# VALUE ADDED COURSE ON LIBRARY MANAGEMENT



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# WHAT IS LIBRARY

A library can be considered a store house of knowledge. In dictionaries the word "library" has been defined as a building room containing a collection of books. A library gives a great service to the society.

## **SECTION IN A LIBRARY**

#### LENDING SECTION

LIBRARY is divided into a number of departments on the basis of subjects; history, math, science, commerce, English and a number of other sections and sub-sections; poetry, fiction, drama etc. The required books can be traced from the index card. In library everything is arranged orderly so no confusion at all.

#### REFERENCE SECTION

- Dictionaries
- ❖ Novel
- Magazines
- ❖ Journals etc

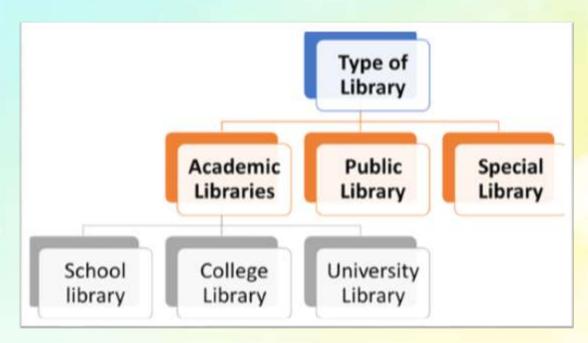
# **TYPES OF LIBRARY**

(A) Academic library

- 1. School libraries
- 2. College libraries
- 3. University libraries

(B) Public library

(C) Special library



### **IMPORTANCE OF LIBARRY**

- > IMPORTANT TO POOR PEOPLE.
- > IMPORTANT TO POOR STUDENT.
- > LIBRARY PROVIDE CALM AND QUIET ENVIRONMENT.
- THE ENVIRONMENT WITHIN THE LIBRARY ITSELF HIGHLY MOTIVATES.
- > A LIBRARY IS USEFUL FOR RURAL YOUTH.
- > LIBRARIES PROVIDE EMPLOMENT OPPORTUNITIES.
- NOTICE-BOARD.

# IMPORTANCE TO POOR STUDENT

Even those student who are best but are poor they can't afford to buy all the books from market for their studies. In this case A public library is a place that is open to them.



# LIBRARY PROVIDES CALM AND QUIET ENVIRONMENT

- ❖ In a library atmosphere is very calm and disciplined and because of this students can gain more in less time.
- Nobody would check or disturb you.

# LIBRARIES PROVIDE EMPLOMENT OPPORTUNITIES

#### **SOME PEOPLE ARE EMPLOYED AS:-**

**♦** LIBRARIANS

CLEANERS

❖ IT-



SPECIALISTS

# DO YOU KNOW THIS?

- > Library of congress is the largest library in the world Located in three buildings in Washington, D.C. There is actually 142 million books at the Library of Congress.
- > The National Library of India in Calcutta, is the largest library in India.
- Pioneer library has a rich stock of approx 19000 books on various subjects of manageme National and Intervals.

# A STEP FROM TRADITIONAL LIBRARY TO E-LIBRARY

E-library or digital library is a library where collection are stored in digital format and accessible by computer or other electronic device.



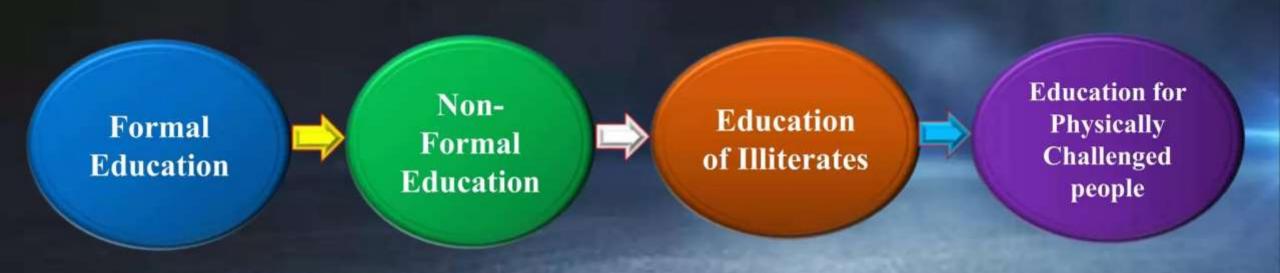
# LIBRARY AS A SOCIAL INSTITUTION

- i) It helps the life-long self-education of one and all;
- ii) It furnishes up-to-date facts and information on all subjects to everyone;
- iii) It disseminates to everyone, in an unbiased and balanced way, all shared recorded views and thoughts;
- iv) It provides opportunities for positive use of leisure time to one and all;

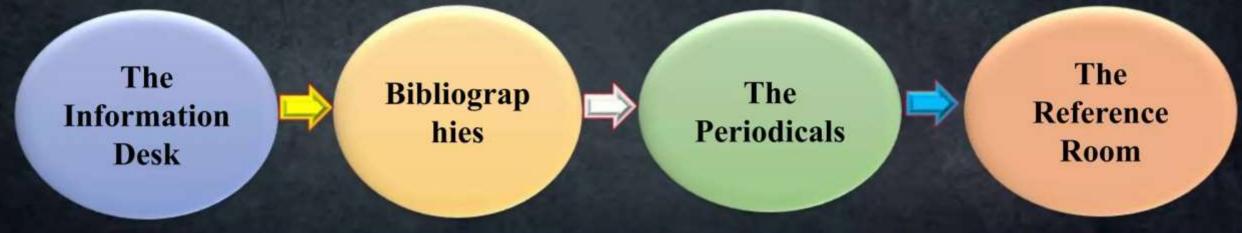
## LIBRARY AND MODERN SOCIETY

- To assemble, organize, preserve, socialize, and serve all ex knowledge;
- To help in the perpetual self-education of one and all;
- To help in the contemporary development of knowledge;
- To conserve the research time of humanity by the separation of literature search from positive search;
- To increase the economic resources of humanity to

# The Role of Library in Education



# Role of Library in Research











# ROLE OF LIBRARY IN CULTURAL ACTIVITIES

- ☐ These programmes primarily fall in the domain of public libraries.
- ☐ The first cultural role of the library is that it preserves the cultural heritage of the human race as represented by the books and other documents it holds.
- ☐ It should also organise cultural programmes like music concerts, dances, dramas, painting competitions for children, exhibition of paintings, etc. and thus enrich the cultural life of the community.

### ROLE OF LIBRARY FOR SOLVING DAY-TO-DAY PROBLEMS

Library helps to the local people by providing various types of information such as basic education programme, employment news, local and political news, information regarding livelihood, health information, transport information, consumer information, travel plan, blood donation and health camp and planning for horticulture

etc and solve their day-to-day problems

