**Appendix- IV**

**Continual Improvement Programmes Carried Out**

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| **1** |
| Area of Improvement  | **Simplification of Book Issue-Return Procedure** |
| Period | September, 2012 to June, 2013 |
| People Involved  | Mr. Nandeesha, B, Mr. Nidheesh David Kuruvila, Mr. Nanjunda Swamy, Mr. Lokesh, P, Mr. Raju, V, Mr. Chowdaih  |
| Budget  | Rs.30,000/- |
| Value/Benefit  | Saves the time of the customers |

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| **2** |
| Area of Improvement  | **Making Available of Multiple Copies of Prescribed Books** |
| Period | October, 2011 to April, 2013 |
| People Involved  | Mr. Nandeesha, B, Mr. Nidheesh David Kuruvila, Mr. Nanjunda Swamy |
| Budget  | Rs.15,00,000/- |
| Value/Benefit  | Satisfying the information needs of customers |

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| **3** |
| Area of Improvement  | **Standardised Re-organization of Books** |
| Period | July, 2011 to May, 2013 |
| People Involved  | Mr. Nandeesha, B, Dr.Shijith Kumar C |
| Budget  | Rs.15,00,000/- |
| Value/Benefit  | Satisfying the information needs of customers |

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| **4** |
| Area of Improvement  | **Making available Book CD-ROM contents on web portal** |
| Period | July, 2011 to May, 2013 |
| People Involved  | Mr. Mr. Nanjunda Swamy & Mr. P.Rajiv |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Maximise the usage of CD-ROM contents  |

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| **5** |
| Area of Improvement  | **E-Book Searching Interface** |
| Period | April, 2013 to August, 2013 |
| People Involved  | Mr. Mr. Nanjunda Swamy & Mr. P.Rajiv |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Maximise the usage of E-books |

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| **6** |
| Area of Improvement  | **Automatic Check in Check out System** |
| Period | May, 2013 to June, 2013 |
| People Involved  | Mr. Nanjunda Swamy & Mr. P.Rajiv |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Availability of exact statistics of library visits with time spent  |

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| **7** |
| Area of Improvement  | **Electronic Library Card** |
| Period | May, 2013 to June, 2013 |
| People Involved  | Mr. Nanjunda Swamy & Mr. Lokesh P |
| Budget  | Rs. 10,000/-  |
| Value/Benefit  | Easy book issue-return and maintenance of statistics  |

**Appendix-V**

**Continual Improvement Programmes Planned**

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| **1** |
| Area of Improvement  | **Remote Access Information Service**  |
| Period | December, 2013 to January, 2014 |
| People Involved  | Mr. Nanjunda Swamy, Dr.Shijith Kumar C |
| Budget  | Rs. 1,10,000/-  |
| Value/Benefit  | Easy book issue-return and maintenance of statistics  |

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| **2** |
| Area of Improvement  | **Electromagnetic Security System** |
| Period | December, 2013 to February, 2014 |
| People Involved  | Dr.Shijith Kumar C |
| Budget  | Rs. 14,00, 000/-  |
| Value/Benefit  | Prevention of book theft  |

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| **3** |
| Area of Improvement  | **Online News Clipping Service** |
| Period | December, 2013 to March, 2014 |
| People Involved  | Dr.Shijith Kumar C |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Prevention of book theft  |

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| **4** |
| Area of Improvement  | **Online User Feedback facility** |
| Period | December, 2013 to January, 2014 |
| People Involved  | Dr.Shijith Kumar C, Mr. N. Nanjunda Swamy |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Easy feedback from customers  |

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| **5** |
| Area of Improvement  | **Online User Information Resource Suggestion facility**  |
| Period | December, 2013 to January, 2014 |
| People Involved  | Dr.Shijith Kumar C, Mr. N. Nanjunda Swamy |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Opportunity for the customers to easily intimate their required resource |

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| **6** |
| Area of Improvement  | **Online Computer Usage Monitoring system**  |
| Period | December, 2013 to February, 2014 |
| People Involved  | Dr.Shijith Kumar C, Mr. N. Nanjunda Swamy |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Monitoring the computer usage behaviour of customers  |

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| **7** |
| Area of Improvement  | **Formulation of library policy**  |
| Period | December, 2013 to January, 2014 |
| People Involved  | Dr.Shijith Kumar C |
| Budget  | Used existing facility/resources  |
| Value/Benefit  | Standardisation of procedures  |