

## **LESSON 2**

### **ORGANIZATION OF LIBRARY RESOURCES**

A library is a collection of sources, resources, and services, and the structure in which it is housed. A library is a collection of useful materials for common use. However, with the sets and collection of media and other books for storing information, many libraries are now also repositories and access points for maps, prints, or other documents and various storage media such as microform, audio tapes, CDs, cassettes, videotapes, DVDs, and video games.

Modern libraries are increasingly being redefined as places to get unrestricted access to information in many formats and from many sources. They are understood as extending beyond the physical walls of a building, by including material accessible by electronic means, and by providing the assistance of librarians in navigating and analyzing tremendous amounts of information with a variety of digital tools. (Wikipedia, 2010)

Libraries also provide facilities to access subscription databases and the Internet. Academic libraries differ from each other in many respects but they all have the same basic function, which is to aid the parent institution in carrying out its objectives in the areas of teaching, research and community development. The library contributes to the realization of these objectives and supports the total programme by acquiring and making available the books, materials, services that are needed.

### **LIBRARY COLLECTIONS**

In order to make these resources more easily accessible and retrievable, library resources are organized into various collection using online catalogs. Online cataloging has greatly enhanced the usability of catalogs, thanks to the Machine Readable cataloging-MARC standard in the 1960s. MARC was originally used to automate the creation of physical catalog cards; now the MARC computer files are accessed directly in the search process. OPACs have enhanced usability over traditional cards formats.

### **LIBRARY CATALOGUE**

The university library information resources are classified and shelved using the Library of Congress classification scheme. The resources are catalogued using the internationally recognized conventions such as Anglo America Cataloguing Rules. The processed bibliographic data is presented in two formats, printed catalogue cards and automated on line Public Access Catalogue (OPAC).

The catalogue is available for concurrent use by several users of the library. The catalogue cards are stored in a catalogue cabinet with dimensions and structure that allow quick and easy access by most users. The cabinet drawers are conspicuously labeled in alphabetical order. To enable a person to find a book of which either through: the author, the title, the subject. Secondly, to show what the library has: by a given author, on a given subject and in a given kind of literature.

### **ONLINE PUBLIC ACCESS CATALOGUE**

The automated catalogue is through computers for easy access and retrieval of information in the library. The computers access points are situated next to the catalogue cabinets to provide users

with options of using either formats to access the library collection. The Online Public Access is available in the campus wide information network.

The content of library information resources are made accessible through indexes in printed or computer based formats. The university library catalogue allows for appropriate editing to keep abreast with modern technology, contemporary practices and changing international information.

### **HOW TO ACCESS INFORMATION FROM CATALOGUE**

1. Author catalogue: sorted alphabetically to the authors' or editors' names of the entries.
2. Title catalog: sorted alphabetically according to the title of the entries.
3. Dictionary catalog: a catalog in which all entries (author, title, subject, series) are interfiled in a single alphabetical order.

### **Reference**

Library catalog. (2010). Retrieved from [www.wikipedia](http://www.wikipedia) on 26<sup>th</sup> July, 2010.

### **LIBRARY E-RESOURCES AND DATABASES**

The university library has lots of e-resources and databases for the use of academic staff and both under and postgraduate students. These resources are e-journals, e-books, databases and internet connectivity. The university library also subscribes to lots of websites which is available to users at the library. These resources can be accessed at the serials section and e-library of the university library.

1. Databases are arranged and stored in formats that permit efficient searches. There are many types of databases- including databases for looking up numerical information, such as statistics, and bibliographies and holding information on books and periodicals, and databases that allow the user to search and use academic papers and article from journals and newspapers, encyclopedias, dictionaries, and case law digest. Some databases come on CD-ROMs or DVD-ROMs to be used with a single computer, although today online databases available over the internet are widely used.
2. E-journals are digital versions of articles from journals that allow you to read the full text on the internet. The advantages of online e-journals are as follows:
  - \*Academic papers can be accessed on the web before publication of the printed edition.
  - \*It is easier to find individual academic papers online than in printed edition.
  - \*e-journals are accessible anytime from campus terminals and laboratory terminals and outside the campus.
2. E-books are digital versions of books that allow you to read the full text on the internet. At the same time, you can download the e-books free. Old literary, scientific work, encyclopedias, and dictionaries are available as e-books.
4. Internet based service: Internet contains the biggest resources of information in the entire world; secondly, it enables users to obtain an interactive mechanism to instantly communicate with each other. Once connected to the internet, everyone can enjoy the unparallel richness of global information resources including textual, audio, graphic

information. The internet information resources are constantly expanding at a great speed-one can only make a rough estimate. The types of information on the internet are also wide ranging, from scientific research, education, public policy, legal regulations to commerce, arts and entertainment.

## **E-RESOURCES COLLECTION OF UNIVERSITY LIBRARY**

1. HEALTH INTERNATIONAL NETWORK ACCESS TO RESEARCH INITIATIVES (HINARI)  
URL: [www.who.int/hinari](http://www.who.int/hinari)  
User ID: NIG062  
Password: 42592
2. EBSCOHOST  
URL: <http://search.ebscohost.com>  
User ID: ns083634  
Password: password
3. ACCESS TO GLOBAL ONLINE RESEARCH IN AGRICULTURE (AGORA)  
URL: <http://www.aginternetwork.org/>  
Username: ag-nga005  
Password: d9UT2o09
4. JOINT SYSTEM TO ORDER RESOURCES (JSTOR)  
URL: [www.jstor.org](http://www.jstor.org)
5. Emerald Journals  
URL: <http://www.emeraldinsight.com>  
Username: NigUnaab  
Password: library
6. Popline Journals  
URL: [www.popline.org](http://www.popline.org)
7. AFRICAN JOURNAL ONLINE (AJOL)  
URL: <http://ajol.info/>
8. BIOLINE INTERNATIONAL  
URL: <http://www.bioline.org.br/journals>
9. DIRECTORY OF OPEN ACCESS JOURNALS (DOAJ)  
URL: <http://www.doaj.org/>
10. MICROBS.INFO  
URL: <http://www.microbes.info/>
11. THE ESSENTIAL ELECTRONIC AGRICULTURAL LIBRARY (TEEAL)
12. E-GRANARY DIGITAL LIBRARY
13. NATIONAL VIRTUAL LIBRARY OF NIGERIA  
URL: [www.nigerianvirtuallibrary.com](http://www.nigerianvirtuallibrary.com)

Username: UNAAB  
Password: Abeokuta

14. BioOne

URL: [www.bioone.org](http://www.bioone.org) , <http://www.bioone.org>.

Email: [bamigboye66@yahoo.com](mailto:bamigboye66@yahoo.com)

Password: password

Areas of coverage: All disciplines

15. Intute

URL: [www.intute.com](http://www.intute.com)

Areas of coverage: Sciences, Social sciences and Health education.

16. NIGERIA US EMBASSY

URL: <http://nigeria.usembassy.gov/>  
[http://nigeria.usembassy.gov/hr\\_office.html](http://nigeria.usembassy.gov/hr_office.html)  
<http://nigeria.usembassy.gov/irc.html>

## ***E-LIBRARY***

Information technology has revolutionized the concept of libraries. Each and every library is getting digitized. There are many definitions of an e-library; terms such as virtual library, electronic library and digital library are often used synonymously. The e-library is nothing but a large database for the researchers who are working on hypertext environment. It is an environment, which supports the full cycle of creation, storage, preservation, dissemination and use of data, information and knowledge.

According to Arms (2007) an e-library is a managed collection of information with associated services where the information is stored in digital format and accessible over a network. An e-library is an organized collection of digitized material or it's holding in the digital form, which can be accessible by a computer on the network by using TCP/IP or other protocol.

The e-library is an organized collection of multimedia and other types of resources, resources are available in computer processable form, the function of acquisition, storage, preservation, and retrieval is carried out through the use of digital technology. Access to the entire collection is globally available directly or indirectly across a network, supports users in dealing with information objects and helps in the organization and presentation of the above objects via electronic / digital means etc.

## ***ADVANTAGES***

E-library is not confined to a particular location or so called building, it is virtually distributed all over the world. The user can get his/her information on his own computer screen by using the internet. Actually, it is a network of multimedia system, which provides fingertip access.

1. No physical boundary: The user of an e-library need not go to the library physically; people from all over the world could gain access to the same information, as long as an internet connection is available.
2. Round the clock availability: E- libraries can be accessed at any time, 24 hours a day and 365days of the year.

3. Multiple accesses: The same resources can be used at the same time by a number of users.
4. Structured approach: E-library provides access to much richer content in a more structured manner. We can easily move from the catalog to the particular book then to a particular chapter and so on.
5. Information retrieval: The user is able to use any search term bellowing to the word or phrase of the entire collection. E-library will provide every user-friendly interface, giving click able access its resources.
6. Preservation and conservation: An exact copy of the original can be made any number of times without any degradation in quality.
7. Space: Whereas traditional libraries are limited by storage of space, e-library has the potential to store much more information, simply because e-information requires very little physical space to contain them. When the library had no space for extension digitization is the only solution.
8. Networking: A particular e-library can provide the link to any other resources of other e-library very easily thus to a seamlessly integrated resource sharing can be achieved.
9. Cost: The cost of maintaining an e-library is much lower than of a traditional library. A traditional library must spend large sums of money paying for staff, book maintenance. E-libraries do away with these fees.

### ***DISADVANTAGES***

The computer viruses, lack of standardization for digitized information, quick degrading properties of digitized materials and its associated problem, health hazard nature of the radiation from monitor etc. makes e-libraries at times handicap.

1. Copyright: Virtualization violates the copyright law as other can freely transfer the thought content of one author without his acknowledgement. So one difficulty facing e-library is the way to distribute information. How does an e-library distribute information at will, while protecting the copyright of the author?
2. Speed of access: As more and more computer are connected to the internet its speed of access reasonably decreasing. If new technology will not evolve to solve the problem in near future internet will be full of error messages.
3. Bandwidth: E-library will need high band for transfer of multimedia resources but the band width is decreasing day by day due to its over utilization.
4. Initial cost is high: The infrastructure cost of an e-library i.e. the cost of hardware, software, leasing communication circuit is generally very high.
5. Efficiency: With the much larger volume of e-information, finding the right material for a specific task becomes increasingly difficult.
6. Environment: E-libraries cannot reproduce the environment of a traditional library. Many researchers still finds reading printed material to be easier than reading material on a computer screen.

### ***References***

Arms, L.C. (2007). Virtual Library: Needs, Technology and Benefit. ILA Bulletin, 38(3),pp22-26

E-library and resources. (2010) Retrieved from <http://en.wikipedia.org/wiki/digitallibrary> on 20th July, 2010