DR. SAU. KAMALTAI GAWAI INSTITUTE OF ENGINEERING & TECHNOLOGY, DARAPUR
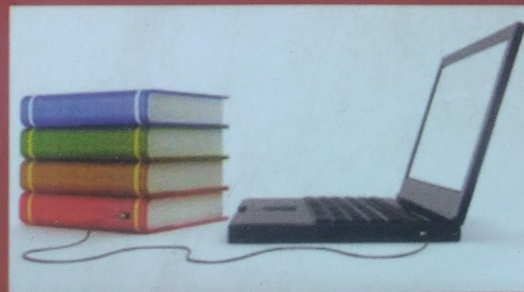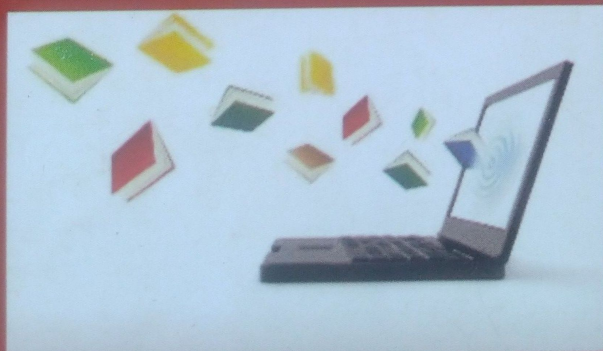
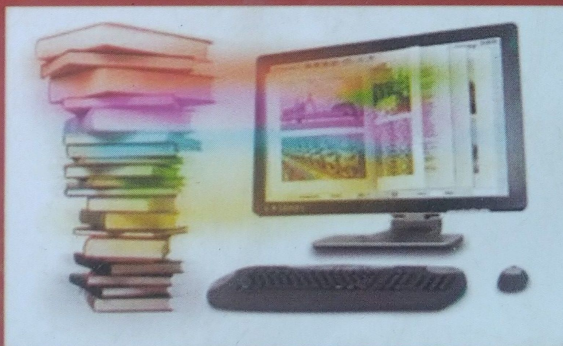**National Conference in 'Library & Information Science'**

In Collaboration with

Library and Information Science Study Circle, Amravati

'Libraries from Palm Leaf to Paperless'

13th October 2012

Souvenir

Organized by

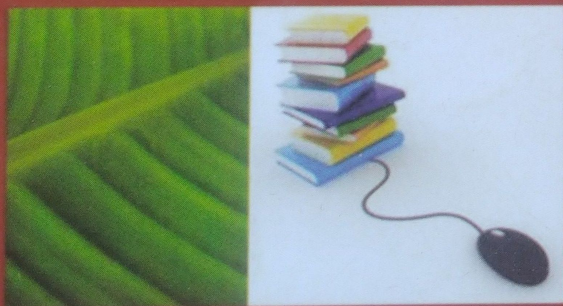Dr. Sau. Kamaltai Gawai Institute of Engineering & Technology, Darapur, Ta –Darvapur, Dist –Amravati, Maharashtra

Libraries –From Palm Leaf to Paperless

Library from PL2p

Digitization of Library Material

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The present paper will provide an overview of the digitization of library material, explore the advantage and disadvantage of digitization and discuss some of the issues involved in selecting and developing for digitization of library collection.

Key word: Digitization, Digital Library

Digitization is an electronic process of converting information from a print format to a digital format. Digitization of documents has another dimension than uploading on to a web site. It is many time a method for preserving a document from destruction. Many old copies of document with a library may be very brittle and crumbling .digitization is one way of presenting the presentation document for a provision that would enable libraries to digitize their stock for the purpose of purely for archival purpose as an insurance against loss of the physical material which is worth considering sure a provision however cannot be an open one. It will have to be provide with enough safeguard against misuse. for converting an analog image into its corresponding numerical value scanner have needed. There are numbers of scanners available like flat-bed scanner, hand scanner etc. The scanner type is depends upon the size of the documents needed to be scannerd. When a document is placed on the scanner the image of the material is taken into the computer . To transform the scanned image into text format optical character recognition (OMR) technology is needed OMR technology which converts image character into machine language. The task of the system is to assign the respective ASCII value of the character.

Why digitization?

In digitization process, libraries are identifying the material within their collections and converting these uncommon and manuscript material to a digital format that may then be accused via the internet or intranet.

While digitization has several benefit, arguably, the benefit most valued by the end users is the ability to search the full text of the document to locate of a library to provide multiple simultaneous users with remote access to a digital document twenty four hour a day seven days in a week via the internet is another advantage of digital format over traditional paper format.

Flexibility is one of the chief assets of digital information and It is easy to edit to reform and to commit to print in a variety of reformat and to commit to print in a variety of iteration without the effort required to produce hard copy form a typewriter.

Advantages of digitization

\# Access many libraries now possible to use

\# sharing information resources and linking them

\# Timeless easily to keep current

\# searching browsing use of computer power

\# Information resources new forms possible

\# cost,may save efforts & many.

Difficulties no to be digitize of library material

Selecting collection of material to digitize should be based on a clear understanding of the users need and of what digitize material can do that analog material.

→ Collection that are rarely used or in low demand should be selected for digitize conversion as the costs in time, resources, and many cannot be justified.

→ Digitization does not replace collection management surrogates original analog item even when trying to save shelf space. Institution decided to access to brittle newspaper, it should first obtain microfilm copies to serve its patrons.

→ Some key issues that most institution agree upon are :—

→ Does your institution have a legal right to digitized items and make them available online?

→ Does the material or collection have institution value to make it highly used by the target audience?

→ Is there used value by increasing extended access to the collection?

→ Is the material unique?

→ Is there necessary support by the parent organization and technological infrastructure to make the project possible?

→ If the answer are "No" the digitization of library materials is not possible and if the answer is "YES' then and only then digitization of library materials take place for sake of their users..

Limitation for digitization of library material:-

Some items required more involved and expensive repair, or are so fragile that they cannot be easily stabilize. For these items digitization specialist must discuss treatment option with the current of the collection some of materials that may be excluded from digitization are:-

→ Paper that is acidic, fragile, brittle, torn, missing pieces, sticky or stuck to something.

→ · Paper documents with three-dimensional objects (e.g., medals, seals, ribbons) attached.

→ · Paper with iron gall ink that has eaten into the page.

→ · Loose, flaking or friable media such as crayon, charcoal, chalk, or soft pencil.

→ · Books with severe leather deterioration (i.e., red rot) or missing pages.

→ · Letter copy books with very thin and acidic paper, such as carbon copy correspondence and some tracing paper drawings and plans.

→ · Photographs that are separating from the mount or support.

→ · Photographs that are curled bent, creased, folded, wrinkled, cockled or cracked.

→ · Photographs and their mounts which are acidic, fragile, brittle, torn, missing pieces, sticky or stuck to one another.

→ · Deteriorated cellulose nitrate or acetate film negatives and positives.

→ · Scrolls or other non-traditional textual or image formats.

→ · Irregular power supply usually experienced in India atmosphere may disturb the work.

→ · Technical problem arises in the system.

→ · Day by day viruses are increasing continuously that attack on the system. In this situation the information may be lost.

→ · Unqualified or less knowledgeable staff for doing work.

Infrastructure of digitization of library material

Man power : The significant human labour required for editing, inspecting, correcting and tagging digital object inhibit

Hardware:-

Personnel computer:-

Pentium and diskless terminals scanner, printer LaserJet, Telecommunication line, modem, CD-Net, back up devices , digital audio tapes and removable hard disk, Lips,etc. routers, internet connectivity will have and added advantages.

<u>LAN configuration:-</u>

A separate server for a library is preferable. But high end terminal attached to main server of the parent body can also be used. Depending on one's own requirement the server configuration can be selected from Novell server, Linux server, window server, NT server etc.

★ <u>Software:-</u>

Any one software will not be serving all the purpose of a library. Therefore we need to have bunch of software for performing differnat activities. Following is the list of software that is generally used. An organization can selected the software from the list of depending on their requirement and budget.

1)   Operating software: - Window 95, Unix Dos, Window NT, EP.
2)   Automation Software: - LibBoys, Techlib, plus, Tablib, Sanjay, etc.
3)   Word processing: - MS-Word, Word perfect, Word star.
4)   DBMS :- FoxPro dBase
5)   Scanner software: - odyssey, ominipages provista scan etc.
6)   Internet tools: - Netscape Navigator, Mozilla, Internet explorer, HTML, JAVA etc.
7)   Programming Language:- C, C++, HTML, JAVA etc.
8)   Protecting Security/ Security software: - Firewall, Net-Protector. Etc.

★ <u>Conclusion:-</u>

As we discuss above the present stations of libraries are digitize its material to serve its users by using electronic resources. But in this process copyright issues is also one of the major hurdles of the activity they also needs to be tacked affectivity. Some of remedies that is infrastructure, manpower, finance, loss of lot of time to convert print into digitize on the other hand digitize material used by the patron via Internet and Intranet. Library Portal etc. lifelong storage of rare & scare material by library.

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