

## APPENDIX – D

# QUESTIONNAIRE

1. Name of the Institution/ College : \_\_\_\_\_
2. Name of the course being offered in the Institution/ College: \_\_\_\_\_
3. Whether library has permanent librarian? Yes/No \_\_\_\_\_
4. Besides librarian is there any other library staff? Yes/No \_\_\_\_\_
5. Are the library staffs skilled/computer literate? \_\_\_\_\_
6. Collection of the library: Books: \_\_\_\_\_  
Periodicals/Journals: \_\_\_\_\_
7. Number of users:      Faculties: \_\_\_\_\_  
                                 Other Staff: \_\_\_\_\_  
                                 Students: \_\_\_\_\_
8. Library Timings: \_\_\_\_\_

9. Whether the library is automated? Yes/No \_\_\_\_\_

If Yes, ( I ) Since how many years it has been automated? \_\_\_\_\_

( II ) Did you close the library functions for the users during the  
implementation?

- If Yes, for how long? \_\_\_\_\_
- If No, how did you manage it? \_\_\_\_\_

(III) How was the response of the other library staff?

- Were they co-operative and enthusiast or non-cooperative and hesitant? \_\_\_\_\_
- Were they ready to take necessary training required for it?  
\_\_\_\_\_

10. Are you satisfied with the automated operating system?

- If yes – what is the main difference that you find between the manual and the present automated system?
  - If no – kindly throw some light on it.
- \_\_\_\_\_

11. Does your software vendor help you in solving the difficulties in handling the software?

\_\_\_\_\_

12. Does software is being updated regularly?

\_\_\_\_\_

13. Did you face any of the problems mentioned below after the implementation?

- Software related problems
- Hardware related problems
- Unskilled library staff
- Less cooperation from the staff/ from the management
- Lack of Infrastructure
- Any other

14. What are the benefits that have been achieved due to automation?

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15. Your comments/ suggestions

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