Library management with Digital library

*Dr. Balveer Sharma

Introduction

Management is a mental process of any other Institution and office. Right from the civilization man has been acquiring and sharpening the principle of management for better understanding of nature. Library management is a sub-discipline of Institutional management that focuses on specific issues faced by libraries and library management professionals. Library management encompasses normal managerial tasks, as well as intellectual freedom and fundraising responsibilities. Library management systems is a software built to handle the primary housekeeping functions of a library libraries rely on library management.

Library management

Library management is the process of coordinating of total resources of an organization towards the accomplishment of desired goals of the organization through the execution of a group of inter related functions such as planning, organization, staffing, directing and controlling. Today is a modern library is a complex institution like any other institution. Management is the good thinking of any institution. That is set goals objectives and function. It has a organized workforce with the job of each one defined. Any library administrators are regarded as superior class of people in the hierarchy who formulates , goals objectives as well as procedures.

Where as managers are executives. Who execute the policies and programs decided by the administrators?

Principles of Library Management

Each library are any write up on principles of management will center round the some principles elaborated there are:

1. Area of Work
2. Authority and Responsibility
3. Discipline
4. Unity of main Command
5. Unity of Direction
6. Individual Interest

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7.   Remuneration
8.   Centralisation
9.   Line of Command
10.   Order
11.   Stability
12.   Intiative

Functions of Library Management

Each organization has certain functions. The Success of an organization depends upon the efficient execution of its various functions in short names POSDCORB.

1. Planning
2. Organising
3. Staffing
4. Directing
5. Coordinating
6. Reporting
7. Budgeting

Digital library

College and University library management is totally depend on software program. Digital library is a relatively new concept. Digital library explains the nature of its collection and selection. Some library are electronic libraries in large number of geographically distributed user can access. some people are demand on electronic library and diverse repositories of electronic objects. A Digital library is understood to have the information stored predominantly in electronic or digital medium. The digital information may include digital books, magazine, digital scanned images, graphic ,textual and numeric data, digital films, audio and video clips etc. digital library is expected to provide access to the digital information collections and selections. main point of digital library factors.

A. Total information of a well and computer literature user base has started to demand more information at the desktop.

B. library budget

C. Total area cover on Digital library urban and rural.

D. No distinction between library management and document delivery.

E. Internet speed well good.

F. Total information resource available in library.

Library Management with Digital Library

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The important characteristics of digital libraries are the storage of information in digital form, direct usage of communication networking for accessing and cataloguing obtaining information, and copying by either downloading or online offline printing from a master file.The important characteristics of digital libraries are storage of data and information in digital form. Direct uses of communication networks for accessing .The main function of librarian of digital library is similar that of the librarian of conventional library.

1. Identify
2. Select
3. Procure
4. Process
5. Organise
6. Provide access
7. Preserve
8. Manage

However while the former os expected to increasingly deal with documents in digital environment including working with advanced and complex technologies.

Challenges and Issue in digital library :

A.   Reading room from digital devices is as comfortable, effective and fast as reading room printed books and serial.

B.   Digital reading and storage devices are present.

C.   When digital distribution replaces print Publishing for all.

D.   All exiting library material are converted to digital form.

E.   Publishers would not stand in the way of institution making single purchased or converted publications simultaneously available throughout the institution.

Conclusion:

So library management and digital library are taken together and depend on one another. Economic and ecological disadvantages to the all digital library as user tend to print anything . other concerns of libraries and information centers while transforming into digital libraries include addition of more and more electronic and digitized information.

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