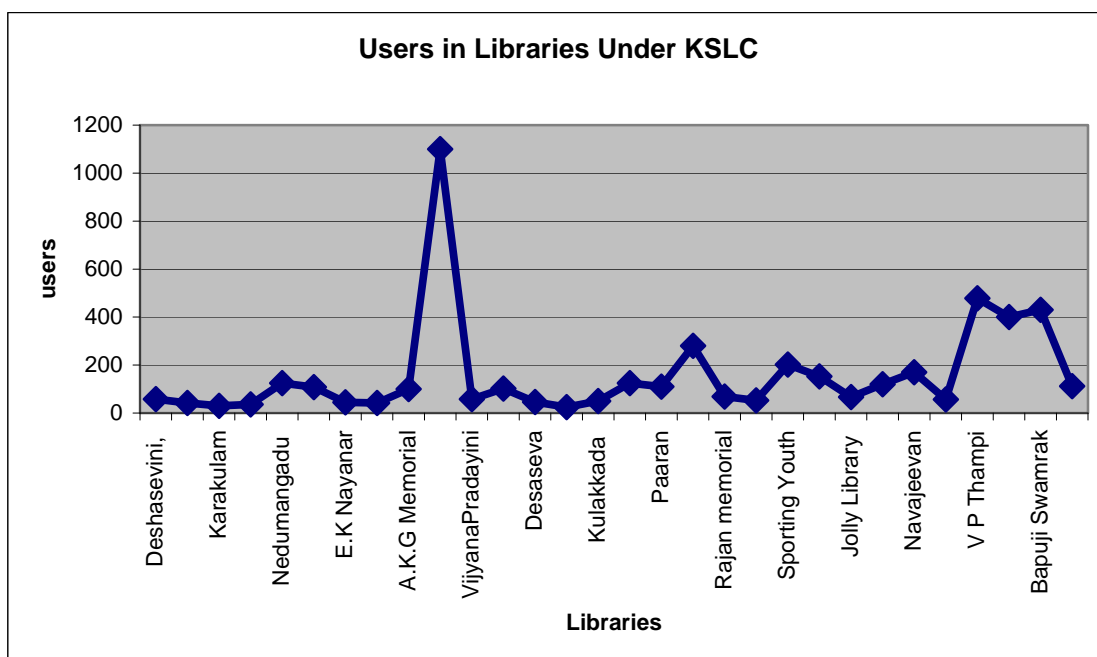


Figure: 4.2. Users in the Libraries Surveyed

As per the data collected from the surveyed libraries each library user has 30 books in the library system. The membership varied from 25 to 1100.

4.5. RESOURCE SELECTION PROCESS AND GENERAL MATTERS

All libraries provide lending facilities. Only less than 1/4 of the libraries have a book selection committee. No library visited adopts a book selection policy. A large majority of the libraries use publishers' catalogues and visit to bookstalls as the main book selection tool. The number of different categories of books available in the public libraries is more in the urban area that is Trivandrum and Quilon than at Kannur where the libraries surveyed are in rural area. The majority of collection forms fiction in public libraries. The fiction collection in the public libraries is of cheap quality, mostly detective novels, and non-fiction collection does not cover all subjects. The public libraries stocked more Malayalam books, and English Hindi and other language books such as Tamil, Kannada and Sanskrit occupy only less shelf space in libraries visited. There is no steady increase in the acquisition of new books in the public libraries during the period from 2010 to 2013. The libraries subscribe to an average of 2 children's periodicals, 7 general periodicals and 3 subject periodicals. The libraries are not cleaning books regularly. The libraries conduct stock verification only occasionally that is once in 5 or ten years. The libraries do not classify the books, or even adopt a local

classification method. Only one library used the card catalogue or accepted cataloguing methods but others use the ledger as the physical form of catalogue. But the libraries provide open access system to the members to browse books directly from the stack room. A very small amount is spent for different items such as books and periodicals, staff, building, furniture, and miscellaneous by the public libraries. A few libraries have received the RRRLF grant for different purposes such as purchase of books and furniture, construction and extension of library buildings. The amount spent for the staff allowance is very meagre.

4.6. ICT FACILITIES

No libraries visited have any non-book materials such as CDs and Floppies. A few of the libraries have computers. Most libraries have telephone Connection. Of the 30 libraries visited even though 12 have computers only 6 libraries have Internet facility. The data is provided in the Table 4.2 at page 99. Of the libraries which libraries provide Internet facility to the members, an average of 5 to 10 members utilise this facility every day.

4.7. HUMAN RESOURCE

Most of the library staff is part-time staff only. The librarians except those at Quilon District library and Calicut Public Library are not professionally qualified. The librarians have no basic computer operating skill. But one unique quality found in library staff under KSLC is in some libraries especially at Kasragod the staff never considers their service as a job. They are not bothered about the wage.

These librarians are human encyclopaedias about the region and they know each and every person in the village, each and every organization there, history of the region, its specialities and what not. They are involved in the cultural, social and political activities of the region. The involvement of such persons can surely help the development of content for regional /local studies as well as popularising the public library system and services

4.8. PHYSICAL RESOURCES

All the libraries have their own buildings and with an average plinth area of 800 sq. ft. The average size of the library building is larger in the urban area than in the rural area. Few libraries have television, radios, and tape-recorders. Some libraries have other equipments such as public addressing system, and video set. A majority of the libraries have insufficient furniture both for stacking and for reading facilities. In majority of the libraries, the ventilation, fan, and lighting facility are only partly satisfactory. Only few of the libraries provide drinking water facility to the users.

4.9. VISITORS AND MEMBERS

The total average number of visitors of the public libraries per day ranges between 10 to 25. Users are more from the urban community and less from the rural community. The average number of members is more in the urban areas than in the rural areas. A majority of the libraries provide membership to children. No library provides free service to adults or children. The libraries collect membership fee, which varies, from Rs. 10 to Rs. 25.

4.10. ADMINISTRATION

Public libraries in the State except a few are directly under the control of the State Library Council. In most libraries, the membership registers are incomplete and inaccurate and are poorly maintained. Visitor registers are not maintained in the libraries. Issue and return is done using registers in all libraries surveyed.

4.11. SERVICES

The libraries in Kerala libraries generally lend one book at a time, and a few lend 2 books at a time. The libraries provide the facility to extend the loan period of books. They take action to recover the overdue books from the members after a long period. Normally they do not collect any fee from the members for the overdue books.

The libraries adopt the ledger system for the circulation of books. The libraries provide reference service to the members but the service is informal. But the resources available in the libraries for this service are too inadequate and not constitute standard reference books to provide this service satisfactorily. No libraries formally offer service to the

self-education of neo-literates and it is at a minimal level. None of the libraries function as academic study centres and their services are not satisfactory. Most of the public libraries visited fail to fulfil the educational function. None of the libraries offer community information service to the public at a minimal level Except Thiruvangad. The number of children utilising the public library is very less.

The libraries have poor special collections such as atlases, charts, and audio-video cassettes for children. The libraries generally participate in no in literacy activities. They normally provide no social services to the disadvantaged groups such as old-age persons, patients in hospitals, and orphanages. Only one library was found to have been engaged in literary activities through their hand written magazines. Libraries provide no user education programme. They provide no formal service to schools and it is at a minimal level. The visited libraries have contributed more in fulfilling the recreational and cultural roles rather than informational or educational roles in the society.

4.12. ACCESS TO SERVICES

The libraries keep their lending sections open only for one to four hours a day. The libraries are kept open only few days in a week. The libraries visited are not using any library automation package except in 2 libraries even though 12 of the 30 libraries were having computers.

4.13. STATUS AUTOMATION / TECHNICAL ORGANIZATION

Of the 30 libraries surveyed 2 is automated. None of the libraries have web sites. Libraries except two have not scientifically classified or catalogued their books. The librarians except two in 30 libraries visited are familiar with using computers and automated systems. So for developing KPLNET all the works related to automation and preparing of these libraries needs to be done from the scratch.

4.14. MAJOR RESOURCE REMAINING OUT OF PERVIEW

State Central Library possessing more than 4 lakhs books and unique facilities costing millions of Rupees is standing out of the purview of the KSLC. This being State Central Library its resources should be shared through KPLNET to the people throughout the length and breadth of the country.

4.15. FUNCTIONING / RULES / NORMS OF KSLC

As part of the preliminary study informal interview was conducted with officials of KSLC. The vast amount of data in regard to the functioning of the KSLC and the standards rules and norms based on which it functions such as, affiliation of libraries (Annexure at Page 75) different forms and formats presently used for manual processes etc provided in Annexure and Appendices pages 74-97 and are to be transformed into computer process able forms that can be filled online.

4.16. OPINION OF EXPERTS ON LIBRARY SOFTWARE

Using Third format an informal interview through telephone to extract information related to the software used for library automation and related experiences were collected from the randomly selected experts listed below.

Dr. K. Madhavan, Former staff of National Library, Calcutta presently working at Vancouver, Canada.

Sri. C.S. Sathi Kumar who was Librarian of the Kerala Legislature, Trivandrum

Dr. R. Raman Nair of Centre for Advanced Research in LIS, Research Supervisor, MG University and former University Librarian, KAU.

Sri. K. P. Sathishkumar, Development Officer, Kerala State Library Council, Trivandrum

Sri. Majeed, H. of Kerala University Library, Palayam, Trivandrum.

Mrs. Laila T Abraham, University Librarian, M G University, Kottayam

Dr. Binu Jose, Librarian Former Senior Executive in the Information Services Division of Wipro Technologies, Bangalore

Sri. P. Mohan of Government Women's College Trivandrum.

The sharing of their experience for this study revealed that presently libraries used software Libsys, SOUL, Alice for Windows, Libsoft, e-Grandhalaya, and Koha. Most of the experts opined that Open Source software is only advisable. Dr. K. Madhavan who was having a good exposure to library systems in different countries told that the present trend is to use accepted Open Source packages. He stated that the reason behind that is the freedom to scale up or move from one package to another and the continuous R&D behind most Open Source packages supported by international organizations.

5

PROPOSED KERALA PUBLIC LIBRARY NETWORK (KPLNET) UNDER KSLC

PROPOSED KERALA PUBLIC LIBRARY NETWORK (KPLNET) UNDER KSLC

The present project is intended to visualize the conceptual framework and propose the development of a Kerala Public Library Network (KPLNET) under KSLC by exploring and exploiting the existing facilities and resources and ICT infrastructures and library related technologies to achieve the objectives of the Kerala Public Library Act 1989 and within the frame work permitted by the Act. The system proposed can help the evolvement of a Kerala society, a knowledge society, capable of leveraging on appropriate technologies, in adding value and quality of life to its member citizens. Socially relevant public as well as academic libraries and proactive librarians could play a pivotal role in transforming our society into a learning or knowledge society.

5.1. OBJECTIVES OF KPLNET UNDER KSLC

- To transform the public libraries into more relevant and citizen sensitive social institutions.
- To reinvent and reengineer the existing public libraries to act also as the Community Information Centers (CIC) of the region.
- To maximize the use of low-cost / appropriate and yet latest Information and Communication Technologies (ICTs) for the social good and benefit of the locality / region.
- To increase the availability and accessibility of resources available in different libraries in Kerala by resource sharing inter library cooperation.
- To diminish cost of purchasing resources in Libraries in Kerala by Resource sharing
- To exploit resources and optimum use of available resources and services:
- To promote co-operative activities like acquisition, exchange, storage, binding, training, reference and documentation services, inter-library loans, online services etc.

- To prepare online union catalogue of Collection in individual libraries, which will improve bibliographic control in Kerala state.
- To achieve a regular document delivery system inside the state, to supplement the present collection of each libraries.
- To promote the exchange of information with other national and international co-operative networks, through which people from Kerala will be able to browse through the collection of libraries located anywhere in the globe.
- To extend service to a wider user community and to promote programme for increased use of library resources and facilities.
- To promote research, development and innovation in information technology, and most importantly, continued lifelong education will be available to the common public.

5. 2. CONCEPT DESIGN

The data collected and analysed show that presently public libraries are not applying ICT for their functioning and services except a very few. There is no standardization of different types of services. There is no programme for resource sharing or interlibrary lending. Public is not aware of what is available and where. State Central library Act as a public library of Trivandrum city. People from Kasaragod cannot access its services or know what is available there. The same is the case with District and Taluk Libraries. A villager has to get satisfied with minimum resources available at his village library. But State Central Library also is maintained by the tax paid from the pocket of the villager from Kasaragod.

Kerala Public Library Network under KSLC will be basically a resource-sharing network. Covering the public libraries in different levels in Kerala. This network will canalise knowledge resources available in different general and specialized information networks of the country and abroad this network blending with and becoming part of national level public library systems and networks and other programs like NKN extend

the utility of publicly funded information systems and resources to the citizens of the country transcending social economic cultural and geographical boundaries.

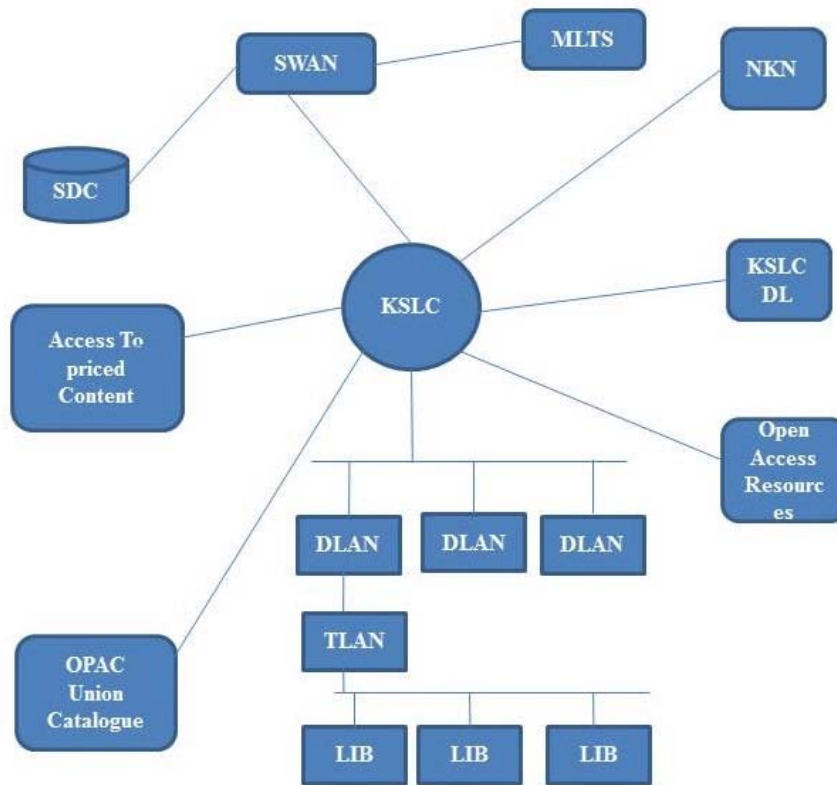


Figure 5.1: Concept Design of Kerala Public Library Network (KPLNET)

Public from any remote area can by using their username and password allotted by the library, through the internet connection from home or through the workstation made available at his/her nearest library request for any information they require. The request can be made in their local language or language of their interest e.g. Malayalam, Tamil, Kannada, Hindi or English. The request will go to the State Service Delivery Gateway (SSDG) and from there it will pass through the local language translator to KSLC Knowledge portal. Link to various sources of information maintain by state as well as country like NKN and other foreign sources open/subscribed will returned the information to the user as available as in existing format and language specified by local language translator.

5.3. PREREQUISITES OF KPLNET

The essential prerequisites and conditions for a success of KPLNET are the following:

- Agreements and MoUs related to objectives for implementing co-operation from the agencies participating or the agencies which provide infrastructure and other facilities.
- Establishment of facilities for sharing materials
- Schemes for intelligent organization of data/documents and databases
- Method of adequate delivery of resources to users
- Compatibility and interoperability between the computing systems available with the organizations to be netted.
- Ensuring the ability of network among the resource sharing libraries, a compatible catalogue record format is essential.
- Standardization of policies and procedures across the network and adhered to by all participants, in order that these tasks could be performed in shared and efficient manner
- Adequate means of information dissemination and communication (ICT facilities etc.)
- Formal established parent organizational level co-operation through Government systems.

5.4. STACKS AND SOLUTIONS

The establishment of the public library network will require the following stacks and solutions.

- Computer Equipments like Monitors, Printers, Barcode Readers, and Scanners etc. at libraries/offices at all levels. Communication and Network Stacks and Solutions of Library
- System Software like Open Source (Linux) or Proprietary (Windows/Mac)
- Integrated Library Management Software, which will be web enabled. It should contain modules for different library operations.
- Web Portals at different levels /required packages for developing
- Uninterrupted Power Supply and Power Backup System (UPS)
- Three public IPs. Server Connection and data backup system. Security Against Data loss and Malfunctioning of Resources
- Human Resources

5. 5. DETAILED STRUCTURE OF PROPOSED SYSTEM

INFRASTRUCTURE REQUIRED OF KPLNET at KSLC

Main Centre AT KSLC

High-End server with latest configuration for holding the database of member libraries. Huge amount of data from participating libraries will be uploaded to this server for accessing from any part of the world. This server will be used for content creation initiatives like Digital Libraries, Internet accessible Institutional Repositories etc.

Web server to host the website of the network. People will access this website for searching and downloading data and other content uploaded time to time.

Required number of systems for the staff for developing and managing the quality database.

A training Lab with latest systems and internet connectivity for providing training to librarians and others involved in the process

Member Libraries

Required number of systems for the staff for preparing the quality database at member library level.

High speed Internet connectivity for the users for searching the database and other Net based resources.

Connectivity

Internet can be used as the communication / connecting medium between member libraries. Member libraries can logon to KSLC web portal and search, download, order for document, referencing or any kind of service. The Internet is formed by the interconnection of thousands of separate networks in different management domains. Within a single management domain there may be several networks, and the management domains cover both private and public network services. The component networks exploit numerous telecommunication technologies, ranging from the dial-up telephone network to state-of-the-art broadband switching technologies. Type of

connectivity to each library can be decided based on number of users, collection and physical location of the libraries.

The proposed model for networking the libraries in Kerala has two levels:

- a. The provision of local networks to interconnect the libraries associated with each library authority;
- b. The interconnection of the library authority networks and their connection to the KSLC portal, Internet and other Indian and international networks.

Functional Aspects at Front End

The proposed public library network system will function as follows. State Library Council will have a web portal. The portal will have the following shared facilities and resources.

- Software and Special application packages required by the participating libraries
- Integrated Library Management package approved by KSLC for use in participating libraries
- Digital Library of in-house generated content
- Access to consortia based acquired content
- Office Management of KSLC
- Providing Recognition as an affiliated library
- Gradation of Libraries
- Providing Grant to Libraries
- Online Union Catalogue of documents available in participating libraries
- Authenticated catalogue records to be used by the participating libraries

Applications or proposals can be made online through this web portal by filling in online web forms. Sample formats of the online web forms are provided in Appendix 1 to 10.

There will be separate web pages in this portal for District Library Councils and Taluk Library Councils and Village libraries, which are the service outlets. These will be organized in different levels.

Applications and proposal to be submitted to the District Library Council and Taluk Library Council also can be done online through the concerned web pages in the KSLC Web portal.

Application for membership, formats for entering catalogue data etc. that can be done at the village level also can be done through this web portal. Some sample formats for these online data entry, proposals and applications are provided at Appendixes 1 to 10

Public libraries will register online in this web portal. The registration will be verified at the next level that is Taluk or village. Verified items will go to State Library Council, which will verify and approve the registration. Then it will be sent back to the lowest level authority where it is registered for manual verification. The report will again be transmitted to the State Library Council, which will issue a membership Id, and digital certificate if essential. The same routine will be followed for grants. State Library Council will calculate the grade by using the integrated library management system to count the collection. The grants will be issued according the grade to which the library is identified.

The portal will have integrated library management software and other facilities.

5. 6. ARCHITECTURE OF THE PROPOSED SYSTEM

5. 6.1. KSLC PUBIC LIBRARY NETWORK

The KSLC will have a Server system with appropriate configuration, to manage all data coming from District, Taluk and Local Libraries Data will be stored on the server storage area and the backup is provided for keeping the data safe without any loss. Network schema will be as per Figure 5.2. Network flow will be as per the Figure 5.3 and the request response model will be as per Figure5.4.

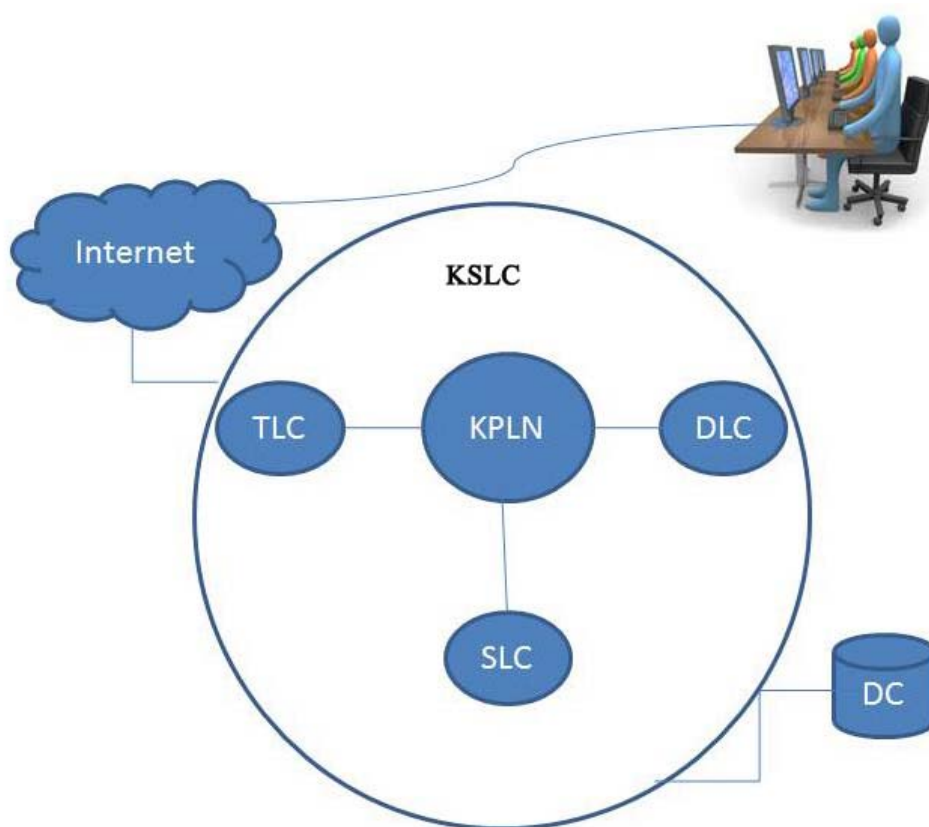


Figure 5.2: Networking Schema of KPLNET

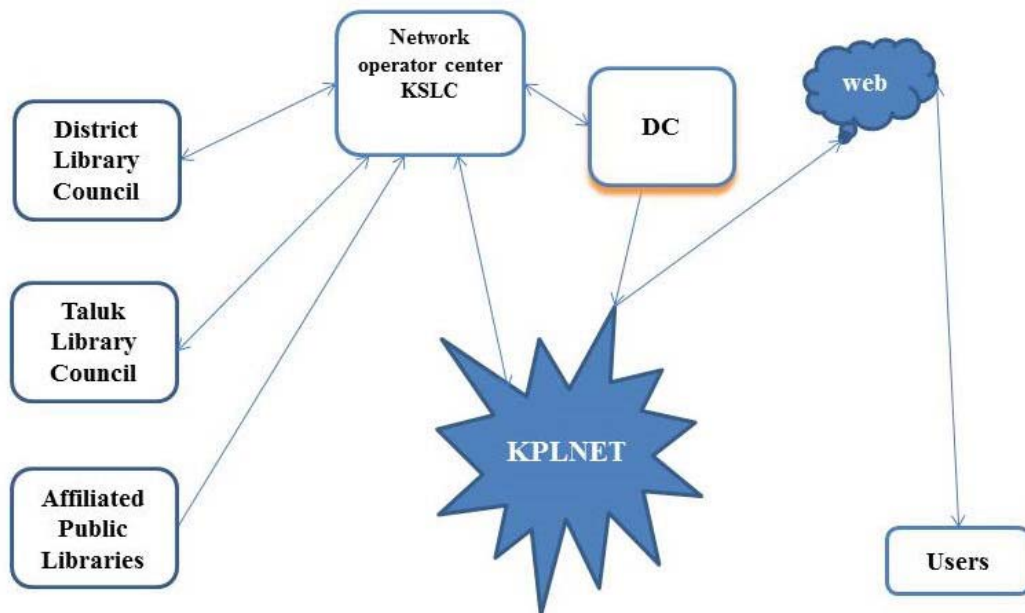


Figure 5.3: Network flow of KPLNET

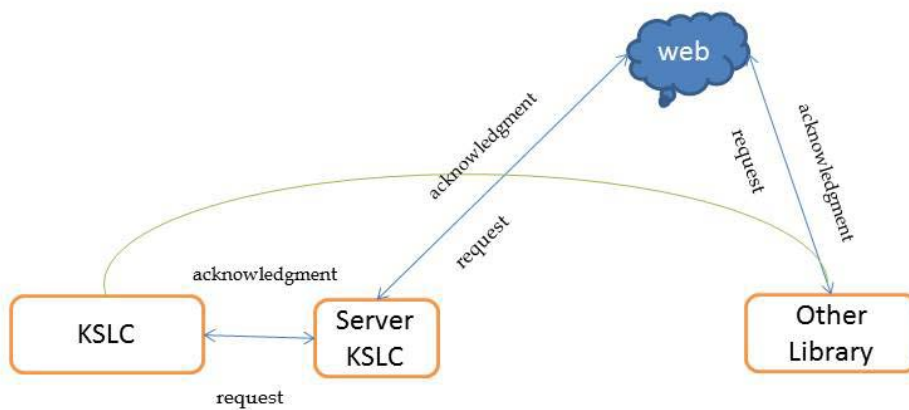


Figure 5.4: Request response model of KPLNET

5.6.2. SERVICE DELIVERY TO THE PUBLIC

The figure 5.8: gives an outline of the way in which the service delivery system under the KSLC public library network will function.

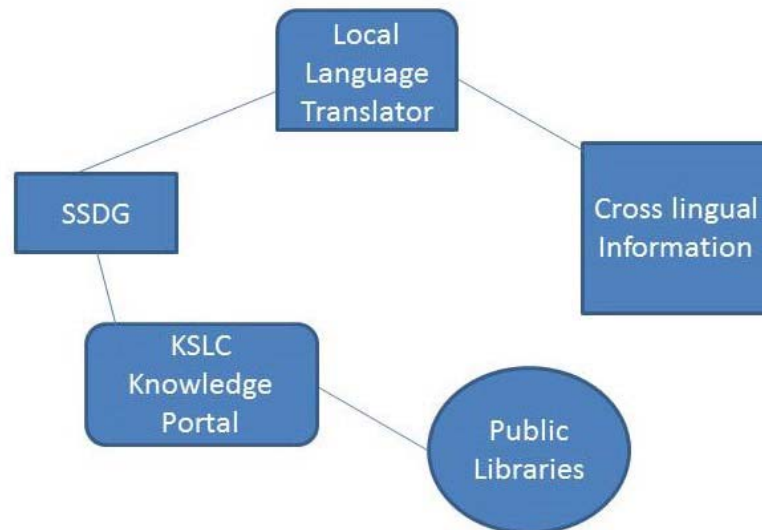


Figure 5.5: Multilingual Information Access

Public from any remote area can by using their username and password allotted by the library through the Internet connection from home or through the workstation made made available at his/her nearest library request for any information they require. The request can be made in their local language or language of their interest e.g. Malayalam, Tamil, Kannada, Hindi or English. The request will go to the SSDG and from there it will pass through the local language translator to KSLC Knowledge portal. Link to various sources of information maintained by State as well as country; like NKN and other foreign sources open/subscribed will be searched through and retrieved information will be returned to the user in format and language specified by local language translator.

5.7. INTEGRATED LIBRARY MANAGEMENT SYSTEM

For networking public library system each individual library needs to be automated for all housekeeping functions. It requires an Integrated Library Management System that provides all functions and modules which library usually uses and wants. In the interviews done for this study many librarians were asked why the software is being preferred in libraries. The statements provided by many librarians revealed a mature approach, which considered their merits of functionality, alignment with strategic priorities, quality of service, and economic value. From the discussions with various librarians and from observing the libraries which use Koha and other commercial and Governmental software Koha was found to be most advisable for reasons like, coverage of maximum functions, Open Source, popularity, backing organization for its continuing Research and Development, Online User Community, easy customisation etc. So in this project software recommended is KOHA integrated library management software. This software chosen because being open and free it can be customized according KSLCs needs. Compared to other open source library management software, Koha is more popular in India due to its active user's community. Many prestigious library automation projects in India have adopted Koha due to its capability to handle Indian languages. Delhi Public Library has started using Koha in 2007. The Government of Kerala has in principle made a decision to make Koha as its official software for computerization of government administered libraries. Calicut University has changed over from SOUL a Government of India supported Software, to Koha MG University has also changed from Soul to KOHA on 13/08/2013. Educational institutions under Institute of Human Resource Development (IHRD) have adopted Koha in their libraries by providing in-house training for library professionals. IHRD is an autonomous body under Government of Kerala, which own around 50 educational institutions. Training and awareness through such organizations can eliminate misconceptions of many library professionals regarding open source software.

5.8. APPROXIMATE SPECIFICATION OF THE INTEGRATED LIBRARY MANAGEMENT SYSTEM

The modules of the ILMS to be developed independently or by by customisation of the some Open Source Software should have the following minimum modules and sub modules.

A) Technical Requirements:-

Operating System: Linux [Debian, Fedora, and Red Hat]

RDBMS: My SQL/PostgreSQL

Web and Application Server: Apache / Tomcat

Web browser based interface: Supporting all industry standard browsers such as Explorer, Firefox, Chrome, and Safari

B) Other Requirements:-

- Multi-tasking facility and customisable search.
- Union catalogue facility
- Simple and clear interface in both English and Malayalam language
- Integration with email applications
- Unicode support for all languages
- Ability to integrate with various web2.0 tools, RSS feeds, and similar plug-ins
- Multiple level admin / user logins and permissions settings – user access management
- Backup and restore functionalities
- Automatic multilingual transliteration facility for search, retrieval and data entry.
- Ability to handle multimedia and digital resources [MARC Tag 856]
- Reports and ability to save reports in PDF, Word, Excel formats

C) Library Standards:-

MARC21, AACR-II R2, OAI-PMH, SRU-SRW, NCIP Z39. 83 Ver 2. 0, ISO 2709, Unicode 4. 0 / 5. 0, Z39. 50, Code39 [barcode], Fedora Digital Object, Open URL

Library Software Modules and Functions:

Acquisition:-

Ordering – Develop Order, Place Order, Receiving

Invoicing - Accessioning,

Budget – Managing Budget, Expenditure Analysis

Cataloguing:-

Record management – Enter title, Update / Modify / Remove

Data Import / Export

Stock Verification

Circulation:-

Manage Members

Circulation – Checkout, check-in, renewal, reservation, fine collection

Serials:-

Serials management – Serial Details, Receive Issues, Reminders.

Events:-

Events Calendar: Add, modify, delete, attach notice / brochure / report.

Reports:-

Acquisition - Order, Invoice, Accession Register, Expenditure Analysis

Cataloguing - Reports – spine label, barcode

Circulation – Membership, Members list/id card, Transaction, Fine collection,

Overdue reminders

Serials – Serials List, Reminders,

Events – Events Calendar, Event report/list

Settings / Utilities:-

User Management – Settings, Functions, Passwords.

Parameters: Currencies, Exchange rates, Budgets, Vendors, Authority files,

Member categories, Fines, Text for Notice / Orders / Reminders. This will

have other functions for managing / maintaining the software.

5.9. CONNETING KNOWLEDGE CONTENT TO KSLC NETWORK

CONNECTING TO NATIONAL RESOURCES

Now with Open Access Initiative (OAI) an ocean of information sources have come into the Internet freely accessible. This includes general information like web pages providing data on different countries, cultures etc as well as specialized information like research papers PhD theses etc. In addition there are encyclopaedia's dictionaries, audio and video files of interest to students and public etc. There is an ocean of content that KPLNET can canalise to its service outlets in a user friendly way. In addition there will be freely accessible content created in the country and the state.

The resources developed by National Library at Kolkata worth millions of rupees can be made use to the villager living in Pattazhi or any similar remote place. Like that the resources of the State Central Library also should become useful to the people of Kerala through KPLNET. When it is connected through national public library network to state library network, which have the village library in Pattazhi serves as a service outlet. Now there are numerous open access resources consisting of books journals and multimedia, which will become accessible for the villager through the public library network. KSLC can develop a digital library with material relevant to the region in local script and connect to the KSLC public library network. KSLC can digitise out of copyright books printed in Malayalam and added in to the digital library.

5.9.1. NATIONAL KNOWLEDGE NETWORK (NKN)

Through this Knowledge Gateway the Kerala public libraries can get connected the state-of-the-art multi-gigabit Pan-India Network. NKN designed to ensure the highest level of availability, quality of service, robust, secure and reliable connectivity.

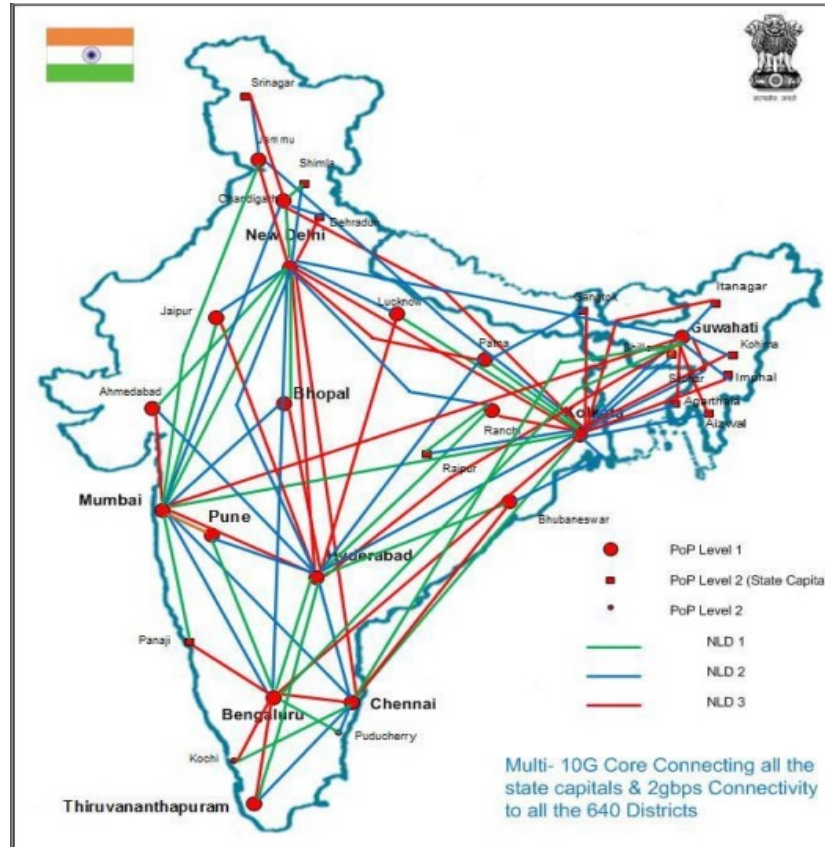


Figure 5.6: NKN over India (Source: NKN Brochure)

National Knowledge Network has already established the connectivity among 114 institutions across India including nine institutes in Karnataka and many more institution are in pipeline. NKN is a hierarchical network divided into three basic layers Core (Level 1), Distribution (Level 2), and Edge (User Level).

Depending on the type of connectivity required by the user organization, geographical presence, and the location of Points of Presence (PoP) of NKN, (belonging to Core and Distribution), connectivity would be provided to the institutes. NKN backbone will typically have 18 Core PoPs and around 25 distribution PoPs across the country. Distribution PoPs can connect to different core PoPs using links from different National

Long Distance service providers (NLDs), and form the NKN backbone. Each of the Core PoPs will have last mile from a different NLD. This would ensure high availability at the PoP level. . These PoPs shall be interconnected using multiple links from different NLDs to form a Mesh network.

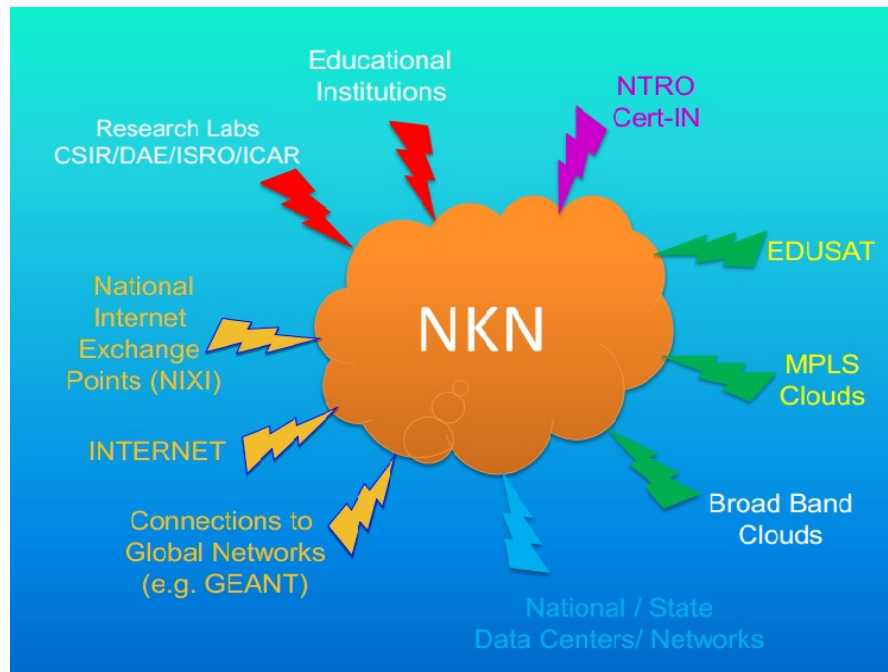


Figure 5.7: Connections of NKN

NKN access through KSLC Network or providing facilities for access of NKN at libraries will put at the disposal of KSLC an ocean of documents or recorded knowledge, which may include books, journals and multimedia.

5.10. ACQUIRED CONTENT

Priced content like Encyclopaedia Britannica, reference libraries offered for purchase and online journal for general interest like “National geography “can be subscribed for use in network by KSLC and made accessible for the people. Selected reference books in Malayalam can be purchased for digitization and providing access through the network by special agreement with Malayalam publishers. Like this KSLC can add the quantity and quality of the collections in its digital library connected to the network

5.11. BIBLIOGRAPHICAL CONTROL

KSLC can pool catalogue records of its libraries throughout the length and breadth of the state to make available a union catalogue of books available in the libraries of the state. This will enable the public to understand what is available and where? NKN will have connectivity to different general and specialized libraries, archives and collections. This will consist of resources available in different specialised libraries like National scientific library, Agricultural libraries, Medical libraries, University libraries and libraries of different research organisations. All these resources available under NKN can be connected to the KSLC Public library network.

State Wide Area Network (SWAN) can provide to KSLC public library network connectivity extends to the state capital to the remote villages and also supplement the public library network with the information resources if any SWAN will have in its own system.

5.12. DIGITIZED HERITAGE SERVICE

Through the public library network the knowledge resources in digital form highly relevant to each and every region of the state developed in house at different regions can be conserved and made accessible.

With the implementation of ICT in public Libraries, archives of local reminiscence materials, based on citizens' stories, photographs and objects from an earlier period of the town's history, or the village's history can be digitized. Development of such a local history collection can dramatically change our historical research with hitherto undreamed possibilities. The resources of library will stand networked or mounted on the web and these can be accessed from a PC located in the reference library or member's home. Such applications would also provide access to other information such as opening times of the cultural institutions, special exhibitions and events, and to other services such as ordering photographic prints or downloading images from the resources available in libraries.

5.13. PRESERVATION OF LOCAL MATERIAL

Another important function that can be fulfilled by a public library network is to identify and collect cultural material of importance available in its jurisdiction. These may be works of art or sculpture, paintings, documents, musical instruments etc. In a nutshell, a public library goes in search of all such materials which link the people of the locality with its cultural past. So heritage item of the region brought in to digital form from text, image, audio and video made accessible through the network not only for the state but will be of worldwide interest for researchers and cultural and enthusiasts.

5.14 COMMUNITY INFORMATION CENTRE

The Figure 5.5 given earlier gives an outline of the way in which the service delivery system under the KSLC public library network will function.

Public from any remote area can be using their username and password allotted by the library through the internet connection from home or through the workstation made from home or through the workstation made available at his/her nearest library request for any information they require. The request can be made in their local language or language of their interest e.g. Malayalam, Tamil, Kannada, Hindi or English. The request will go to the SSDG and from there it will pass through the local language translator to KSLC Knowledge portal. Link to various sources of information maintain by state as well as country like NKN and other foreign sources open/subscribed will returned the information to the user as available as in existing format and language specified by local language translator.

5.15. NETWORK ARCHITECTURE

Network architecture will be hybrid. Connectivity through existing government networks, independent fiber optical cables, telephone lines, wireless technology etc will be used.

The KSLC systems network can be interconnected through Kerala State Wide Area Network and will be linked to National Knowledge Network and other systems.

5. 16. USING SWAN INFRASTRUCTURE BY KSLC

State Wide Area Network (SWAN) as envisioned by government is the main connecting channel between the different departments, provide a dedicated speedy channel for the efficient functioning of the e-governance applications.

SWAN infrastructure, which reaches even remote regions of the State, can be used by KSLC also to implement its public library network. The State/Union Territory Headquarters are connected to village level via the blocks through a vertical hierarchical structure with a minimum bandwidth capacity of 2 Mbps per link. Each of the State / UT can enhance the bandwidth up to 34 Mbps between State Head Quarters and District Head Quarters and up to 8 Mbps between District Head Quarters and Block Head Quarters depending upon the utilization. Steps have been initiated to integrate all SWANs using the National Knowledge Network (NKN).

SWAN is envisaged as the converged backbone network for data, voice and video communications throughout a State/UT with the following salient features:

- One PoP at each State / District / Block Headquarter
- Each PoP has Configurable Aggregation Equipment to enable vertical & horizontal connectivity
- Gateway (National Backbone) for Inter-State connectivity

KSWAN can also boost the power of public library network to connect to the information resources and canalize it to users of public library system.

As a part of the KSWAN, Govt. of Kerala has extended SWAN Network to many District Headquarters (DHQs) and Block Headquarters (BHQs). All the 14 DHQs are proposed to be connected to the nearest NOC of the State Information Infrastructure with 2 Mbps leased line connectivity from BSNL. In addition, the BHQs are to be networked to the concerned DHQs with 2 Mbps Leased Lines from BSNL. Further Local Offices will be linked to the nearest DHQ or BHQ to achieve connectivity to the KSWAN. At each DHQ and BHQ a Wireless Base Station is to be provided so as to be able to connect 60 remotes to it within a radius of 10 Kms.



Figure 5.8: Kerala State Wide Area Network

5.17. STATE DATA CENTRE

State Data Centre (SDC) facility of Government can be used by KSLC to host its Web portal and databases required for its e- governance project for public library network. State Data Centre (SDC), the core component of the e-Governance infrastructure, consolidates services, applications and infrastructure to provide efficient electronic delivery of G2G, G2C and G2B services. These services are rendered by the States through common delivery platform supported by core Connectivity Infrastructure such as State Wide Area Network (SWAN) and Common Service Centre (CSC) connectivity extended up to village level. State Data Centers provides functionalities like Central Repository of the State, Secure Data Storage, Online Delivery of Services, Citizen Information/Services Portal, State Intranet Portal, Disaster Recovery, Remote Management and Service Integration. They also provide better operation & management control and minimize overall cost of Data Management, IT Resource Management, Deployment and other costs.

State Data Centre acts as a mediator and convergence point between open unsecured public domain and sensitive government environment and enables various State departments to host their services/applications on a common infrastructure leading to ease of integration and efficient management, ensuring that computing resources and the support connectivity infrastructure (SWAN/NICNET) is adequately and optimally used.

KSLC web portal, its digital library, union catalogue and other databases can be hosted at State Data Centre.

5.18. EXECUTING THE NETWORK

Statewide Connections of KSLC public library network can be done through the KSWAN subject to the availability of KSWAN infrastructure. Remaining libraries at Taluk and Village level affiliated to KSLC can be connected through BSNL Broadband.

5.19. TECHNOLOGY: INFRASTRUCTURE

Details of the existing infrastructure were provided in section 5. 1 to 5. 4 above.

The ‘back-end ‘of the KSLC network is the system of data management used to support the ‘front-end’ services being delivered for windows and Linux. Apache HTTP server and MySQL as the underlying relational database. When installing Debian OS select MySQL as your RDBMS server. Middleware is computer software that connects software components or applications. The operating system like Linux /Windows etc. The front-end library application software will interact with the user through the web portal. Perl, java, java script, and html programmers can enhance or customized functionalities of existing library software to create new features.

5.20. DETAILED WORK PLAN

As in other organizations, the primary benefit of network under KSLC is the facilitation of information sharing. Various kinds of documents can be converted into HTML and made web-accessible. Policies, procedures, forms, annual reports, manuals, schedules, calendar of events and programs, and anything on paper can be transferred to an Intranet. Then the network will serve as a quick and reliable source and access mechanism. Library networking means a group of Libraries and information centres interconnected for some common pattern or design for information exchange and communication with a view to improve efficiency.

The KSLC and NIC can jointly form a Project Committee that will contain project executives from both NIC (Technical) and KSLC (for Library system) and also members from the Higher Education Department. KSLC can select its members to the Project Committee.

They can give suggestions and patterns for improving the project. The Vendor selection of software, hardware and Networking will be done under KSLC. Procurement of computer hardware and software can be done with the technical support of National Informatics Centre (NIC) for State, District and Taluk Library Council. The exact specification of the system will require the following information.

- Details of all Public Libraries under Government and Non-Government Organizations.
- Details of affiliate's Libraries in State, District, and Taluk wise.

For KPLNET of KSLC the hardware required for each public library unit specified below in addition to the items mentioned earlier needs to be purchased at the initial stage.

- Computer systems with Minimum configuration for libraries and KSLC
- Servers as specified earlier
- Assorted related accessories, Storage units, Peripherals
- Network Interface Cards

- Single or multi-functional printers, and Print drivers that may allow the operation as a stand-alone unit to a microcomputer,
- Wireless applications or any combination of the above
- Other items coming under communication stocks and solicitor.

The Public Library (Local Library) Network can be connected to the Taluk Library Network through the Internet. And the Taluk Library and District Libraries and State Libraries also can be connected through Internet or can be interconnected through the KSWAN subject to availability of connections at the locations.

5.21. MINIMUM CONFIGURATION FOR WORK STATIONS OF LIBRARIES

Minimum Configuration needed for an automated systems based on today's technology and price is as follows:

Monitor	15 inch or higher
Processor	Core i3 Intel Processor
Memory	2GB
Hard Disc	500GB
Operating System	Linux, Windows /Mac
Service Warranty	1-3 years
Ups	Maximum Capability- 2 KVA with three hour back up
Wireless modem	100 to 300 mbps. Frequency range 2.4 to 2.48 GHz.

Table 5.1: Minimum configuration for an automated System

6

E-GOVERNANCE

PORTAL FOR KSLC

E-GOVERNANCE PORTAL FOR KSLC

E-Governance at KSLC covering the management of the KPLNET and the services to the public offered through different levels at the service outlets at the grass root levels which are village libraries will be done through the KSLC web portal. It will be an inviting and user-friendly site which will integrate the website of the KSLC as well as the sites of DLC, TLC and the 7000 and more village libraries. The main service pages like those for Digital Library, membership, Union Catalogue, individual OPACs etc. will be uniform. But there will be provision for adding regional specialities and differences at different levels and at village libraries.

6.1 PARTICIPATIVE DEVELOPMENT

The library sites at the villages will be further developed with local participation with data on the village, images special to the village etc. By this decentralization of the portal development and content development on the region and participation of the whole population will be possible. It will be a unique enterprise in the history of the country. In the first phase of the web portal development itself it can incorporate more than 10000 similar pages if KSLC moves on a planned manner.

6.2. MODULES OF THE WEB PORTAL

The KSLC Web portal front end will have the following modules according to the functions undertaken by KSLC

6.2.1. COMMON MODULES UNDER KSLC WEB PORTAL

- Module for Affiliation, Grants, Statistics, etc.
- Services, which will be a module common to all levels like KSLC, DLC, TLC, and Village Libraries with provision for applying for membership, requesting for books /lending, Reservation etc., reference services etc.
- Union Catalogue/Individual Catalogues
- Digital Library Services
- Access to DLC, TLC and individual library systems

6.2. 2 MODULES FOR INDIVIDUAL LIBRARIES

The modules of individual libraries will have in addition to the common facilities specified above; the following facilities:

- Registration of Membership
- Services/Circulation/Reservation
- OPAC Catalogue
- Digital Library of Regional Content Developed In house

6.3. ADDITIONAL/NEW MODULES OF THIS PROJECT

There is no earlier model for an e-portal meant for public library system to base our e-portal.

There is no web portal for any Library Network covering numerous libraries in India or Kerala. So all the modules suggested have no earlier models in Kerala.

The modules suggested for Village libraries to enable them to create their own regional content is a very new idea for such a system enabling about 7000 libraries contributing content development on the region to a system that is KLC is an idea never envisaged earlier by any project.

6.4. PLAN OF THE WEB PORTAL FOR E-GOVERNANCE AT KSLC

The web portal of the KSLC will be designed as per the following plan

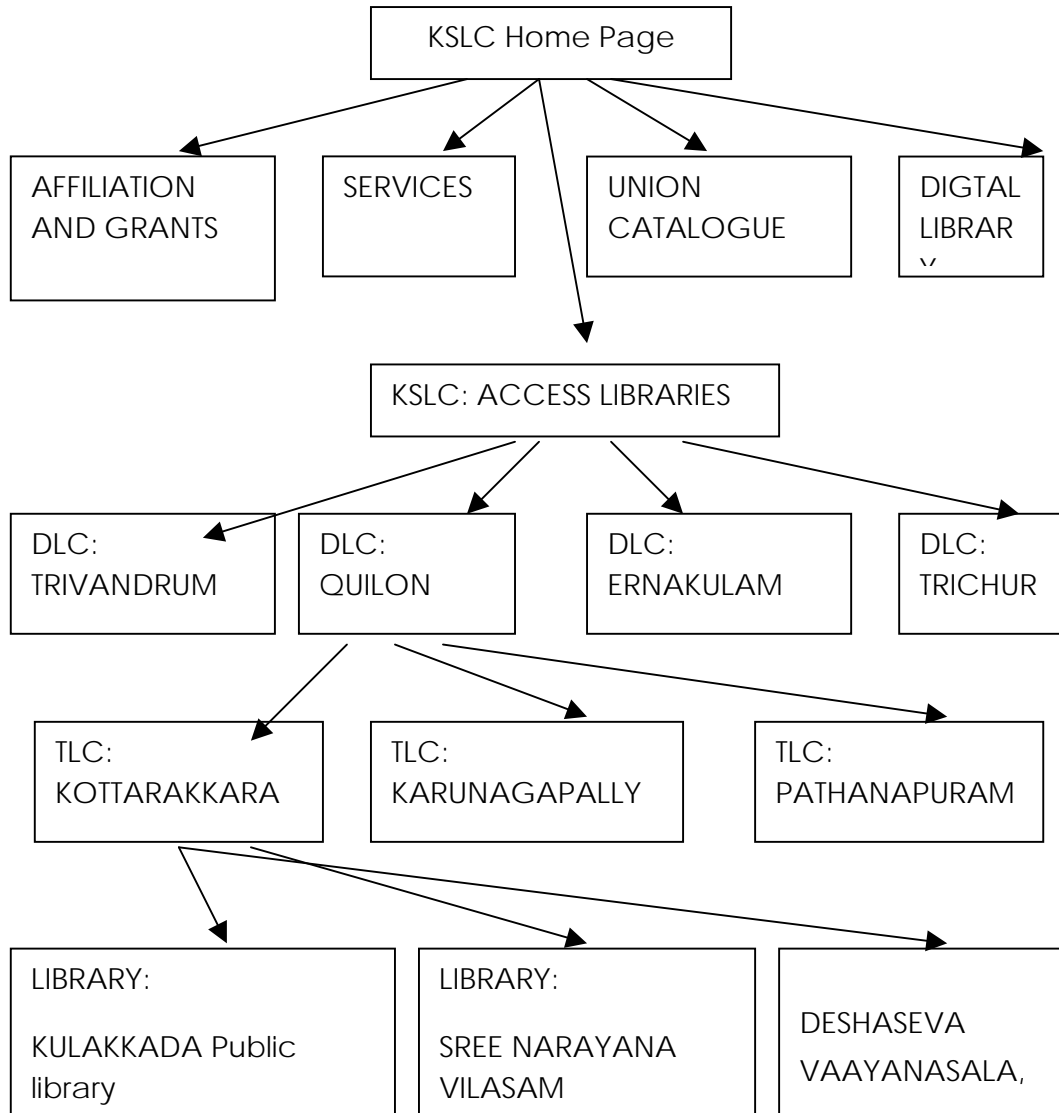


Figure 6.1: Plan of the KSLC Web Portal for e- Governance. Screen shots of the pages follow.

The web portal will be managed by KSLC, which will prescribe required standards and formats for common pages at different levels to achieve uniformity. System administrator has full access of administrative modules of the web portal. KSLC home page and other state level services will have an inviting user-friendly web pages in the

portal access to which will be common for the administrators of different levels from SLC, DLC, TLC and the Village libraries as well as library members and public. Access will be controlled for different levels and different categories. Secretary of the KSLC can access almost all the systems of the portal by using his/her username and password. District Library Council officers can access all the facilities provided to the public as well as administrative and financial modules required for functioning at their levels. But no other administrative modules for use by KSLC HQ will be accessible to them. The librarians at service outlets can also access modules of the KSLC web portal required for functioning at their level as well as service pages for each official and all that are of the systems below their level will be accessible.

Public can access the site but they won't be able to access services specifically meant for library members. But many reference material governmental orders made accessible through the web portal Digital Library Section will be freely accessible to public.

All the concerned from the president of the KSLC to a library member or a public who has not taken membership, will be accessing the system through the same portal and home page, from there they can directly go to the specific service on a specific library. (A draft design of the web portal of KSLC) is provided in the following figures

6.4.1. HOME PAGE OF KSLC WEB PORTAL

Figure 6.2: Shows home page of the KSLC web portal. In it registered users of different categories can enter using their registered username and password based on which their access will be controlled. They can also register their name for using the portal if they are an official member. The public can access services, which are open from the same portal.



Figure 6.2: Home page of the Proto type of KSLC Web Portal developed during the study which is presently live at: <http://souparnika.org/kslc/>

The home page will link to all administrative systems resources and libraries under KSLC like the following

1. Affiliation and Grants
2. Union Catalogue
3. Services
4. Digital Libraries
5. Access Libraries

6.4.2. AFFILIATION AND GRANTS



Figure 6.3: Front end of eh page in the KSLC Web Portal dealing with affiliation of libraries, grant etc.

From the web page officials and librarians can reach this section. The users can do his function subject to the access functions permitted to him with his permission with his username & password. In this section secretary of a library can submit the application for affiliation, can propose the estimates for next year's budget etc. to the TLC. TLC can pass the request received from libraries to DLC as well as do the functions at their levels. In the same way District Library can also fulfil do their functions and operations. KSLC can process and decide on affiliation and grants using the selection as well as generate various statistical reports.

6.4.3. UNION CATALOGUE

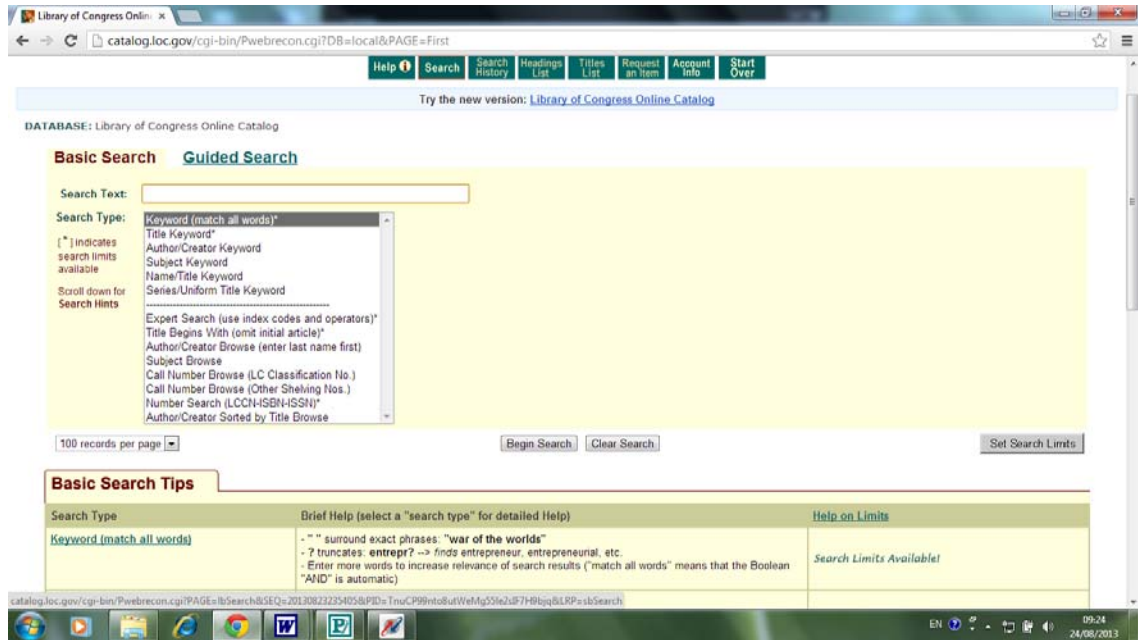


Figure 6.4: Union Catalogue. This is the model of another live system connected for demonstration to the KCLSC web portal prototype at <http://souparnika.org/kslc>.

Modules of union catalogue will be accessible as in the KSLC web pages from page at every level and from village library level or site. It will be accessible free of cost to the public.

Pooling the catalogues of all the participating libraries will generate the catalogue. The search can reveal to the user what is available? And where it is available? The records of each book will give a field which specifies a location where the book is available?

The above figure depicts a model union catalogue linked to the KSLC website for demonstration

6.4.4. SERVICES



Figure 6.5: Front end of the page in the KSLC Web Portal dealing with Customer oriented Services.

The homepage will lead to the service modules. There will be two types of services

- Services intended for members
- Services from free and open sources

Members who entered using their concerned username & password only access services limited to members.

Anyone can access the services, which are open.

6.4.5. DIGITAL LIBRARY

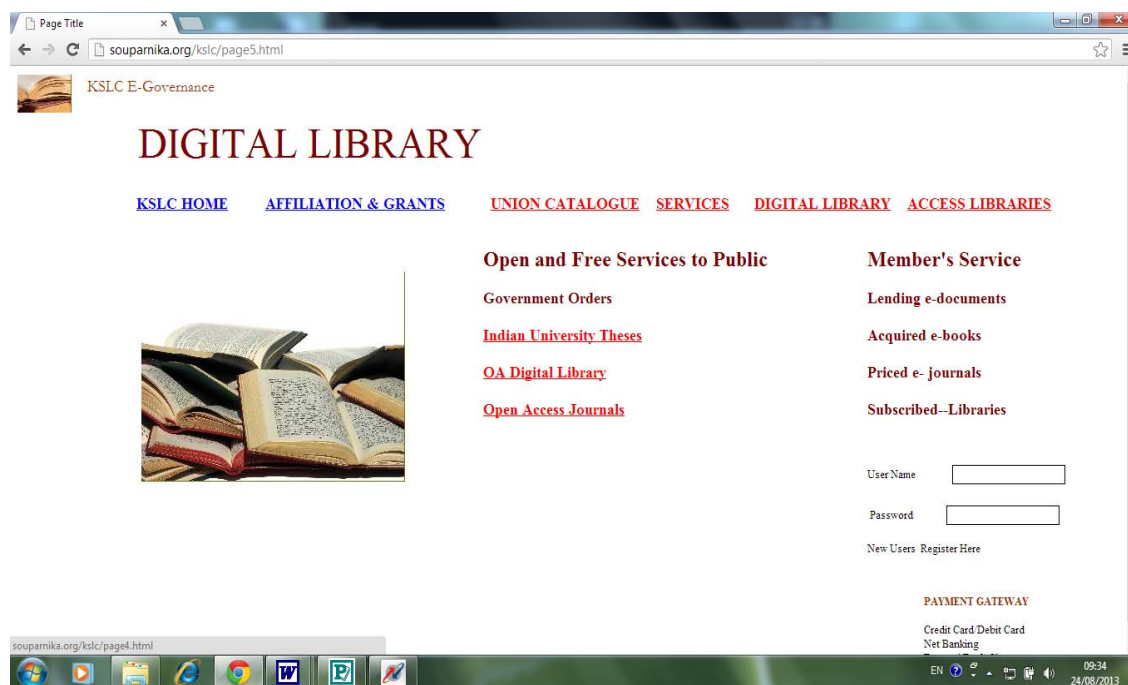


Figure 6.6: Front end of eh page in the KSLC Web Portal providing Digital Library Services. Live now at <http://souparnika.org/kslc/page5.html>.

Home page will lead to the module on digital library. The section also will consist of open resources as well as resources meant for members. Open resources will be recourses like government orders government reports, document in digital libraries maintained by state and central library's Indian and foreign etc.

Resources reserved for members will be purchased or subscribed content like e –books from ox-ford university press, journals from SAGE etc.

Each and every page of the web portal will provide access to the common modules specified above. This is only a skeleton of the proposed web portal a functional prototype has been developed and hosted at <http://souparnika.org/kslc> as part of this project.

6.4.6. ACCESS TO INDIVIDUAL LIBRARIES



Figure 6.7: Front end of the page in the KSLC Web Portal on Access Individual systems and libraries leading to systems and libraries under it. .

Home page of KSLC will leads to another module named Access Libraries. Through this section user can get a map of system at different levels.

First it will lead to the District Library Council from where user can access each and every District library Council modules and TLCs under it.

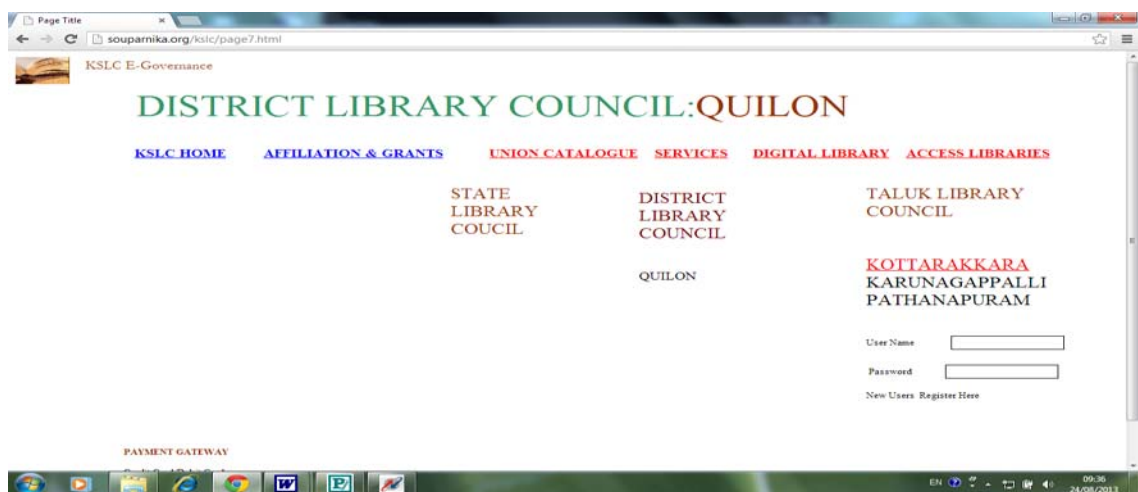


Figure 6.8: Front end of the DLC page in the KSLC Web Portal on Access Individual systems and libraries.

DLC will lead to TLC sites as depicted in the following figure.



Figure 6.9: Front end of the page in the KSLC Web Portal leading to systems and libraries under it.

TLC site will lead users to village library portals developed under each TLC as the one depicted in the following figure:

6.5. ACCESS AT GRASS ROOTS LEVEL

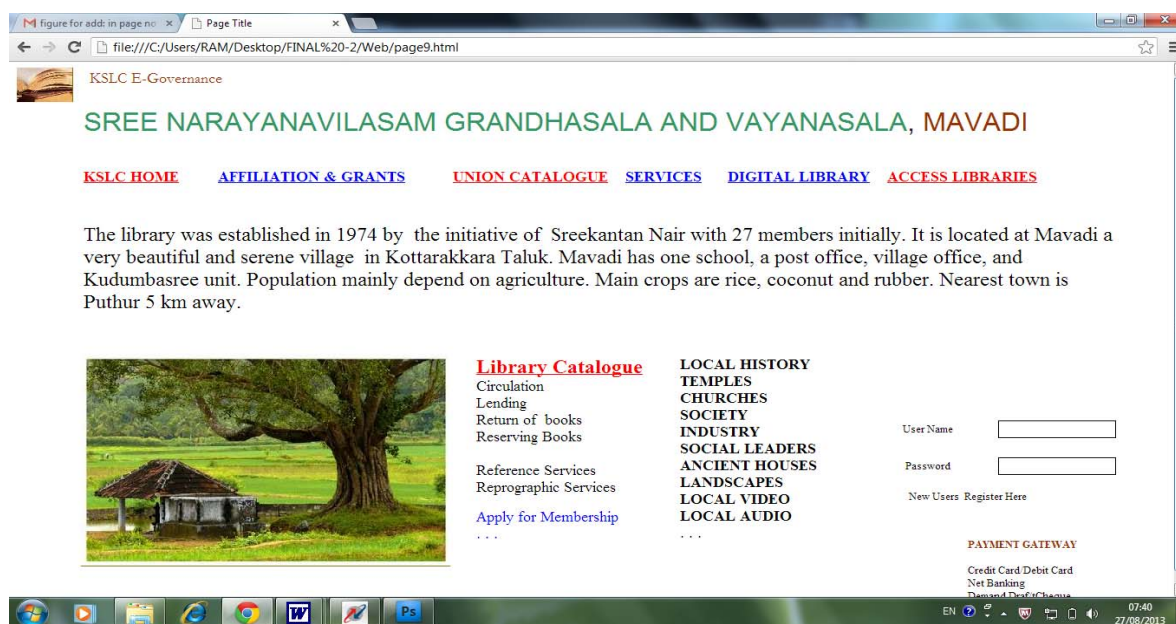
The web site of the village library which comes in the lowest level of the web portal of the KSLC will contain all the common modules for services provided by the KSLC site accessible from KSLC Home page as well as DLC and TLC home pages. Village libraries also will have their individual OPAC catalogue and service pages as per the common standard. It will also provide access to some general reference materials like encyclopaedias, dictionaries etc in regional language in electronic form prepared and provided to the libraries by KSLC. The web site of the Village library will have the following common modules.

- Union Catalogue/Individual Catalogues
- Digital Library Services of KSLC
- Registration of Membership
- Services/Circulation/Reservation
- OPAC Catalogue of the library
- Digital Library of Regional Content Developed in house
- Web pages providing information on the region

To maintain the local specialities and interest giving a standard template the village libraries will be encouraged to make their own site so that each and every site will be unique. But some part of the sites like entry to library management system looking after the house keeping operation will have a uniform design.

6.6. DEVELOPING A KNOWLEDGE BASE FOR REGIONAL STUDIES BY KPLNET

The web portal at village library, which forms the grass roots level service outlet of the KPLNET of KSLC, will be unique for each and every one of the 7000 or more participating units. The site will have its own local design like the following with images that are very close to the people of the area as in the sample site provided below hosted in the prototype web portal made as part of this project.



The main attraction will be the digital library of the region containing text, images audio and video files developed and hosted by the village library. This will be developed in house by participation of the people of the village. It will contain diaries of freedom fighters, social activists and great men from the village, their images, pictures of their houses and oral statements of people who lived with them. Then there will be history of local churches, temples, monuments, details of historical sites, local industries, trade, landscapes, places that can be developed for tourists, and thousands of things, which can never be created at any other place or by any other organization. There will be video films of local events like temple, church festivals, agricultural festivals, markets, events, etc. Pooling together this data will enable KSLC to develop a large knowledge base on the region, which no other system in India has ever attempted. This can enable the universities and other research organization to get sufficient resources for 'Regional Studies'.

6.7. TECHNICAL SPECIFICATIN OF THE PORTAL

The web portal of KSLC will contain separate login space for State, District, Taluk and other Administrative Staff and members as well as browsing provision for registered members (public). The facilities allowed to public will be available if and only if he/she is a member of anyone of the affiliated libraries. Priced e-books and e-journal will be accessible only in the libraries. The portal needs facilities like union online catalogue for searching available books will be there. Also, the integrated web based Library Management Software will be included in the portal for integration of catalogues of library and their details. In short, the Web portal will be interactive and user friendly for both people and staffs.

The back end of the web portal will contain integrated library software (Koha) and databases. The process on web portal will be regulated by KSLC.

For the KSLC web portal the web application system that can be used is a request response model. It will include web client, web server, web application software, and a relational database system for submitting and loading of data.

In the KPLNET system the major modules are: Affiliation (the registering system for library affiliation), Financing (for Budget – Income and Expenditure management), OPAC System (for controlling bibliographical work and its standards), Downloads (for downloading major forms for manual use, manuals, guides, handbooks, supplier form, library membership form, catalogue record form, recognition form for the library, application to the grant for furnishing proposal from gradation committee etc.) Software Library (for downloading free/open/licensed software, acquired software for participating libraries) Member Libraries (containing public libraries details in which, affiliated, graded libraries reports will be seen and printed by authorized staffs in KSLC), Reports (put online by two different sections administrative section and member section) In administrative section login will be restricted to KSLC staff and its authorized persons which will be used by the KSLC, DLC, TLC staff. Second in the members area the affiliated libraries can access with the member id and password. The libraries only can access the access the affiliated library page and they can fill the data corresponding to library, daily circulation and books scheduled and other library administrative details, budget details, library collection etc.

The public can access the portal for browsing data through OPAC and also use CAS /SDI services. They can read books online and view multimedia, periodicals journals etc. through the web. The old and rare collections and heritage items can be digitized and made freely accessible to the people through the portal.

The web portal will also contain a payment gateway that enable public to pay the cost of KSLC publications, tender forms, member libraries their subscription fee for the electronic journals, periodicals, books online, the administration section to transfer grant and other funds to DLC, TLC and libraries, the salaries of the staff, cost of books purchased of books etc. There will be a secure connection with the bank, merchant and user.

For developing the Web portal of the KPLNET system applications; PHP and Apache Server, My Sql database and Linux operating system. The system development is to be done under the guidance of experts. The above are only approximate specifications and are to be checked by the experts before preparing RFP.

7

CONCLUSION AND RECOMMENDATIONS

7. CONCLUSION AND RECOMMENDATIONS

The proposed KPLNET can transform the public libraries into more relevant and citizen sensitive social institutions. Presently the public libraries in the state are used mainly as just reading rooms or pass time centers and not seriously as libraries where people frequent them for quenching their intellectual curiosity and for knowledge development. Some are of course exceptions having good reference materials and also lend useful books to the public but even in those libraries the currency and the strength of collections are very much doubtful. The objective of KPLNET is therefore to help the libraries in their capacity building and enable them to strategically position these libraries among the social strata of the state of Kerala by deploying appropriate technologies, knowledge resources and the necessary infrastructure. Libraries should act, as agents of pertinent knowledge carriers and resource repositories to systematically address the intellectual, professional, social and academic needs of almost all segments and age groups of the public.

The proposed KPLNET can enable public libraries to act also as the Community Information Centers (CIC) of the region and thereby become the hub of knowledge/information as relevant to the public of the locality and the region.

The proposed KPLNET increase the availability and accessibility of resources available in different libraries in Kerala. Users of each participating library will have access to resources available in all the member libraries. Resources can be moved from one library to another manually or through modern means. This will provide an easy access to and free flow of information. Resource sharing should result in an increase in the range and depth of services offered by the member libraries.

The proposed KPLNET will diminish cost of purchasing resources in Libraries by enabling resource sharing which will help in building specialized or local collection and all participating libraries need not duplicate the procurement of similar material. This facilitates availability of larger collection and even the basic material required by the users can be obtained without much delay from other libraries.

The proposed KPLNET can promote co-operative activities like acquisition, exchange, storage, binding, training, reference and documentation services, inter-library loans, online services etc.

The proposed KPLNET improve bibliographic control in Kerala state. The union catalogue created can be accessed through a common website by using a common interface from anywhere in the world. Anyone looking for a particular document can find out its location library. An effective Inter-Library Loan agreement among participating libraries will supplement it and enable the users to get the documents at their individual location library.

The proposed KPLNET can extend service to a wider user community and to promote programme for increased use of library resources and facilities, through which we can bring back the users to libraries.

The proposed KPLNET can also enable the participative content creation on areas of local interest and specialities.

7.1. SCOPE FOR FUTURE DEVELOPMENT

The proposed system design is intended to meet the demands of the users of the public library services in the State. All the major areas are focused in details. The system design suggested is on which can provide the users a number of valuable, timely services and accurate information. The project proposal has identified the existing public library system under KSLC, assessed the requirements for networking the libraries and suggested an approximate configuration and model for implementing a public library network under KSLC. The suggested system can enable KSLC to administer the libraries under it through its web portal, automate the housekeeping operations of all public libraries coming under the network, link them and enable sharing of valuable knowledge resources held by them under the network

7.2. PROS AND CONS OF THE PROPOSED SYSTEM

The actual Pros and Cons will be identified only when the proposed system is in pilot run. But what can be assumed from the experiences in similar implemented systems are the following.

PROS OF THE PROPOSED SYSTEM

- Can improve resources utilization and service levels to users at the individual
- Provides automation facilities in acquisition, serial control,
- Cataloguing, circulation, user's services and funds accounting becomes efficient.

- Enhances resource sharing by providing individual libraries access to composite databases like union catalogues, CAS and SDI.
- Provide efficient and reliable means of resource sharing in areas such as inter library user services, document delivery services, manpower training, access to national and international databases, and communication link through publication and inter personal communication and procurement of micro documents.
- Enables establishment of referral centres to monitor and to facilitate catalogue search and maintain a central online union catalogue of books, serials, non-book materials of all the participating libraries.
- Enables implementing computerized operation and electronic services in the libraries for fast communication of information.
- Evolving standards and uniform guidelines in techniques, methods, procedures, hardware and software, services and promote their adoption in actual practice by all libraries in order to facilitate pooling, sharing and exchanging resources and facilities towards optimisation becomes possible.
- Enables coordination with other regional, national and international networks for exchange of information and documents for the use of libraries and users. To facilitate exchange of duplicate publication.
- Through this network people can interact with all Public Libraries in Kerala.
- Provides facility to register all Public Libraries under KSLC.
- All Public Libraries are networked under a single window. This window can help people to easily access of e-learning, e-reading and Online Public Access Catalogue through a Union Cataloguing System.
- Collaboration with institutions, libraries, information centres and other Organizations in India and abroad in the field relevant to the objectives of the KSLC becomes possible.
- A unique possibility is the system generating a unique knowledge base on the region covering history, society, politics, and other spheres which will be pooled by KSLC and shared through KPLNET.

CONS OF THE PROPOSED SYSTEM

- Fear of adverse impact on employment.
- Apprehension that the technology could be too expensive
- The library staff have to undergo extensive training.
- Lack of support from the management, may be owing to budget constraints
- Generation of revenue and fund /grants from Government.
- Psychological barriers and possible lack of user friendliness of this system.

7.3. RECOMMENDATION AND SUGGESTIONS

The recommendations for making the project self sustainable as well as generating otherwise not available resources and services using the system developed are provided below

7.3.1. SUSTAINABILITY PLAN

To sustain the Public Library Network the KSLC can adopt the following methods and services.

- Using of Internet in public libraries at nominal rates as Internet cafe system.
- Reprography service and the photocopy facility can be given to the public at nominal rate.
- Through social media like twitter, face book etc. more publicity to the system and services can be given.
- Priced servicing of advanced nature can be started.

To sustain the KPLN – there should be proper training at proper time for library staff and librarians and these should be conducted by KSLC with utmost sincerity. Then it will be a successful venture.

KSLC should also promote workshops on Integrated Library Management System used and the web based technologies. This could help the staff to improve their efficiency at providing services and people will get more benefit from the libraries.

KSLC can with permission of the publishers develop digital versions of reference materials and books copies of which are required in the thousands of libraries

participating in the network and make them accessible through its digital library connected to the network.

7.3.2. GENERATING NEW RESOURCES AND SERVICES

Connecting the resources worth millions of rupees at State Central Library to KPLNET, which is impossible to duplicate otherwise, is one innovative and important suggestion put forward by this project.

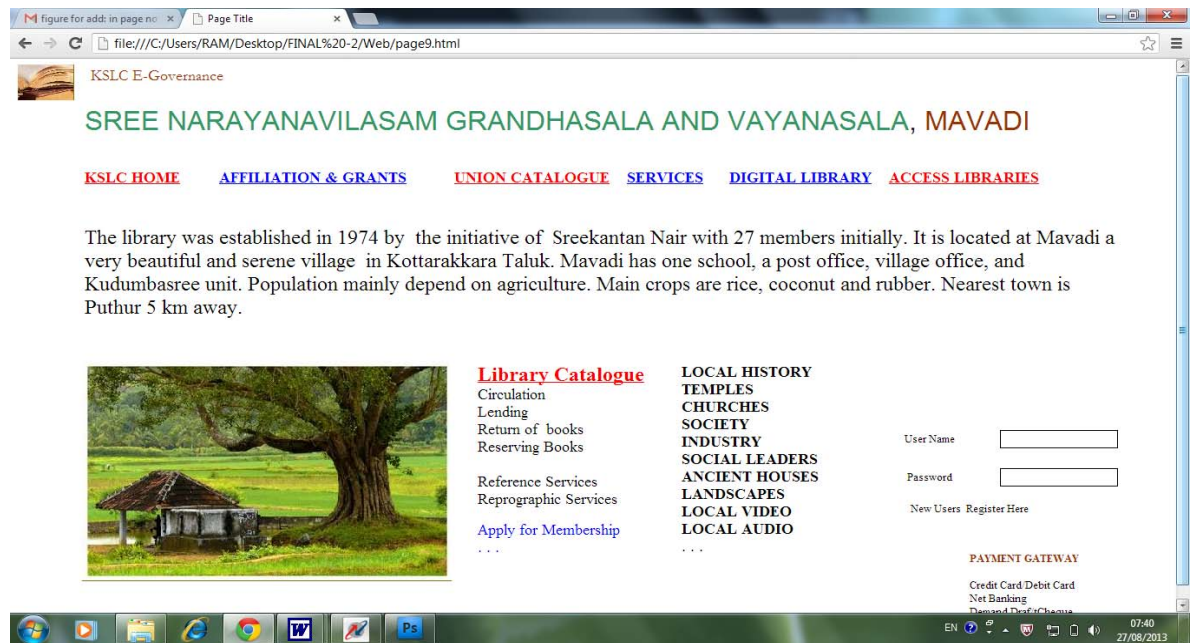


Figure: 7.1 A unique village library web portal at the grassroots level service outlet where local level knowledge creation will take part.

The project identifies the possibilities for developing knowledge resources highly specific to each and every region of the state developed locally and pooled by KSLC to achieve a unique knowledge base, which will support education, research and development. Local libraries will develop archives of local reminiscence materials, based on citizens' stories, photographs and objects from an earlier period of the village/town's history. Development of such a local history collection can dramatically change our historical research with hitherto undreamed possibilities. KSLC public library network can with local involvement can identify and collect cultural material of importance available in different regions like works of art or sculpture, paintings, documents, musical instruments etc.

Every library will develop its own digital library containing text and images available only at that region. This will be developed inhouse by participation of the people of the

village. Pooling together this data will enable KSLC to develop a large knowledge base on the region which no other system in India have ever attempted. Also design of village library websites at 7000 and more villages by participation locally and the inhouse content generation will train people to transfer content through web as well as share their experiences and unique design visions as seen in the simple design provided in the above Figure 7.1.

To maintain the local specialities and interest giving a standard template the village libraries can be encouragee to make their own site so that each and every site will be unique. But some part of the sites like entry to library management system looking after the house keeping operation will have a uniform design.

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**APPENDICES
AND ANNEXURES**

ANNEXURES

FUNCTIONING OF KSLC: PROCEDURES AND NORMS

Extracted from Kerala Public Libraries (Kerala Granthasala Sangham) Rules 1991.

Published in Kerala Gazette 15. 2.1991.

1. AFFILIATION OF LIBRARIES

Conditions for affiliation of libraries are the following

1. An application for affiliation has to be made in Form No.1 in triplicate.
2. The library has been functioning for a period of not less than one year prior to the date of application.
3. The library has a minimum of fifty members as per rules adopted by general body of library.
4. The library has a minimum of 1000 books 50% of which shall be from the approved list of KSLC, the cost of which shall not be less than 5000 rupees, at the aggregate.
5. The library situated by 2km away from an existing affiliated library
6. Provided that the SLC may with the recommendation of the Taluk library council relax this condition in accordance with the density of population in the area
7. The library has the minimum storage facilities for safe keeping of the books, periodicals and other records accommodate reading room with necessary furniture for the reading public.
8. The library has a building of its own or rented with not less than 15 square meters space.
9. The membership in the library is open to all irrespective of religion, race, caste, creed or sex.
10. Provided that special provisions may be made for women and children and members of SC/ST/OBC.
11. The library is subscribing to a minimum of 3 dailies and 6 current periodicals.
12. The library has a librarian in charge of its functions who shall be a full employee or person elected from the members as per the bye-laws of the library.

13. The library has been issuing a minimum of 2000 books annually to its members.

14. The library has bye-laws duly approved by the general body of the library and

15. The library has a name board and common seal.

a. KSLC Duties and Powers

The important duties and powers of the State Library Council are:

1. To advise the government on all matters regarding library administration.
2. To co-ordinate the works of the district library council and the Taluk library Council.
3. To supervise and direct all matters relating to library services in the State.
4. To carry on propaganda on the importance of library development in the State by providing lectures, conference etc., and
5. To conduct other activities such as imparting training to librarians, promoting distance education, adult education, and eradication of illiteracy (Kerala Public Libraries Act 1989).

KSLC organizes various programs and services such as conducting Certificate Course in Library Science, children's section, women's section, jail libraries, sanatorium libraries, juvenile home libraries, reading contest, book banks, orphanage libraries, academic study centers, rural book circulating programs, rural information centers, career guidance centers, and model village libraries.

b. Affiliated Libraries

As per the State Library Council's record, more than 7000 public libraries are affiliated to the State Library Council and they are classified into six grades from A to F based on standards formulated by the Council for the purpose of giving grants.

2. Mode of applying for affiliation and admission by the SLC

1. Every library applying for affiliation shall pay Rs.100 along with an application.
2. The application as provided in the sub-rule (1) shall be submitted to the secretary, Taluk Library Council (TLC) of the Taluk which library is situated.

3. The TLC after conducting enquiry and satisfying the conditions prescribed for giving affiliation to the library may recommend the application to the State Library Council (SLC) through District Library Council (DLC).
4. The SLC on the receipt of the application duly recommended by the TLC and DLC after due consideration may grant affiliation to the library and on such affiliation being granted the library shall be treated as an affiliated library.
5. Nothing contained in these rules shall apply to the libraries deemed to be affiliated to the SLC under Section 45 on the Act.

a. Time limit to process application for affiliation

1. An application for affiliation shall be disposed of by the respective bodies as mentioned in the Act and in the rules within the period of one month. The decision shall be communicated to the library with copy endorsed to the DLC and TLC.
2. The SLC shall issue the certificate of affiliation in Form NO II. Each library shall be assigned a code No. consisting of a common serial number and numbers and letters indicating the District and the Taluk.
3. The TLC, DLC and the SLC keep registers showing the details of all affiliated libraries coming under their jurisdiction.

b. Appeal against the decision of the Taluk Library Council

1. Any decision of the TLC rejecting the application for affiliation to a Library shall be communicated to the affected party within 7 days from the date of such decision.
2. An appeal against such decision shall be filed by the aggrieved person to the SLC through the DLC within 30 days. The SLC may pass such order on the appeal as it may deem fit after obtaining the opinion of the DLC.
3. An order passed by the SLC under sub-rule (2) shall be final.

c. Maintenance of records and registers

Every library has to maintain the following records duly approved by the SLC, namely-

1. Bye-laws
2. Admission form
3. Stock register

4. Issue register of book
5. Minutes of books
6. Subscription register
7. Receipt book
8. Cash book
9. Ledger
10. Voucher file
11. Monthly statement register
12. Act and Rules Governing the library service
13. Visitors' diary
14. Any other records as may be prescribed by SLC.

d. Bye-laws

1. Every library will have bye-laws/Rules duly approved by the SLC.
2. The by-laws/rules as mentioned in the sub-rule (1) shall in accordance with the Act and the rules.
3. In case of any existing rules/regulation or the bye-laws of the library are contrary to the provisions of the Act and rules, such rules/regulation or bye-law shall be deemed to be without force and the SLC shall have the power to direct the library concerned to amend them .The library is bound to carry out the instructions issued to it by the SLC.

e. Power to withdraw the affiliation

1. Notwithstanding any provision contained in the rules / bye-laws /regulations of an affiliated library the SLC shall be competent to take suitable steps to take over by itself the effects, assets and liabilities shall be taken over by the TLC with in the area of which the library is situated when it is found that –
2. The library has ceased to function and is not in a position to get it is received or
3. Its functioning is such that taking over of the assets etc. is absolutely necessary to protect the interests of the members.
4. Action as per sub-rule (1) shall not be finalised unless reasonable opportunity is given to the committee of the library to explain why such action shall not be finalised.

5. Responsibility of the officer or committee administering the library to deliver the property of the defunct library to the state library – The officer or committee administering the library shall on the date of taking over of the library to the SLC or the TLC as the case may be and if the person does not do so, he can be proceeded against by the SLC.

f. Gradation of libraries

1. Public libraries are graded in to six groups from A – F. The standards for grading the libraries are prescribed in FORM No.11.
2. The grade of the library shall be basically fixed on the basis of Two items
3. a)Number of books b) Number of items books issued per year
4. The grade shall be first fixed on the basis of the number of books viz., book stock. If the number of times books issued per year viz., book issue is sufficient for the particular grade that grade will be provisionally assigned to the library. But, if all the other condition except the book stock for a particular grade are satisfied by a library, condonation of 10%of the total number of books required shall be allowed, to make the library eligible for the particular grade.
5. If there is deficiency to the extent of one grade from the number fixed for issue of books of a particular grade, the classification fixed on the basis of book stock shall not be altered, provided all the remaining condition are satisfied. But the classification shall be reduced by one grade, if in addition to the above deficiency; there is any deficiency in more than one of the condition specified.
6. If the deficiency of issue of books is to the extent of more than one grade, the classification of the library fixed on the basis of books stock shall correspondingly be reduced in accordance with the deficiency of issue and the next higher grade shall be fixed for the library.
7. If there is an increase in the number of issue to an extent of two or more grades, the classification shall be raised by one grade.
8. In the case of E&F grade libraries, the classification shall be raised by one grade for the possession of newly constructed building for the first year only.
9. The classification shall further be raised by one more grade for the possession of any one or more of the following social or cultural activities in the library

- 1) Possession and use of Radio/Television set.
 - 2) Adult Education classes.
 - 3) Hindi classes with a minimum strength of 15 students.
 - 4) Arts club and Women or Children's' activities.
 - 5) Nursery school/Anganwadi.
10. Whatever be the deficiency of any library, if it satisfies the minimum conditions regarding the books stock and issue, the minimum grade F shall be given.
 11. If there is any library which does not even satisfy these minimum conditions, the library shall not be considered eligible for any annual grant.
 12. While furnishing proposals for annual grant to libraries the gradation committee shall also suggest the amount of librarians' allowance eligible for the libraries to facilitate the disbursement of annual grant and librarians' allowance together. Librarians' allowance shall not be less than that was eligible before the commencement of this Act.

Grade	Book stock	No of books issued	Papers M&E	Other Periodicals	Building
A	Above 8000	12000	5M&2E	20	Own
B	5000-8000	8000	5M&2E	15	Own
C	4000-5000	6000	5M&2E	12	Own
D	3000-4000	5000	5M&2E	10	Own
E	2000-3000	4000	5M&1E	10	Own/Rent
F	1000-2000	2000	5M	7	Own/Rent

Table -3 Grading System

1. Council checks the gradation committee report and then issue the grand. Committee report should be hidden when the permission is granted for give grand.
2. The deficiency of 10% of books in book stock required for a grade will be condoned provided such libraries satisfy all other conditions.
3. Such of those libraries which have completed the construction of their own buildings shall be given encouragement by raising them to the next higher grade

provided however that this benefit will be only for the first year after the construction of building.

4. The value of books in stock will be taken in to consideration .The majority of the books in stock in the libraries coming under A to F grade should comparatively be of better standards than those stocked in the libraries of the remaining grades. These libraries will be equipped with classics as well as reference books. The average cost of the books stocked in libraries of C to F grade should be Rs.1.50 while in the case of libraries of A to B grades should be Rs.2.50.
5. Publications received from government or from any other sources should not be considered for existing grade.
6. Libraries having Radio, TV sets, Computer, Women's or Children's activities. Adult Education Classes, Hindi classes, Art clubs, nursery school/anganawadi. Circulating system of any other social activities will be given one grade more and the next higher grade fixed.

g. Rules for the payment of annual grants to libraries

Condition for the receipt of grants to the libraries –

1. The library should be open to all members of the community irrespective of cast, creed, sex or language.
2. The administration of the library should vest in a committee elected at a general body meeting of the library.
3. There should be a minimum book stock of 1000 books.
4. Additional encouragement shall be extended to library having children's section and women's section and other social activities attached to it.
5. The accounts of the libraries should be accepted passed by the committees of the libraries.
6. No library receiving grants from SLC should stock in library books, periodicals or any other publications prohibited by government.

7. Detailed accounts of the receipts and expenditure of the library and registers and records prescribed by government or by such other authorities as may be appointed by the government for the use of the library shall be maintained and the accounts shall be opened for inspection by officers and non-officials authorised by government.
8. The minimum annual receipt of the library from monthly subscription shall not be less than Rs. 40.
9. 75% of the grant received by the library under the Act each year shall be utilized for the purchase of new books for the library. The bills for the books purchased shall be properly kept by the library for inspection by the officers and non-officials authorized for the inspection of libraries. Grants shall be given only if the previous year's grant has been utilized for purchase of books as per condition laid down. The grants shall be utilized within two months after their receipt. Separate accounts shall be maintained by the libraries for receipt and expenditure out of special grants and building grant if any sanctioned by State library council. Note. The date of receipt of grants can be excluded in calculating 2 months period under this rule.
10. The remaining 25% of the grant shall be utilized for purpose of the library approved by the committee within 6 months of date of receipt of the grant.
11. The unspent balance if any of grants shall be surrendered by the libraries after the period specified in sub rules 9 and 10.
12. Officers disbursing the grant amount shall maintain a register showing the amounts of grant disbursed to the libraries their utilization, surrender etc.
13. Officers disbursing the grant amounts shall see that libraries which are in receipt of grant under these rules are working properly.

h. Procedure for the payment of Annual Grant

1. Application for grant shall be submitted to DLC through the TLC in FORM No.5 so as to reach there on or before the end of June every year.
2. The secretary DLC shall forward proposal to the SLC every year for the constitution of library gradation committees.
3. SLC shall issue orders constituting the gradation committee every year.

4. The gradation committee shall inspect the libraries and collect all the details require for grading them.
5. The gradation committee shall grade the libraries in accordance with the standards and rules laid down by the government for the purpose and forward proposals in consolidated list to the District officer suggesting amount of grant to be each library, and the amount of librarian's allowances payable to them.
6. The proposal should reach the secretary, SLC before 15th of October every year. The recommendations of gradation committees submitted after the month of September shall not be taken into consideration during that financial year.
7. The proposals of committee shall be furnished in FORM No. 6.
8. The official members in the gradation committees shall during the inspection of the library for gradation particularly whether the grant paid for previous year has not been utilized properly and within time and furnish utilization certificate in FORM No. 7 to the secretary , SLC, simultaneously with the submission of the recommendation of the gradation committees. The fact of having sent such utilization certificate to SLC shall be indicated in the reports of the gradation committee.
9. The secretary, SLC shall scrutinise the proposals for the committees to see whether the grade fixed by them is in accordance with the standards and rules laid down by government and submit to SLC for their approval.
10. The SLC shall sanction payment for grant to libraries and librarians allowances before the 15th December as far as possible.
11. On receipt of orders sanctioning the grant, the secretary SLC allot the amount to concerned TLC. The Taluk Officer shall collect the amount to the concerned TLC s. The Taluk officer shall collect simple receipt from the libraries in the FORM No. 8 and issue draft s as laid down. The Taluk Officer shall obtain stamped receipts from the Secretaries/Presidents of the libraries and effect payment of draft/cheques drawn on the SBT at the cost of payees. With the cheque issued, a copy of sanction authorizing the grant should be enclosed and it should be incumbent on the Treasury Officer to ensure that any cheque issued by the Taluk Officer is honoured on with reference to sanction by the SLC.

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

RECOGNITION

Application for recognition as an affiliated library

1. Name and full address of the library
(Post Office Pincode Number should be specified) :

2.	Ward	Village	Panchayath	Block	Taluk	District
----	------	---------	------------	-------	-------	----------

3. Date of establishment :

4. Management :

5. Whether the library possesses own land and building or rented building not less than 15Sq m space :

6. Equipment's (item wise) face value :

7. Number of books (Language wise) face value :

8. Number of members and average monthly subscription :

9. Timing of library :

10. Number of price of newly purchased books :

11. Average number of daily library users :

12. Issue of books during the previous months [Annual issue of books(monthly wise)] :

13. Details of grant if any received from Government, N.E.S. Block, Panchayath and Municipality :

14. Publication receiving :

15. Details of social educational activities like classes, study classes etc. :

16. Total income and expenditure of previous year :

year

17. Names of two neighbouring libraries and the distance between them :
18. Receipt number and date of entrance fee paid in the State Library Council :
19. An amount of Rs.100 remitted towards entrance fee in the State Library Council :
20. Whether the library has satisfied the condition laid down in rule 4(d) :
21. No of members of library :

Here by assure that the library should function as per the decision and suggestions of the District Library Council, State Library Council and Taluk Library Council.

Date of meeting which resolution regarding membership paid.

Date (seal)
Secretary

Name and Signature of

President

Name and Signature of

KERALA PUBLIC LIBRARY NETWORK (KPLNET)**APPLICATION FOR GRANT TO LIBRARY****Application for grant to Library for the year 20....**

1. Name and Address of the Library :
2. VillageKara.....panchayatTaluk N.E.S.
Block..... Education District.....Revenue
District.....
3. Date of establishment :
4. Member Number :
5. Management :
6. Whether land and building owned :
7. Cost of building and area of land :
8. Number of books (item wise) :
9. Their total cost :
- 10 Price and no of books purchased during the :
previous year
- 11 Name of publications :
 - Dailies :
 - Weekly :
 - Magazine :
- 12 Number of existing members : Male Female
- 13 Members joined during the previous :
financial year
- 14 Accessories (item wise) :
- 15 Their cost :
- 16 Working time of the library :

- 17 Whether the women corner is working? :
- Whether the children's corner available? :
- 18 Other social activities :
- 19 Radio available? :
- 20 Book issued per month during the previous financial year :
- 21 Average number of daily readers :
- 22 Amount of grant received and date of encashment of bills during the 2 financial years :
- 23 Date of books purchased by grant, no of books, cost of books deducting discount. :
- 24 From which number tom which number included in the book stock. :
- 25 Details of Aid received from panchayat , Municipality, N.E.S. Block etc. :
- 26 The date of the last examination of account, records and stock. :
- 27 Income and expenditure for the previous financial year. :

KERALA PUBLIC LIBRARY NETWORK (KPLNET)**GRADATION**

Form for furnishing proposals by the gradation committees

1. Serial number :
2. Register number :
3. Correct name and address of the library :
4. Stock of books :
5. Total costs of books :
6. Number of Dailies 'Malayalam and English' and other regional languages :
7. Number of periodicals :
8. Annual issue of books :
9. Expenditure :
 - a. on books and periodicals :
 - b. on salary :
10. Annual income :
11. Amount of previous years grant :
12. Date of disbursement of grant :
13. Amount utilized for purchase of books from annual grant :
14. Date or dates of such utilization :
15. Details of utilization of the balance amount of grant :
16. Unspent amount of grant , if any :
17. Building own or rented :
18. If own, date of completion of construction of building :
19. Social activities(details to be furnished) :
20. Name of treasury/state bank of Travancore for encashment :
21. Grade proposed :
22. Remarks :

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

CATALOGUE RECORD

1. Author (English)	:
---------------------	---

2. Author (concerned language)	:
--------------------------------	---

3. Title (English)	:
--------------------	---

4. Title (concerned language)	:
-------------------------------	---

5. Editor ,Translator, Compiler etc.	:
--------------------------------------	---

6. Publisher	:
--------------	---

7. Place of publication	:
-------------------------	---

8. Year of publication	:
------------------------	---

9. Pages	:
----------	---

10. Keywords	:
--------------	---

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

MEMBER DATA

1. Name :

2. Address :

3. Age :

4. Sex :

5. Education :

6. Occupation :

7. Official address :

8. Telephone :

9. Email :

10. Introduced by :

Date

Signature

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

SUPPLIER /VENDOR

1. Name of the publisher :
2. Place :
3. Address :
4. Telephone :
5. Email :
6. Publishers represented :

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

LIST OF FORMS AND REGISTERS

Form No 48 Affiliation Register (See Rule 243)

1. Serial Number :
2. Register Number :
3. Name and Address of the Library :
4. Taluk :
5. District :
6. Nature of Ownership :
7. Application Date :
8. Date of Approval of the executive committee :
9. Reasons for removal :
10. Date of removal :
11. Remarks :

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

From No 49 Librarian's Register (See Rule 243)

1. Serial Number :
2. Register Number :
3. Name and Address of the library :
4. Taluk-District :
5. Name and Address of the librarian :

6. Date of Appointment :
7. Duration of the Appointment :
8. Qualifications :
 - a. General :
 - b. Technical :

9. Date of birth of Librarian :
10. Reasons for removal :
11. Date of removal :
12. Remarks :

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

LIBRARY STATISTICS

Form No 50 (see Rule 12)

1. Name of the library :
2. Full Address(with Pincode) :
3. Register Number :
4. Panchayat Block Taluk District
5. Total Number of books as on 31-03-2013 :
6. Total Number of books issue from 01-04-2013.....to31-04-2013 :
7. Details of periodical subscribed
 - a. Dailies :
 - b. Weeklies :
 - c. Monthlies :
 - d. Others :
8. Total amount spent for the purchase of books and periodicals during the last financial year :
9. Total Amount of subscription fee received during the last financial year :
10. Number of General body meetings held during the last financial year :
11. Details of Annual grant

Date and	Date and	Date and	Date and	Date and
Amount of	Amount of	Number of	Amount	Amount of
Receipt of	purchase of	decision	of25%	disbursement
grant	books (75%)		Expenditure	of librarians
				allowance
12. Date of formation of the existing committee :
13. Management of the Library
 - a. Whether on elected body from among the members
 - b. Whether a Trust
 - c. Whether a local body
 - d. Or any others(specify the management)

I
 Secretary
 Library
 hereby certify that the particulars given above are true and correct.

Place
 Date
 (Seal)

Signature of the Secretary
 Name and Address

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

Form No51 Annual Report of the State Library Council (See Rule 133(1))

- a. Grants from State / Central Government
- b. Contribution/ gifts made to the State Library Council
- c. Provident Fund ,Superannuation Fund etc.
- d. Library Cess Collected
- e. Other Receipts
- f. Expenditure
- g.
 - a. Recurring
 - b. Non-recurring

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

Form No 52 Annual Report of District Library Council/Taluk Library Council

(See Rule 113(2))

- a. Grants received from the State Library Council
- b. Contribution /gift made to the District Library Council/Taluk Library Council

- c. Provident Fund, Superannuation Fund etc.
- d. Library Cess collected

- e. Other Receipts

- f. Expenditure

- g. a. Recurring b. Non-recurring

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

TABLE 4.1: RESOURCES AND USERS IN SAMPLE LIBRARIES

	Name	Place	Books	Periodicals	e-Books	Live Members
1	Deshasevini, Grandha sala	Chenthoor	21347	5	0	58
2	Karshakasahayi Grandha sala	Mukkola,Pariyaram	14576	3	0	42
3	Karakulam Panchayat Library	Karakulam	9876	3	0	30
4	K.P Smaraka Library	Enikkara	11475	3	0	36
5	Nedumangadu Municipal Library	Nedumangadu	25621	8	0	125
6	United Library	Eranchiyam	24360	8	0	108
7	E.K Nayanar Memorial Grandha sala	Puravathur	5012	3	0	45
8	Public Library	Aruviyoor ,Maruthoor	4920	3	0	42
9	A.K.G Memorial Grandha sala	Kizhakke Mukkola	19687	5	0	100
10	District Library Kozhikode	Kozhikode	44322	12	27	1100
11	VijyanaPradayini Vayanasala	Kokkadu, Pathanapuram	3054	7	0	58
12	Kuzhikkalidavaka Public Library	Pangodu , puthoor	5246	8	0	102
13	Desaseva Grandha sala	Erathukulakkada	4273	5	0	46
14	Janaseva Grandha sala	Elangamangalam, Adoor	3589	2	0	25
15	Kulakkada Public Library	Kulakkada	6542	5	0	50
16	Sree Narayana Vilasam Grandhasala and Vayanasala	Mavadi	9540	6	0	125
17	Paaran pothujana vayanasala	kodiyeri	12114	5	0	110
18	Sporting Arena Library	Thalasseri	30695	10	0	280
19	Rajan memorial Children's Library	Thalasseri	5504	5	0	69
20	Maulana Abdul Kalam Azad	Thalasseri	4079	4	0	53
21	Sporting Youth Library	Thiruvenganam	27345	5	0	202
22	Readers Centre	Vayalakkam,Kannur	11450	5	0	153
23	Jolly Library	Kathiruva ,Thalasseri	7624	4	0	67
24	Desiya Vayanasala	Kodiyeri	8000	14	0	120
25	Navajeevan Vayanasala	Chirakkunni, Dharmadam	12984	7	0	170
26	AP Ramakrishnan Smaraka Public Lib & RS,	Attuvasseri	4154	5	0	57
27	V P Thampi Smarak Granthasals,	Kudappnakunnu	7543	17	0	478
28	District Library,	Quilon	27431	23	2	400
29	Bapuji Swamrak Granthsaala	Peroorkada	7452	17	0	430
30	GSSS Library	NCC Road	10756	10	1	112
	TOTAL		369224	212	30	3694

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

Table- 4.2: ICT RESOURCES IN SAMPLE LIBRARIES

	Name	Place	Building	staf fs	Comput er	Intern et	Telepho ne
1	Deshasevini, Grandha sala	Chenthoor	Own	1	0	0	1
2	Karshakasahayi Grandha sala	Mukkola,Pariyaram	Own	1	0	0	1
3	Karakulam Panchayat Library	Karakulam	Own	1	1	0	1
4	K.P Smaraka Library	Enikkara	Own	1	1	0	1
5	Nedumangadu Municipal Library	Nedumangadu	Own	2	1	1	1
6	United Library	Eranchiyam	Own	1	0	0	1
7	E.K Nayanar Memorial Grandha sala	Puravathur	Own	1	0	0	1
8	Public Library	Aruviyoor ,Maruthoor	Own	1	0	0	1
9	A.K.G Memorial Grandha sala	Kizhakke Mukkola	Own	1	0	0	1
10	District Library Kozhikode	Kozhikode	Own	4	2	1	1
11	VijyanaPradayini Vayanasala	Kokkadu, Pathanapuram	Own	1	0	0	1
12	Kuzhikkalidavaka Public Library	Pangodu , puthoor	Own	1	0	0	1
13	Desaseva Grandha sala	Erathukulakkada	Own	1	0	0	1
14	Janaseva Grandha sala	Elangamangalam,Adoor	Own	1	0	0	1
15	Kulakkada Public Library	Kulakkada	Own	1	0	0	1
16	Sree Narayana Vilasam Grandhasala and Vayanasala	Mavadi	Own	1	0	0	1
17	Paaran pothujana vayanasala	kodiyeri	Own	1	0	0	1
18	Sporting Arena Library	Thalasseri	Own	1	0	0	1
19	Rajan memorial Children's Library	Thalasseri	Own	1	0	0	1
20	Maulana Abdul Kalam Azad	Thalasseri	Own	1	0	0	1
21	Sporting Youth Library	Thiruvenganam	Own	1	1	0	1
22	Readers Centre	Vayalakam,Kannur	Own	1	1	0	1
23	Jolly Library	Kathiruva ,Thalasseri	Own	1	0	0	1
24	Desiya Vayanasala	Kodiyeri	Own	1	0	0	1
25	Navajeevan Vayanasala	Chirakkunni, Dharmadam	Own	1	1	0	1
26	AP Ramakrishnan Smaraka Public Lib & RS,	Attuvasseri	Own	1	1	0	1
27	V P Thampi Smarak Granthasals,	Kudappnakunnu	Own	1	1	1	1
28	District Library,	Quilon	Own	7	4	1	1
29	Bapuji Swamrak Granthsaala	Peroorkada	Own	1	1	1	1
30	GSSS Library	NCC Road	Own	1	1	1	1
Total				40	16	6	30

KERALA PUBLIC LIBRARY NETWORK (KPLNET)

DATA FROM VISITED LIBRARIES

Questionnaire -I		
No	Questions?	Answers.
1	Name of the Library?	
2	Number of books available?	
3	Number of Periodicals available?	
4	Is there any e-Book or audio-video documents?	
5	Number of users?	
6	Is there a qualified Librarian?	
7	Is there is any arrangement between other libraries to get books?	
8	Is there any link between State Central Library?	
9	Number of computers available?	
10	Is there is an internet connection?	
11	Is there a telephone connection?	
12	Any additional information of the libraries?	
13	Is the Library Automated	
14	Are the books Classified and catalogued	
15	The Sections of the Library	
16	Approximate No of Students, Teaches, Farmers etc among members	
17	The System used of Lending books	
18	Literary Activites Underataken	

KERALA PUBLIC LIBRAR NETWORK (KPLNET)
INTERVIEW SCHEDULE- FOR EXPERTS CHOSEN

Questionnaire- II		
No	Questions?	Answers.
1	Name of the Expert?	
2	Institution where working?	
3	Experiences?	
4	Software familiar with?	
5	Software used in the present library?	
6	Is there a change from last used software?	
7	Is there is any competitive benefit of the present software?	
8	Cost of the product or clearly mentioned the software is open source or free software?	
9	Implementation cost if available?	
10	Is there any cost of change over?	
11	Availability of training?	
12	Availability of maintenance and support?	
13	What type of software you suggest to implement in a library?	
14	Opinion about the suggested software compare to last used one?	
15	Cost of Processing a Book which includes Classification, cataloguing and data entry	
16	Any additional information?	

KERALA PUBLIC LIBRAR NETWORK (KPLNET)

INTERVIEW SCHEDULE- MAJOR SYSTEMS CHOSEN

Questionnaire- II		
No	Questions?	Answers.
1	Name of the Organization	
2	Number of Libraries affiliated	
3	Details of Legislation under which functioning	
4	Administrative set up	
5	Number of staff	
6	Is there a qualified professional?	
7	Is there is any arrangement for resource sharing	
8	Is there any link between State Central Library?	
9	Number of computers available?	
10	Is there is an internet connection?	
11	Is there a telephone connection?	
12	Is the administrative procedures automated	
13	Is there an electronic payment system	
14	Other Aspects	