ANNUAL REPORT 2011-12

**Library and Information Centre**

The Library and Information Centre (LIC) continued to play a vital role in the academic, research and clinical activities of the institute by expeditiously providing the required information to the professional community. Besides holding an excellent print collection of books, journals, dissertations and theses, it provides access to a vast collection of electronic resources pertaining to communication disorders.

**A. In-house Activities**

 The section-wise in-house activities of the LIC during the year under report are outlined below:

1. **Acquisition Section**

Acquisition Section collects requests for books from the faculty and staff, places orders with the selected suppliers and accession the procured books. Last year we added 843 books to the collection which is the highest number since the inception of the institute by spending more than rupees 26 lakhs.

1. **Information Processing Section**

Information Processing Section plays a key role in organizing the information resources of the library in a systematic way. During the reporting year we have introduced the latest edition of the world’s most heavily used book classification scheme namely, Dewey Decimal Classification, 23rd edition. All the existing books in the collection have been re-classified according to the new scheme and assigned the Library of Congress Subject Heading.

1. **Periodical Section**

**Current Journals**: During the reporting year we have subscribed 106 peer-reviewed journals pertaining to communication disorders and allied fields. These include, 27 print plus online journals, 13 print only journals and 66 online only journals. Of the total 106 journals, 33 numbers have been subscribed newly and the remaining are renewed subscriptions.

**Online Archives:** We also have purchased online archives of 27 most important speech and hearing journals during the reporting year which cost more than 12 lakhs rupees.

**ERMED Journals:** LIC continued getting access to more than 2700 biomedical E-journals as a part of ERMED consortium of Ministry of Health and Family Welfare, Government of India.

**Bound Volumes**: Totally 153 bound volumes of journals have been compiled from the previous two years journals subscribed and these have accessioned and made available for usage.

1. **Circulation Section**

During the reporting year, the library has issued more than 13000 books to various categories of users. The system of overnight issue of books have been restricted to reference collection and the remaining books have made available on loan for two days. Books in newly developed collection of fiction and general studies have been issued for two weeks. Also the time restriction on issue and return of books has been lifted and at present the users can get the books issued and returned at any time during the working hours of the library. Dual Monitor Computer System has been installed in the circulation counter to facilitate viewing of book transactions by the members.

1. **Information Technology Section**

This is a new section started during the reporting year to look after the I.T related matters of the library.The major activities carried out by the section include (i) Digitization of all the University question papers pertaining to the courses conducted by the institute, (ii) Digitization of 86 post graduate dissertations during the period, (iii) Uploading of the digitized material on to the web portal of the Library and Information centre at [www.aiish.ac.in](http://www.aiish.ac.in)., (iv) Hyper linking of all the subscribed electronic resources on web portal and continuous monitoring for the uninterrupted access to these resources by the user community, (v) Maintenance and minor modifications of the LIC web portal, (vi) Monitoring of the Integrated Library Management System software and making suggestions for modifications.

**B. Major Services Provided**

The LIC provided both traditional and electronic electronic information services to its user community during the year under report. The major ones are:

* 1. **Reference Service**

The Information professionals on duty provided necessary assistance to users in locating information, evaluation and usage of various traditional and electronic information resources. The visiting users were given instruction regarding the library resources and services.

* 1. **User Education**

Comprehensive orientation program on the usage of various information sources with special reference to electronic resources were given to the newly admitted B.Sc students. The program was conducted in collaboration with the Department of Electronics.

* 1. **Current Awareness Services (CAS**

The LIC provided current awareness services to the users by displaying the newly arrived books and current print journals, every month.

* 1. **Internet Service**

LIC provided Internet service to member community using 44 computers installed in the internet centre.The Internet usage of the users have been closely monitored using ‘i-talk’ software.

* 1. **OPAC (Online Public Access Catalogue)**

OPAC provides the bibliographic details of all the print books in the collection. The facility has been made available on the web portal. It is searchable by author, title, accession number, subject and several other fields.More than 1000 bibliographic records of new books have been entered on to the OPAC database during the reporting year.

* 1. **E-Book Service**

The LIC continued to provide access to 138 E-Books procured during last year. A proposal to add an additional 38 E-Books has also been approved during the year under report.

* 1. **Online Database Service**

The LIC continued to provide access to the two reputed online bibliographic databases namely, *ComDisDome*, *Linguistics and Language Behaviour Abstract* on the web portal*.*

* 1. **VPN Service**

Virtual Private Network has been installed in 12 DHLS centres across the country and access has been provided to all our subscribed e-journals, e-books and online databases over the web portal.

* 1. **Digital Research Repository Service**

The LIC continued to provide online access to full-text digital research repository of the institute from across the world.

**C. Visitors**

A total number of 73 persons including students, research scholars, practitioners and teachers in the field of Communication Disorders from academic, research and clinical settings across the country have visited the institute during the reporting year.

**D. Publication**

Nandeesha, B. *FRBR in Libraries: An Overview.* In *Proceedings of 57th All India Library Conference* *organized by ST. Agnes Centre for Post Graduate Studies and Research, Mangalore, 23-25 February 2012*.Mangalore:ST. Agnes Centre for Post Graduate Studies and Research,2012.