

INTER UNIVERSITY CENTRE FOR TEACHER EDUCATION
अन्तर विश्वविद्यालय शिक्षक शिक्षा केंद्र
REGIONAL INSTITUTE OF EDUCATION
क्षेत्रीय शिक्षा संस्थान
Manasagangotri, Mysuru - 570006.



A Report on
A Five-day training programme on “Modernisation of Library Services to
the Librarians of Teacher Education Institutions”
(2nd, 3rd, 4th, 5th, & 6th March 2020)



PROGRAMME COORDINATOR
Smt. Yashaswini B V
Assistant Librarian

Introduction

As we are aware that the MHRD, Govt. of India has established two Inter University Centres for Teacher Education in the country of which one is located at the Regional Institute of Education, Mysuru with southern India as its jurisdiction. Since its inception, the IUCTE, RIE Mysuru has embarked on several initiatives and programmes to achieve the objectives for which it has been established. The IUCTE aims to strengthen the knowledge base of Teacher Education by facilitating professional development, networking, new knowledge creation and empowerment of teachers of Academic Institutions and Central & State Universities in Southern Region.

Modernization of library using latest technology is the need of the hour. With the growing emphasis on use of information technologies, libraries have undergone major structural changes in terms of their collection, organization and services. In this era of computers, the Information and Communication Technology has made remarkable change in the library professionals. In present situation library professionals are not just dealing with books, on the other hand, the expectation of the library users at the higher level has been modernized. New concepts such as consortia mode of acquisition, open access initiative by publishing open access journals and creating open access archives are getting momentum in libraries. Using the latest electronic gadgets in storing and transferring of information has become the need of the day. The new technologies applied in the library operations have become not only a boon for the profession but has also enhanced the status and outlook of the library profession as a whole. Keeping in view of all the above, IUCTE plays a vital role in conducting such programmes, to introduce the latest trends in LIS. As it is very well known about the present scenario of many libraries and its staff, still unaware of modernization techniques.

Objectives of the Training Programme

- To train the librarians in ICT applications to library activities and services.
- To provide an exposure to online digital resources on Teacher Education.
- To develop essential professional skills and competency in managing the library.
- To train the librarians in the use of open source library automation software.

Focal points of the Training Programme

- Teacher Education libraries
- Skills and competencies of library staff
- Library automation and planning
- Collection Development & Management
- Open Education Resources

- KOHA
- Plagiarism
- Website development for Libraries
- Social Media in Library context

DAY WISE PROCEEDINGS OF THE WORKSHOP

Day 1 (02/03/2020)

Inaugural Session (10:00 am to 11:15 am)

The Morning Session began at 9.30 a.m. with the registration of the participants of the workshop on the 2nd March. The Inaugural session was witnessed by the Dr. G V Gopal, Dean of Instructions & Principal in-charge, RIEM, Dr. Nagaraja S, Deputy Librarian, RIEM, Prof. B S Maheswarappa, Special officer, Gulbarga University, the Programme Coordinator, participants from different states from southern region & faculty of IUCTE and RIEM. The programme commenced with the melodious invocation song by Ms. Kusumitha, JPF, IUCTE & Mrs. Divyashree, Accounts Assistant, IUCTE followed by the welcome address and the key note presentation by Smt. Yashaswini B V, Programme coordinator.

Dr. Nagaraja S, Deputy Librarian, RIEM explained in brief regarding the workshops conducted as a preparatory work of developing a training manual, objectives of the training programme, and what is intended to be accomplished in the Training programme. Prof. B S Maheswarappa one of the Key Resource Person and the Editor of the Training Manual, in his speech mentioned that training manual (draft) developed can be useful for the teacher education libraries once the final copy of the manual is ready after taking the feedback from the participants of the training programme.

Dr. G V Gopal in his presidential address mentioned the importance of a library in any educational institution. He also said that the librarians in any institution should take personal interest in developing and maintaining the library services in an effective manner. He also opined that the training manual (draft) developed for the purpose of the training programme should be brought out in a book form and made accessible to all the teacher education institute libraries.



As a continuation the participants introduced themselves to the gathering along with the faculty of the IUCTE. The session winded up with a vote of thanks rendered by Smt. Anupama Hegde, Professional Assistant, RIEM. The gathering dispersed for a tea break before the actual session to be followed.



Introduction of the Participants

DAY - 1
2nd March 2020
IUCTE - RIE – Mysuru

The plenary session started as per the programme schedule. The participants were asked to share the information about their libraries in brief. Each participant shared information on how their libraries worked like:-

- The classification system followed
- The cataloguing system followed
- Arrangement of books
- Services rendered by the libraries
- Library Automation software used
- Knowledge of the open source resources, etc.

The continued session evidenced interesting and useful introductory talk on the topic “Teacher Education in India and Teacher Education libraries an overview” by Prof. B S Maheswarappa, Special Officer, Gulbarga University. In his talk Professor was of the opinion that, the topic was very vast and it is a good topic of research. Not much work has been done in this particular area. And also there was lack of proper documentation work in this particular topic, as he himself found it difficult to gather authentic information from the sources. Thus the policy makers need to through light in this area for proper documentation. He spoke on topics like-

- Rules and Regulations given by NCTE & NCERT, their objectives

- Role of Librarian in Teacher Education Institutions
- Duties of Librarian in Teacher Education Institutions
- Changing Role of Librarians in the Digital Era
- Knowledge resources management
- Resources sharing and networking
- User Services
- Human resources management etc.,



Talk by the Resource Person Prof. B S Maheswarappa

The first session in the afternoon was handled by Prof. M Chandrashekara , Chairperson, Department of Lib. & Info. Sc., University of Mysore. His talk was on the topic “Skills and Competencies & Library Automation an introduction. He was of the opinion that the librarians play many different roles such as -

- Subject expert
- Resource manager
- Information provider
- Time manager
- Teacher of teachers
- Mentor, etc.

He rightly said that the librarians cannot be replaced by any other professional. The librarians have to change the mind-set and learn different skills required as professionals. He discussed the areas where the competencies of the librarians are needed.



He continued his session on library automation and planning. He touched upon advantages and the disadvantages of the library automation. The factors to be considered for the automation are

- availability of manpower
- financial status of the institution
- outcome of the system implementation
- time limitations
- reliability of the software
- selection of hardware
- databases for retrieval (Z39.50)

He stressed on the point that the librarians should have individual involvement and interest to successfully maintain the library activates and services.

The last session was engaged by Dr. Mahalakshmi K on topic “Traditional Library Services”. Even though we are talking about technology all the time the traditional services in some form has evidenced very essential. She mentioned about the mandatory and anticipatory services a library can give to its users. She also gave information on services which can be given without depending on the financial approval like-

- Book display on special occasions
- Stack guide
- Promotion of less used books
- Mobile library to villages

- Services to the differently abled
- Book talk
- Extension services
- Reprographic services



She made the class interactive by asking the participants How to compile a bibliography of a given resource? A few books were given from the library to the participants and were asked to write the bibliography of the book. The participants were very active and even the non-professionals involved in the activity and learnt the concept bibliography writing. A few questions were asked to the participants to make the session brainstorming.

DAY - 2
3rd March 2020
 IUCTE - RIE – Mysuru

The Morning session of the second day started at 9:30AM as scheduled. The session was handled by Prof. B S Maheswarappa on the topic “Collection Development and Management in Teacher Education – An Overview”. He spoke on a general overview about the collection development considering the topics like-

- Community Analysis and User Studies
- Collection Development Policy
- Why a written collection development policy necessary?
- Selection of materials
- Acquisition

- Collection Management, Etc.,

The second session was engaged by Prof. A Y Asundi. The topic was “Collection Organisation” where professor explained the concept of classification. He beautifully explained the classification schemes - Colon Classification (CC), Universal Decimal Classification(UDC), and Dewey Decimal Classification (DDC). He spoke on the advantages, disadvantages, updation of schemes & institutes using these schemes. He also explained with an example how a colon classification number is generated using the Personality, Matter, Energy, Space, Time (PMEST) concept. In present situation even though very few libraries are using CC and UDC, he explained the importance of the CC over the UDC & DDC. Though CC is the first classification system introduced, its author Dr. Ranganathan S R has made provision for giving the class number to the subjects of the latest findings and research, he added.

The afternoon session was continued by Prof. Asundi on the topic “Library Management &, Cataloguing”. He explained in brief forms of catalogue, AACR and also MARC. He also covered topics like

- Subject cataloguing and Indexing
- Metadata
- OPAC & WebOPAC



Prof. Y Shreekanth, Principal RIEM & Chairperson IUCTE, interacted with the participants, in his address to the gathering he said that the programme taken up in the field of library is very useful, it should reach more people and more programmes should be conducted in this line. Prof. M S Talawar, Director IUCTE was also present on the occasion. A group photo was arranged with the dignitaries.



The last session was handled by Dr. Mahalakshmi K; the topic was “Web based library services”. She spoke on the topics internet & library website as a gateway web-based library automation software e-journals, e-books, open access resources, Web-OPAC & subject gateway. The ways to keep the users abreast of the recent information through E-Alert, E-News, E-gate, Bookshare.org (Accessible online Library for persons with print disability) & NVDA. The participants felt the session was very useful with many new information.

DAY - 3
4th March 2020
 IUCTE - RIE – Mysuru

The third day of the workshop, started with the session handled by Dr. Nagaraja S on the topic Open Education Resources. He started with a brief about how the open access movement started. The topics covered in this session were

- Concept of OER
- Open journal system
- Creative Commons
- General Public licence (GPL) issues
- OER available in national and international level
- Repositories
- Web portals.



He also mentioned with instances how internet has influenced us over the span of years. The importance of internet and also the disadvantages of search engines where we are unable to get the appropriate information unless we know the way to search for data. There are many number of open resources available in the WWW, but to choose the correct one according to our requirement is a challenge. The session was very useful and the participants were happy to get information on many new aspects available as open source.

The second session was handled by Dr. Prakash K on topic “Collection Development –Print resources”. The importance of print resources in this era of technology is still important. He covered the topics -

- Organizational Models, Staffing, and Responsibilities
- Planning, Policy, and Budgets
- Developing Collections
- Vendor Relations, Negotiation, and Contracts
- Managing Collections
 - Weeding, Storage, Preservation and Conservation
 - Review and Cancellation of Continuing Resources
 - Collection Protection and Security
- Collaborative Collection Development and Management.



The importance of “know your users” was very well explained. Documents Selection, Criteria for Selection, Criteria for Collection Development, Books Category, Library Advisory Committee, Book Selection Policy and Procedure, Book Selection Tools, Other types of resources like Non-book materials, Serials, Cartographic Materials, Graphic Materials, Science Kit, Others – Reports, Newspaper clippings, Proceedings of the national and international conferences, national and other seminars, symposiums and workshops are published and need to be procured in the library which can cater the teacher community. Acquisition Methods like Firm orders, Standing orders, Approval plans, Blanket orders, Subscription, Leases, Gifts/Gratis, Exchanges, Good Offices Committee (GOC), Evaluation of Collection, Weeding were the topics discussed.

The afternoon session as planned in the programme schedule was taken over by Shri Vimal Kumar on KOHA.

The session was taken in the computer lab as it was a hands on training session. The library automation open source software KOHA was introduced. The participants were given the facility of using the KOHA software through the live DVD. The session was very interactive as the participants were very eager to know many new features available in KOHA. The resource person went on guiding with instruction to work on the important modules of KOHA. The participants followed the instructions as directed. The topics covered in the theory aspect of Koha are

- The hardware requirements for installation of KOHA
- Need for Open Source software
- An overview of Koha project- need, history and technical requirements
- Koha Support & Updation

- Drawbacks of Open Source ILS software
- Koha Modules – Cataloguing, Circulation, Patrons, Serials, Reports, Koha Administration, Advanced search were made familiar by giving them hands on experience.



KOHA Practical session handled by Shri Vimal Kumar

The Morning Session was continued with the KOHA training. The session covered the modules of how to create new patrons, patron category, circulation and fine rules, collection code, authorised value, shelving location, source of acquisition, serial enumeration, generate report on SQL, reservation of books, and many other settings which are very essential to work smoothly with koha. Participants were given information about blog on kohageek, where all the queries are answered and helped out overcome the difficulties of working with koha.

The afternoon session was engaged by Dr. Varatharajan on topics “Digital Libraries and Collection development of E-resources”. The concept of digital library is misunderstood by many, the ‘digital Library is a networked collection of digital objects (text, still images, moving images, sound, data, etc.) with arrangement, search features, and metadata that allow for discovery and presentation, supporting research and teaching, and with attention paid to architecture, persistence, longevity, and digital preservation’. He gave many examples of existing digital libraries and explained on the following topics.

- Principles of Digital Library
- Features of Digital Library
- Challenges in building digital libraries
- Components Digital Library
- Advantages Digital Library
- Limitations Digital Library
- Digital Rights management



The session continued on the collection development of E-resources. The topics of discussion were

- Need of Collection Development Policy in the Electronic Environment
- Selection and evaluation of electronic resources
- Technical requirements
- Compatibility
- Search and retrieval

- Publisher/Vendor support
- Supply issues
- Use of the electronic information resources
- Licensing
- Legal issues
- Review and renewal process.

The participants had an interactive session as many were unaware of the points to be considered to purchase/subscribe e-resources. Many of the questions were clarified by the resource person regarding the policy matters of the e-resources. The measures to be taken before subscription of e-resources etc., were the few main points mentioned. The importance of library committee in the matters of e-resources was also discussed.

The morning session started with the topic of “Academic Integrity and Plagiarism” by Dr. C P Ramashesh. He initiated the talk on the coverage of h- index, journals with high impact factor, use of research papers based on citations and Plagiarism as the main concept. He touched the concepts of plagiarism as the “act of presenting others works as your own”. The topics covered were

- Types of plagiarism
- Consequences of plagiarism
- Reference management software
- Plagiarism detection methods
- Plagiarism detection tools
- software packages
- Matter discarded from scanning
- Repercussions of Plagiarism
- Exclusions
- Doctoral Theses: Decisions & Penalty
- Ways to Avoid Plagiarism.
- Antiplagiarism Software



The session was felt very important by the participants as it threw light on aspects like the importance of bibliography and quoting an author of publication. It also gave an idea, how important it is to acknowledge others writing work.



The last session of the training programme concluded with the valedictory. The participants gave feedback about the five days training programme. They felt, some more practical sessions were necessary. They opined that the training programme was very useful for them to refresh their knowledge, and to get to know new things. It was also requested by the participants that more such programmes are to be conducted in IUCTE, and they would like to come and attend such informative sessions.

Dr. Nagaraja S in his valedictory address mentioned that, the participants need to implement whatever the new things they have learnt during the training programme. They were assured of helping hand if needed in implementing the KOHA. It was also requested to give the feedback about the developments they are going to implement after returning to their respective institutions. The certificates were issued to all the participants.



The Programme Coordinator rendered the vote of thanks. She thanked all the resource person for their valuable input for developing the training manual and conducting the sessions. She thanked all the participants for their active involvement and participation for the success of the training programme.

INTER UNIVERSITY CENTRE FOR TEACHER EDUCATION
(National Council of Educational Research & Training)
Regional Institute of Education, Manasagangotri, Mysore - 570006.

Five Day Training programme on Modernisation of Library Services to the librarians in Teacher Education Institutions

DATES: 2nd – 6th March 2020

PROGRAMME SCHEDULE

VENUE: IUCTE Hall

DAY & DATE	SESSION -1	Tea Break	SESSION -2	Lunch Break	SESSION -3	Tea Break	SESSION-4
DAY I - 2nd March 2020 Monday	09.30 – 11.15 Registration & Inauguration *****	11.15 - 11.30	11.30 - 1.00 Prof. B S Maheswarappa Teacher Education in India & Teacher Education libraries an overview	1.00 - 2.00	2.00 - 03.30 Prof. M Chandrashekara Skills and competencies & Library automation and planning	3.30 - 4.00	4.00 - 05:30 Dr. Mahalakshmi K Library Services Traditional
DAY II 3rd March 2020 Tuesday	09.30 – 11.15 Prof. B S Maheswarappa Collection Development & Management - General frame work	11.15 - 11.30	11.30 - 1.00 Prof. A Y Asundi Collection Organization	1.00 - 2.00	2.00 - 03.30 Dr. Mahalakshmi K Library Services Web based	3.30 - 4.00	4.00 - 05:30 Dr. Prakash K Collection development Print resources

DAY III 4th March 2020 Wednesday	09.30 – 11.15 Dr. Nagaraja S Open Education Resources	11.15 - 11.30	11.30 - 1.00 Prof. A Y Asundi Library Management & Stock inventory	1.00 - 2.00	2.00 - 03.30 Shri Vimal Kumar KOHA	3.30 - 4.00	4.00 - 05:30 Shri Vimal Kumar KOHA
DAY IV 5th March 2020 Thursday	09.30 – 11.15 Dr. Shijith Kumar Website development & social media	11.15 - 11.30	11.30 - 1.00 Dr. Varatharajan Digital Libraries	1.00 - 2.00	2.00 - 03.30 Shri Vimal Kumar KOHA	3.30 - 4.00	4.00 - 05:30 Shri Vimal Kumar KOHA
DAY V 6th March 2020 Friday	09.30 – 11.15 Dr. C P Ramashesh Electronic Resources for Teacher Education	11.15 - 11.30	11.30 - 1.00 Dr. Varatharajan Collection development E - resources	1.00 - 2.00	2.00 - 03.30 Dr. Shijith Kumar Website development Practical	3.30 - 4.00	4.00 - 05:30 Certificate Distribution & Valedictory

Smt. Yashaswini B V
Assistant Librarian & Programme Coordinator
IUCTE, RIEM

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Five Day Training programme on Modernisation of Library Services to the librarians in Teacher Education Institutions

Date: 2nd to 6th March 2020

Programme Coordinator	Smt. Yashaswini B V Assistant Librarian IUCTE, RIE, Mysuru Ph:9886042514 e-mail: yashasb@gmail.com
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List of Resource Persons

Sl. No	Name and Designation
1	Prof. B S Maheswarappa Professor of Library and Information Science (Retired), Special Officer, Administration, Gulbarga University, KALABURAGI - 585 106 e-mail: maheswarappabs@gmail.com, Mobile No. 09449292968
2	Dr. N. Varatharajan Librarian, University of Hyderabad, Prof. C.R.Rao Road, Gachibowli, Hyderabad-500046, Phone :8106263862 Email: nvrajan2002@gmail.com
3	Dr. B K Jha Deputy Librarian Regional Institute of Education, Ajmer E-mail: balendujha@gmail.com, Jha.balendu@gov.in Ph: 8005573739

4	Prof. Ashok. Y. Asundi Retd. Professor. No. 77, IIIrd Main, Prashanth Nagar Bangalore-560079 Email: ashokasundi@rediffmail.com Mobile: 9980815468
5	Dr. C. Shijith Kumar Library and Information Officer All India Institute of Speech and Hearing Manasagangothri Mysuru – 570 006 Email: lio@aiishmysore.in Mobile:8618667835
6	Dr. K. Prakash, Librarian KSOU, Mysuru Email: prakash_k@yahoo.com Mobile 9448066788
7	Dr. K. Mahalakshmi Assistant Librarian Avinashilingam University Coimbatore E-mail: nilamaha@gmail.com Mobile:91-8610552991
8	Shri. Vimal Kumar V Technical Assistant, Mahatma Gandhi University Library, Kottayam, Kerala 686560 Phone: 9497199414 Email: 2808@mgu.ac.in
9	Dr. Chandrashekara M. Professor & Chairman, Board of Studies Department of LIS University of Mysore, Manasagangothri Mysore - 570 006 Phone 9448600970 Email: chandra.uom@gmail.com
10.	Dr. C P Ramashesh Former Librarian, University of Mysore Manasagangothri Mysuru Email:cpramasesh@gmail.com Ph: 973143004
11	<u>Resource Persons from RIE, Mysuru</u> Dr. Nagaraja S Deputy Librarian, RIE Library, RIE, Mysuru Email:snraj@rediffmail.com Ph: 9448052236
12	Smt. Anupama Hegde Professional Assistant RIE Library, RIE, Mysuru Email:hegde.anupama@gmail.com Ph: 8762138970

Training programme on Modernisation of Library Services to the librarians of Teacher Education Institutions

DATES: 2nd – 6th March 2020

List of Participants who attended the training programme

Sl No.	Name	Address	Ph. No.
1	Allimuthu M	DIET, Ottenchariram, Dindigul Dist. Tamilnadu	812157370
2	Ashraf P	Keyi Sahib Training College, Kerala	9447361577
3	Bharathi Raja P	DIET, Manjur, Ramanathapuram Dist. Tamilnadu	99940125924
4	John P T	P K M College of Education Madampam Kannur	9447897653
5	Jyothi Punalur	SCERT Thiruvananthapuram-12	9447130838
6	Padmamba C S	GCTE, Mysuru, Karnataka	7975741150
7	Prabha S	Librarian, DSERT, Karnataka	8088433888
8	Ramakrishna Badigar	GCTE, Belagavi, Karnataka	9901931531
9	Rudrappa M P	GCTE, Chitradurga, Karnataka	7892984974
10	Sabira M	Farook Training College, Kozhikode. Kerala	9995916716

11	Sasirekha I (Dr.)	Lady Willington Institute of Advanced Study in Education, Chennai - 600005	9500073481
12	Sathyanarayana Raju K	Government college of Teacher Education, Nalgonda	9000945272
13	Selvakumar	DIET, Pudukkottai Dist., Tamilnadu	8438977713
14	Sophia R	Meston college of Education, # 33, Westcott Road, Royapettah, Chennai 14.	9962066066
15	Subayar Ali S	DIET, Kalayarkovil, Sivagangai Dist. Tamilnadu	9442136800
16	Tony Cherian	Peet Memorial Training College, Alappuzha.	9447700749
17	Velayutham C	DIET, Munanjipatti, Thirunelvely Dist. Tamilnadu	8608937245
18	Venkatareddy B	SCERT, Telangana, Hyderabad	9848373318
19	Vinod K V	SNM Training College, Kerala	9947280027

***** The participants and Resource Persons were given a printed draft training manual and a KOHA handbook along with a KOHA-live DVD*****
