

**“DIGITAL ARCHIVAL INITIATIVE
OF SELF-FINANCED INSTITUTIONS IN
GREATER NOIDA: A STUDY”**

Niranjan Mohapatra

Under the supervision of

Dr. Projes Roy

2015

PROJECT REPORT

On

**“DIGITAL ARCHIVAL INITIATIVE
OF SELF-FINANCED INSTITUTIONS IN
GREATER NOIDA: A STUDY”**

**Under the supervision of
Dr. PROJES ROY**

Project Report submitted to Indira Gandhi National Open University in partial fulfillment of the requirement for the award of Master’s Degree Programme in Library and Information Science.

Dissertation

MLIS

(MLIP-002)

Supervised by:

Dr. Projes Roy

Librarian, SRCASW, New Delhi (DU)

Professor, Coordinator;

MLIS Programme, IGNOU

Submitted by:

Name: - **Niranjan Mohapatra**

Enrolment No: - **142389253**



Study Centre (Name & Code):- 0771P

**SHAHEED RAJGURU College of
Applied Science for Women, Delhi**

Regional Center (Name & Code):- 39

IGNOU Regional Center, Noida

2015

Certificate of Originality

It is to certified that the Project Work/ Dissertation titled “**DIGITAL ARCHIVAL INITIATIVE OF SELF-FINANCED INSTITUTIONS IN GREATER NOIDA: A STUDY**” Submitted to Indira Gandhi National Open University in partial fulfillment of the requirement for the award of **Master’s Degree in Library and Information Science (MLIS)** is an original work carried out by Mr. **NIRANJAN MOHAPATRA**

Enrolment No. **142389253**

The Matter embodied in this Project Work/ Dissertation is a genuine work done by the student and has not been submitted to this University or any other university/Institute to for the fulfillment of the requirement of any course of study.

Date: 07/09/2015

Student:

NIRANJAN MOHAPATRA
Enrolment No: **142389253**

Supervisor:

Dr. PROJES ROY
Librarian
SHAHEED RAJGURU COLLEGE
of Applied Science for Women, New Delhi
(University of Delhi)

Acknowledgements

First of all, I would like to extend my gratitude to Indira Gandhi National Open University (IGNOU) for the opportunity extended to the professionals like us to enrich our knowledge and to facilitate us to contribute to society by being a part of learned group of academicians. The work of my dissertation is not only my efforts but also the inspiration and blessings of many persons. Without their support and guidance this task was difficult for me. I am very grateful to all of them.

I express my deep sense of gratitude to my supervisor **Dr. Projes Roy**, Librarian, Shaheed Rajguru College of Applied Science for Women, Delhi (University of Delhi); he also is a Professor of LIS & Coordinator of IGNOU MLIS Programme. For his valuable, constant guidance, encouragement and critical suggestions during the entire course of my research work. He has been very kind to spare of him deep knowledge. I heartily thank to my **parents, my family, relatives, & friends** who have a great blessing on me, especially my **Dr. Biswanath Bishoi**, (SRO; NITI Ayoga; Govt. of India) who have helped me during my study in various ways. I am grateful to **Dr. Arun Kumar Biswal** (Librarian, GLBITM) and all my **colleagues at G.L. BAJAJ Central Library** for giving me necessary support and appreciations at the time it needed. I am also thankful to my **professional friends** and my **classmates** for their valuable help and providing all possible supports during my study of the project work. Specially thanks to my study center, **Shaheed Rajguru College** and all **my teachers** for their inspiration to this study. Finally, I like to thanks to those whose names do not appear here but without their contributions, this dissertation would not have seen the light of the day. Thanks all again.

NIRANJAN MOHAPATRA

Student IGNOU

Table of Contents

Topics	Page
SYNOPSIS/PROJECT PROPOSAL	01-10
<i>PART-I</i>	
1 INTRODUCTION	11
1.1 Objectives	13
1.2 Digital Archival	14
1.2.1 Definitions	14
1.2.2 Historical Evolution	15
1.2.3 Digital Archives at a Glance	18
1.2.3.1 Benefits	18
1.2.3.2 Features	18
1.2.3.3 Digital Archives of OCLC	18
1.2.3.4 Digital Archiving Project of UNESCO	19
1.3 Digital Library: An Overview	20
1.3.1 Definition	20
1.3.2 Need & Requirement of Digital Library	21
1.3.3 Development of Digital Library	22
1.3.4 Components of Digital Library	23
1.4 Limitation	24
1.4.1 Value and Advantages	25
1.4.2 Disadvantages	25
1.5 Methodology	26
1.6 Scope	27

PART-II

2	LITERATURE REVIEW	29
2.1	Review of Literature	29
2.2	Digitization Projects around World - A View	38
2.2	Digital Archival Projects in India- A View	43

PART-III

3	ARCHIVAL INITIATED INSTITUTES IN GREATER NOIDA: Institutional Profile	47
3.1	Introduction	47
3.2	Archival Initiative Institutes	48
3.2	Sample Description	48
	3.2.1 Galgotias Institute of Management & Technology	49
	3.2.2 G L Bajaj Institute of Technology & Management	51
	3.2.3 Greater Noida Institute of Technology	53
	3.2.4 I.T.S Engineering College	55
	3.2.5 Noida Institute of Engineering & Technology	57

PART-IV

4	ANALYSIS OF QUESTIONNAIRE & INTERPRETATION	59
4.1	Questionnaire Design	59
4.2	Analysis of the Data	60
	4.2.1 Current Trends	61
	4.2.2 Future Plans	75
	4.2.3 Problems & Barriers	78

PART-V

5	FINDINGS & CONCLUSION	79
5.1	Findings	79
5.2	Effect on Academic Excellent	80
5.3	Conclusion	81

	<i>BIBLIOGRAPHY</i>	83
--	----------------------------	----

	<i>APPENDIX</i>	87
--	------------------------	----

A-I	Covering Letter	88
A-II	Questionnaires	97

	<i>INDEX</i>	105
--	---------------------	-----

SYNOPSIS/PROJECT PROPOSAL

DIGITAL ARCHIVAL INITIATIVE OF SELF-FINANCED INSTITUTIONS IN GREATER NOIDA: A STUDY

Introduction:

The inventions of new technologies in 21st century have fulfilled the dreams of human life. Here Impossible has been gone possible and Imagine gives real signs day to day. After the inventions of printing press in 1440 by Gutenberg, printed materials have been used which are made available by the systematic efforts of the Authors, Researchers, Publishers, Booksellers, Librarians and Users. After the advent of Information Technology (IT) the situations began changed, the printed information started to be digitized and made available to use through the help of computer devices and networks. The pace of globalization and the growth of new technologies, such as the internet, have been changing the teaching learning methods in schools, colleges, universities and research institutes. The impact of Information Communication Technology (ICT) have been digitalized the educational institutions and taken the lead roles in the growth and development of human beings.

The concept of library is not only preserve, process information/knowledge through print sources (books, journals, newspapers etc.), but also electronic forms (e-books, e-journals etc.). The Internet has added a new dimension to Information Technology and knowledge sharing platforms such as Digital Library, E-learning, Knowledge management etc. As the digitalization of information process, the digital libraries steadily increased, the day will be very near when the complete breakthrough of digital libraries into the Gutenberg Galaxy. Digital Library becomes so important for India, several ministries, institutions; NGOs, Private bodies and other have initiated national and regional level capacity building initiatives on digital library.

Greater Noida belongs to National capital Region (NCR) is known for Educational Institutions. So many college/universities are there at “*Knowledge Park*” in Greater Noida. It is one of the best the educational hub of India where more than 2 lakes students having education in 87 self-financed colleges and 4 universities. The colleges/universities offered different courses in different discipline i.e. management, engineering, technology, architecture, pharmacy, medicine, science, arts, commerce, and education, literature etc. Almost private (Self-financed) Colleges/Universities have been established here. My study on these self-financed Institutions, to know the initiatives of their digital archival.

In the last days of my study there has been a proliferation of literature on the research topic “***Digital Archival initiative of self-financed Institutions in Greater Noida***”. Firstly it is very important to know about “*Digital Archival*”, in which my study is based on. “*Digital Archival*” is the *digital form of archival*. In other word “*Digital Archival*” means organizing, preserving, and providing access to information and material in digital way. “*Digital Archival*” is very synonymous meaning to “*Digitization*”. Hence this study on “Digital Archival” is a Study of “*Digital Library*”.

The Longman Dictionary (Longman Dictionary of Contemporary English.4th ed.2003.) also defines archive as “Technical Copies of a computer files that are stored on a disk or in the computer’s memory in a way that uses less space than usual so that the computer can keep them long time”. *Archival* is the adjective form of *archive*, which means interesting archive materials. (Longman Dictionary of Contemporary English.4th ed.2003.). Archives consist of records that have been selected for permanent or long-term preservation on grounds of their enduring

cultural, historical, or evidentiary value. The word *archive* originally developed from the Greek word *arkheion*, which refers to the home or dwelling of the Archon (chief magistrate), in which important official state documents were filed. (*Wikipedia*), In the United States, National Archives and Records Administration (NARA), maintains central archival facilities in the District of Columbia and College Park, Maryland, with regional facilities distributed throughout the United States. In the UK the National Archives is the government archive for England and Wales. The National Archives of Scotland, located in Edinburgh, serve that country while the Public Record Office of Northern Ireland in Belfast is the government archive for Northern Ireland. The French Archives Administration in the Ministry of Culture manages the National Archive. In Taiwan, the National Archives Administration is located in Taipei. In India the National Archives (NAI) are located in New Delhi.

An academic archive contain items such as the administrative records of the institution, papers of former professors and presidents, memorabilia related to school organizations and activities, and items the academic library wishes to remain in a closed-stack setting, such as rare books or thesis copies. Digital Archival means the services of an archive like organizing, preserving, and providing access to information and material in a digital way. Digitization is a labour-intensive process by which physical or manual records are converted into digital form. Most libraries today are reevaluating their information delivery services in this new world of digital information and many are contemplating the digitization of collections within their own holdings for a wide variety of reasons and purposes. The technology available today is capable of establishing the digital libraries which can greatly enhance their services, skills and prestige. (SarahKim: <http://personaldigitalarchives.blogspot.com/>) recently, many IT companies are offering cloud computing services as massive data storage. In fact, many people are already using cloud services to conduct their work and/or non-work related activities i.e. Gmail, Google Docs, Dropbox and many other. Cloud storage has a potential as a future platform for personal digital archives as well as digital storage of memory.

The digital Library represents digitized version of basic components library that is book, documents, retrieval system, archival, Information processing, dissemination. Digital libraries contain diverse collections of information for use by many different users. Internet is becoming

the most important source of information with the growth of digital information. The internet has emerged as a boom to the academic community by facilitating access to a treasure of information on the web, which can be used for study, teaching, and research. The e-book can support the academic mission effectively, saving time and adding values as a collective online reference sources rather than a set of individual titles. New products, technologies, and opportunities continue to emerge, however and the future of e-books looks bright, especially if easier on-screen reading and more flexible, customer-oriented, licensing can be realized (John Cox). The library professionals have to upgrade their professional skills in order to exploit the opportunity and be able to use the digital libraries for the benefit of the user community. The Institutions need various types of databases both off-line and on-line. These databases provide the users required information in conducting their studies. Various electronic resources, such as e-books, e-journals etc. are also widely available in the present time with the development of e-publishing. The advances in information technology have ushered India into an era where various services can be delivered remotely. With the advancement of ERNET, (Its sub-network SIRNET), DELNET, and the NICNET, INFLIBNET, e-mail has gained acceptance and popularity.

The self-financed Institutions have been started their digital arrival. Day to day their collections have been digitized in their library to fulfill the needs of their users/students. Generally the self-financed institutions are established for providing better education. Institutions needs to be a well collected library. So as a institution develops its library, it will be developed itself. Nowadays the digitization of the library collections in self-financed institutions is in a running mode. It has been developed day to day. Many Institutions have completed their digitalized work and started the digital service to their users. But some institutes are not digitized due to some barrier.

Objectives:

There are a number of objectives on this study. The main objectives are:

- To understand the term “Digital Archival”.
- To determine the value of digitalization in academic libraries.
- To know the needs of digital library.
- To know the current trends of digital archivals in Gr. Noida as well as in India.
- To analyses the digital archival initiative in private educational institutions in Gr. Noida
- To know different types of ideas/planning for innovation on digitization
- To evaluate the benefices of digital library traditional library.
- To observe the role of digital library towards growth and development.
- To understand the digitization processing.
- To get knowledge about digital preservation.
- To beware on copyright rules on digital resources.
- To understands the problems of digitalization.
- To find out the solutions for digital barriers.
- To improve the user satisfactory service in library.
- To imagine the future of digitalization.

Scope:

As we know *Library is a growing organism*, Institutions have been taken new steps and an innovation to digitize their library and collection. It is true that every institution must have a library, but all are not digitized. Different institutions have different types of libraries, from classical to digital. They have to group in different categories. Just a few are fully digitized, some are under processing, and some others are at the primary stage. Also all the institutions have not taken the same idea towards digitization, every institute have a different idea of innovation in their own way. It is also depending on the user's demand, where every user has not the same needs. To access digital knowledge, it must be need the appropriate digital device as well as Internet, which are not be used by all the users. Different types of users from different subject field and different area may be cause of no accuracy data, so all the users will be divided in different group/categories to analyze the study.

The scope of the study based on the digitalization process and the innovations in digital era. This study will be covering the self-financed academic libraries in Greater Noida, and their collection development to challenge the needs of their users and providing better education than before. The study will be on a sample study with selected the samples.

The study will identify archival initiated institute ion Greater Noida, subsequently it also evaluate the area of digital archive, after that the study will select five institutes for the study.

There are a large number of libraries and users in this study are which will be taking much time and difficult to study. Hence it is very necessary to choose the sample. Looking at the background of the Institutions, based on which has been running at least last 5years; among all the college/universities, 5 privet colleges have chosen as sample of the study which will be analyzed.

Research Methodology:

The primary method of data collection will be a written questionnaire. A sample will be drawn from the libraries and users under the study. The data will be analyzed and evaluate.

Questionnaire Development: There are fifty questions were designed in such a way to assist in the study as the three basic categories, where the first category on collection, development; the second on service, facilities, benefits; and third categories on the problems & Solutions as feedbacks:

Determining the characteristics of the libraries starts Digital Archival: The first category of the survey sought twenty-two questions to determine the characteristics of institution developed digital Library covering their current trend and future planning. These questions can be broken up into three categories. This category sought to determine the level of the digitization by asking (1) how long the institution had been started digital service, (2) what steps the institution had been taken towards digitalization and (3) What is the future planning for digital development.

Determine the perceived benefits of Digital Library to the users: The second category sought fourteen questions to determine the user satisfactory service, user's benefits. The questions pertain to how the users perceive the use of digital collection as beneficial. The benefits included in the questionnaire were drawn from benefits found in other studies and in benefits from personal experience with Digital Archival.

Determine the problems behind digitalization: The third category sought last fourteen questions belong to the problems in digital library.. These questions will cover the problems of digital development as well as the problems of using digital service. The problems will help to future solution.

Data Analyzing: The type of research conducted in this study is of a descriptive nature. The data gathered from the questionnaire falls into three categories from which it can be analyzed using statistical methods, graphs, tables etc.

Limitations:

The main limitation of the study is that it will be confined to Greater Noida so results may vary if the whole of India is taken together. This study is based on self-financed (private) institutes, so the government, semi-government institutions will not be included. The place of the study is an educational hub, we are able to find so many academic libraries here. Thus the study will not be able to research on public libraries. Traditional library collections and services will not be fully studied; also Library Automation will not be included, because this study is based on digital library only. Hence only the self-financed institutions in Greater Noida which have started digital archival in their library will be part of the sample.

Library is the heart of an educational institution, which adopts and adapts new techniques/ methods and innovations that will be the key to success of the institution. Since technology has grown in leaps and bounds and digitalization has become worldwide, the initiative of digital services in their libraries will be studied only, other departments of the institution will not be taken in this research.

Organization of the study (Tentative chapterisation):

1. INTRODUCTION
 - a. Background
 - b. The Research Problem
2. LITERATURE REVIEW
3. ARCHIVAL INITIATED INSTITUTE IN GREATER NOIDA: INSTITUTIONAL PROFILE
4. ANALYSIS OF QUESTIONNAIRE & INTERPRETATION
5. FINDINGS & CONCLUSION

BIBLIOGRAPHY

APPENDIX

INDEX

Conclusion:

Digital Archival is very necessary to fulfill the challenges and the socio-economic development of a country. This is the day of digital, so why laying on the traditional? Digital library has brought a valuable gift for its users. The day is very near when the users comes to library and ask for a copy of e-books in place of a printed book which carried in pocket and anyone could access any information in anytime, from anywhere through digitalization. Academic Institutions have been developed their curriculums, teaching/learning methods, through digitization. Digitization initiative has been taken a progressive mode in private/self-finance Institutions. The current trend of digitalization of self-financed educational institutions in Greater Noida is neither so good nor so bad. A few institutions have been fully digitized; some digitized half; some on the beginning point of digitization. After all digitalization is an innovation of modern age.

References and Bibliography:

1. Webster's Comprehensive Dictionary. Encyclopedic Ed. 2004. Trident: USA
2. Oxford Advanced Learner's Dictionary. 7th. 2008. Oxford University Press: India
3. Longman Dictionary of Contemporary English. 4th ed. 2003. Pearson: England
4. Malvia, R N. (2008) Digital Library and Academic Society in India. p1-09, 20-27.
5. Markscheffel, B. (2008). Classification of Digital Libraries-An e-Business model-based Approach. Journal of digital Information Management. v6 n1 p71-80.
6. Flecker, Dale. (2003). Digital Archiving: What is involved. EDUCAUSE Review. v38n1. p10-11.
7. Ashenfelder, Mike. (2013). The Library of Congress and Personal Digital Archiving. P31-45.
8. Waugh, Andrew. (2007). The Design and Implementation of an Ingest Function to a Digital Archive. DLib Magazine. V13n11/12.

9. Joshi, S S. (2009). Concept of Digital Libraries: Role of Digital Right Management in the far use of digital material. *Indian Journal of Library and Information Science*. v3n3. p145-149.
10. Jalal, Samir Kumar. (2009). Collection Development in Digital Environment: A Study. *Indian Journal of Library and Information Science*. v3n3. p151-160.
11. Sheela, V. (2010). The Preservation of Digital Information: Issues and Observations. *Journal of Library and Information Science*. v4n3. p223-227.
12. Swain, Dillip K. (2011). Technologies and Trends of Digital Preservation: An Appraisal. *SRELS Journal of Information Management*. v48n3 p305-316.
13. Seifi, Leili. (2011). Digitization and Digital Preservation of Manuscripts in Central Library and Documentation Center, University of Tehran-Tehran, Iran. *SRELS Journal of Information Management*. v48n3 p317-320.
14. Seifi, Leili. (2011). Digitization and Digital Preservation of Heritage Collection in India and Iran: A Comparison. *SRELS Journal of Information Management*. v48n4 p425-431.
15. *Garderen, Peter Van. (2005–2009). Digital Archives.*
<http://archivemati.ca/2005/11/08/digital-archives/> (Visited on 05.05.2014)
16. <http://www.dlib.org/dlib/november07/waugh/11waugh.html> (Visited on 05.05.2014)
17. http://en.wikipedia.org/wiki/List_of_digital_library_projects (Visited on 07.05.2014)
18. <http://digitalpreservation.gov/personalarchiving/photos.html>(Visited on 07.05.2014)
19. <http://digitalpreservation.gov/you> (Visited on 07.05.2014)
20. <http://www.unesco.org/archives/multimedia/index.php?pg=14&pattern=Digital+Archiving+Project> (Visited on 07.05.2014)
21. <http://www.oclc.org/digital-archive.en.html> (Visited on 08.05.2014)
22. <http://dayofdigitalarchives.blogspot.in/>(Visited on 08.05.2014)
23. <http://www.ala.org/alcts/confevents/upcoming/webinar/042914>(Visited on 09.05.2014)
24. <http://www.ilovelibraries.org/articles/digitallibrary>(Visited on 09.05.2014)
25. <http://www.montrealgazette.com/news/Berthiaume+Taking+libraries+into+digital/9788314/story.html> (Visited on 09.05.2014)

1. INTRODUCTION

In 21st century the invention of new technologies has been fulfilled the dreams of human life. Here Impossible has been gone possible and imagine gives real signs day to day. After the inventions of printing press in 1440 by Gutenberg, printed materials have been used which are made available by the systematic efforts of the Authors, Researchers, Publishers, Booksellers, Librarians and Users. After the advent of Information Technology (IT) the situations began changed, the printed information started to be digitized and made available to use through the help of computer devices and networks. The pace of globalization and the growth of new technologies, such as the internet, have been changing the teaching learning methods in schools, colleges, universities and research institutes. Studding will be easier as well as better in coming decades where one can learn in his own time and own place through virtual institutes. There had a great impact on all professional aspects, particularly in knowledge and information sector during ICT revolution in the last decade. The impact of information revaluation and the application of Information Communication Technology (ICT) have been digitalized the educational institutions and taken the lead roles in the growth and development of human beings. Since the invention of printing technology, the Knowledge and information were being preserved in printing form, but now days It can be stored in electronically form also. The concept of library is not only preserve, process information/knowledge through print sources (books, journals, newspapers etc.), but also electronic forms (e-books, e-journals etc.). The Internet has added a new dimension to Information Technology and knowledge sharing platforms such as Digital Library, E-learning, Knowledge management etc. Since the ICT revaluation, there has been a rapid development in libraries which facilities to access by anyone at anytime from anywhere. As the digitalization of information process, the digital libraries steadily increased, the day will be very near when the complete breakthrough of digital libraries into the Gutenberg Galaxy.

“Digital Archival” is the *digital form of archival*. In other word *“Digital Archival”* means organizing, preserving, and providing access to information and material in digital way. *“Digital Archival”* is very synonymous meaning to *“Digitization”*. These archival (interesting archive material) related services are merely used in Library and Information Centre. Hence this study on *“Digital Archival”* is a Study of *“Digital Library”*. The research topic ***“Digital Archival initiative of self-financed Institutions in Greater Noida”*** is based on digital archival/library which is covered the digitization process and the current trend, future planning on digitization of self-financed Institutions in Greater Noida. The digital archival of self-financed Institutions has been initiative. Day to day their collections have been digitized in their library to fulfill the needs of their users/students. Today in the compilation market Institutions need to be on the top of rankings through good placement, better teaching, beautiful infrastructure, peaceful environment and a well collected library. As a institution develops its library, it will be developed itself, so nowadays, the digitization of the library collections in self-financed institutions is in a running mode. It has been developed day to day. Many Institutions have completed their digitalized work and started the digital service to their users. But some institutes are not digitized due to some barrier.

1.1 Objectives:

The objectives of this study are:

- To understand the term “Digital Archival”.
- To determine the value of digitalization in academic libraries.
- To know the needs of digital library.
- To know the current trends of digital archivals in Gr. Noida as well as in India.
- To analyses the digital archival initiative in private educational institutions in Gr. Noida
- To know different types of ideas/planning for innovation on digitization
- To evaluate the benefices of digital library traditional library.
- To observe the role of digital library towards growth and development.
- To understand the digitization processing.
- To get knowledge about digital preservation.
- To beware on copyright rules on digital resources.
- To understands the problems of digitalization.
- To find out the solutions for digital barriers.
- To improve the user satisfactory service in library.
- To imagine the future of digitalization.
- To examine the reasons behind and issues involved in digitization projects at archival repositories.

1.2 Digital Archival:

Archive is a place of storing data/information of historical records. Where the Archive works in digital environment is known as “*Digital Archive*”. The functions are digital in a digital archive, its storing digital as well as serve digital. In other hand, “*Digital Archival*” is the digital form of archival process of information, document and material i.e. reorganizing, preserving, providing access in digital way. “*Digital Archival*” is very synonymous meaning to “*Digitization*”. These archival (interesting archive material) related services are merely used in Library and Information Centre. Hence this study on “Digital Archival” is a Study of “*Digital Library*”.

1.2.1 Definition:

The Longman Dictionary (Longman Dictionary of Contemporary English.4th ed.2003.) also define archive as “Technical Copies of a computer files that are stored on a disk or in the computer’s memory in a way that uses less space than usual so that the computer can keep them long time” It is quite refers to a digital way of preserving data/information/knowledge which has been preserved through Digital Library.

Archival is the adjective form of *archive*, which means interesting archive materials. (Longman Dictionary of Contemporary English.4th ed.2003.) An archive is a place where public and Historical records are kept (Webster’s Comprehensive Dictionary. Encyclopedic Ed. 2004). In general, archives consist of records that have been selected for permanent or long-term preservation on grounds of their enduring cultural, historical, or evidentiary value. Archival records are normally unpublished and almost always unique, unlike books or magazines for which many identical copies exist. This means that archives are quite distinct from libraries with regard to their functions and organization, although archival collections can often be found within library buildings. The plural form *archives* is chiefly used when referring to historical records or the places they are kept, The computing use of the term 'archive' should not be confused with the record-keeping meaning of the term.

Wikipedia (www://en.wikipedia.org) defines *archive* as an accumulation of historical records, or the physical place they are located. Archives contain primary source documents that have accumulated over the course of an individual or organization's lifetime, and are kept to show the function of that person or organization. Professional archivists and historians generally understand archives to be records that have been naturally and necessarily generated as a product of regular legal, commercial, administrative or social activities. They have been metaphorically defined as "the secretions of an organism" and are distinguished from documents that have been consciously written or created to communicate a particular message to posterity.

A person who works in archives is called an archivists. The study and practice of organizing, preserving, and providing access to information and materials in archives is called archival science. The physical place of storage can be referred to as a 'repository' or an 'archives'. A person who works in archives is called an archivist. Hence Archival means to the services of an archive like organizing, preserving, and providing access to information and material.

In general, archives consist of records that have been selected for permanent or long-term preservation on grounds of their enduring cultural, historical, or evidentiary value. Archival records are normally unpublished and almost always unique, unlike books or magazines for which many identical copies exist. This means that archives are quite distinct from libraries with regard to their functions and organization, although archival collections can often be found within library buildings.

1.2.2 Historical Evolution:

The word '*archive*' originally developed from the Greek word '*arkheion*', which refers to the home or dwelling of the Archon (chief magistrate), in which important official state documents were filed and interpreted under the authority of the Archon. The adjective formed from archive is archival. The use of keeping official documents is very old. Archeologists have discovered archives of hundreds (and sometime thousands) of clay tablets going back to the third and second millennia BC in sites like Ebalá, Mari, Amarna, Hattusas, Ugarit, Pylos. These discoveries have been fundamental to know ancient alphabets, languages, literatures and politics.

Archives were well developed by the ancient Chinese, the ancient Greeks, and ancient Romans (who called them *Tabularia*). However, they have been lost, since documents were written on organic materials like papyrus and paper. On the contrary, many archives founded since Middle Age by churches, kingdoms and cities survive and often have kept their official status uninterruptedly till now. They are the basic tool for historical research on these ages.

Modern archival thinking has many roots in the French Revolution. The French National Archives, who possess perhaps the largest archival collection in the world, with records going as far back as A.D. 625, were created in 1790 during the French Revolution from various government, religious, and private archives seized by the revolutionaries. Nowadays, Government archives include those maintained by local and state government as well as those maintained by the national government

National Archives:

In the United States, National Archives and Records Administration (NARA), maintains central archival facilities in the District of Columbia and College Park, Maryland, with regional facilities distributed throughout the United States. In the UK the National Archives (formerly known as the Public Record Office) is the government archive for England and Wales. The National Archives of Scotland, located in Edinburg, serve that country while the Public Record Office of Northern Ireland in Belfast is the government archive for Northern Ireland. The French Archives Administration in the Ministry of Culture manages the National Archive. In Taiwan, the National Archives Administration are located in Taipei. In India the National Archives (NAI) are located in New Delhi.

Commercial Archives:

Archives located in for-profit institutions are usually those owned by a private business. Examples of prominent business archives in the United States include Coca-Cola (which also owns the separate museum World Coca-Cola), Procter and Gamble, Motorola Heritage Services and Archives, and Levi Strauss & Co. These corporate archives maintain historic documents and

items related to the history and administration of their companies. Business archives serve the purpose of helping their corporations maintain control over their brand by retaining memories of the company's past. Especially in business archives, records management is separate from the historic aspect of archives. Workers in these types of archives may have any combination of training and degrees, from either a history or library background. These archives are typically not open to the public and only used by workers of the owner company, though some allow approved visitors by appointment. Business archives are concerned with maintaining the integrity of their company, and are therefore selective of how their materials may be used.

Academic Archives:

In colleges, universities, and other educational facilities are typically housed within a library and duties may be carried out by an archivist. Professors may also run a smaller archive. Academic archives exist to preserve and celebrate the history of their school and academic community. An academic archive contain items such as the administrative records of the institution, papers of former professors and presidents, memorabilia related to school organizations and activities, and items the academic library wishes to remain in a closed-stack setting, such as rare books or thesis copies. Access to the collections in these archives is usually by prior appointment only; some have posted hours for making enquiries. Users of academic archives can be undergraduates, graduate students, faculty and staff, scholarly researchers, and the general public. Many academic archives work closely with alumni relations departments or other campus institutions to help raise funds for their library or school.

1.2.3 Digital Archives at a Glance:

The Digital Archive provides a secure storage environment for you to easily manage and monitor the health of your master files and digital originals.

1.2.3.1 Benefits:

- **Easy to implement-** Designed with a variety of digital content workflows in mind.
- **Efficient to use-** Builds preservation into our workflow with few or no additional steps.
- **Tiered pricing-** The Digital Archive provides tiered pricing to grow with us as our digital collections grow.
- **Allows us to act now-** Built with the future in mind, but allows us to start now.
- **Gives us control.** The Digital Archive ensures us to know:
 - Exactly where our content is,
 - The health of each file in our digital collection and
 - How our content is being managed.

1.2.3.2 Features:

- Secure, managed storage
- Automated monitoring and reports
- Simple, straightforward workflows
- Optional integration with content for preservation

1.2.3.3 Digital Archives of OCLC:

In 1967, a small group of library leaders believed that working together; they could find solutions to the day's most pressing issues facing libraries. They began with the idea of combining computer technology with library cooperation to reduce costs and improve services through shared, online cataloging. Today, as technology has made the world smaller and the reach of libraries greater, OCLC has grown into a worldwide organization in which 16,737 libraries, archives and museums in 170 countries are members. And the OCLC cooperative is helping libraries define their place in the digital world with new web scale services that amplify and extend library cooperation even further.

1.2.3.4 Digital Archiving Project of UNESCO:

The 1972 Convention on World Cultural and Natural Heritage identified monuments, sites and landscapes of outstanding, universal value for the whole of humanity by inscribing them in the World Heritage List. However, this Convention was not applicable to intangible cultural heritage, numerous forms of which are in danger of disappearing, threatened by cultural standardization, armed conflicts, tourism, industrialization, the rural exodus, migrations and the degradation of the environment. Since then, oral and intangible heritage has become internationally recognized as a vital factor for the promotion of cultural identity, playing a crucial role in national and international development, in tolerance and harmonious interaction between cultures. In order to safeguard, transmit and revitalize this extremely precious asset of the human cultural treasury and to maintain the world's cultural diversity, UNESCO therefore created a new international distinction entitled "Proclamation of Masterpieces of the Oral and Intangible Heritage of Humanity". Nineteen cultural works were proclaimed masterpieces in May 2001 at the First Proclamation.

Conservation measures applicable to the physical heritage are not appropriate for the intangible heritage. It is necessary therefore to establish digital archives by recording these cultural expressions on both visual and audio media to facilitate their survival and transmission to future generations. Furthermore, bringing culture into the digital environment is a pre-requisite for any national and international information policy. Thus, original recordings must be of the highest quality, easily downloaded by most information systems. UNESCO has therefore started the process of recording and archiving these forms of cultural expressions with the most advanced digital technology in order to preserve the images and sounds of these masterpieces.

1.3 Digital Library: An Overview:

The Digital Library represents digitized version of basic components library that is book, documents, retrieval system, archival, Information processing, dissemination and stand alone/shared access mostly aided by or unaided by the information worker. Thus digital library evokes an impression of change perspective of carrying out information sources, acquisition policy, methods of storage and preservation, approaches to technical process like classification and cataloguing, modes of interaction with information resource by the users, communication system, networks and dramatic shifts in intellectual, organizational and economic practices. Digital libraries contain diverse collections of information for use by many different users. Digital libraries range in size from tiny to huge. They can use any type of computing equipment and any suitable software.

1.3.1 Definition:

According to Michel Lesk (1997), “Digital Libraries are organized collections of digital information. They combine the structuring and gathering Information, which libraries and archives have always done with the digital representation that computers have made possible. Digital Information can be accessed rapidly around the world, copies for preservation without error, stored, compactly and searched very quickly. A true digital library also provides the principles governing what is included and how the collection is organized”.

Gladney et al. gave the most comprehensive definition of the digital library as “A digital library is an assemblage of digital computing, storage, and communications machinery together with the content and software needed to reproduce, emulate, and extend the services provided by conventional libraries based on paper and other material means of collecting, cataloguing, finding, and disseminating information. A full service digital library must accomplish all essential services of traditional libraries and also exploit the well known and advantages of digital storage, searching and communication”.

Oppenheim and Smithson lays emphasis on digital technology and said that “Digital Library is an information service in which all the information resources are available in computer processable form and functions of acquisition, storage, preservation, retrieval, access and display are carried out through the use of digital technologies”. Gladney et al. gave the most comprehensive definition of the digital library, “A digital library is an assemblage of digital computing, storage, and communications machinery together with the content and software needed to reproduce, emulate, and extend the services provided by conventional libraries based on paper and other material means of collecting, cataloguing, finding, and disseminating information. A full service digital library must accomplish all essential services of traditional libraries and also exploit the well known and advantages of digital storage, searching and communication”.

The virtual Library is known as digital library or e-library. Terence R Smith (1997), defined digital libraries as “Controlled collection of information bearing objects (IBO) that are in digit form and that organized accessed, evaluated and used by means of heterogeneous and extensible set of distributed services that are supported by digital technology”

1.3.2 Need & Requirement of Digital Library:

Digital Libraries can help to move the nation towards realizing the enormously powerful version of any time-access to the best and the latest of human thought and culture, overcoming all geographical barriers. Digital Library becomes so important for India, several ministries, institutions; NGOs, Private bodies and other have initiated national and regional level capacity building initiatives on digital library. As digital libraries are of great importance in India, as it faces tremendous shortage of good libraries which affects the learning of students/scholars to a great deal. Hence it is necessary to create consortium of Libraries-reason wise in the country in order to share the information which these libraries have. Therefore, it is necessary to think of creating consortium of libraries at the national level. New products, technologies, and opportunities continue to emerge, however and the future of e-books looks bright, especially if easier on-screen reading and more flexible, customer-oriented, licensing can be realized (John Cox).

Where contain matches need, the e-book can support the academic mission effectively, saving time and adding values as a collective online reference sources rather than a set of individual titles. The academics need various types of databases both off-line and on-line. These databases provide the users required information in conducting their studies. Various electronic resources, such as e-books, e-journals etc. are also widely available in the present time with the advancement in electronic publishing. Many journals are now available only in the electronic form. Accessing such resource is inevitable for the academic community to update their knowledge.

1.3.3 Development of Digital Library:

In the mid 1995's a change began which ultimately developed into what is collectively known as the Internet. The National Science Foundation (NSF) is a U.S. government agency whose purpose is to promote the advancement of science. In 1985, this organization connected five supercomputers around the country with a high-speed communications network. Internet is becoming the most important source of information with the exponential growth of digital information. The internet has emerged as a boom to the academic community by facilitating access to a treasure of information on the web, which can be used for study, teaching, and research.

The use of computer network in our country has come of age now. With the advancement of ERNET, (Its sub-network SIRNET), DELNET, and the NICNET, INFLIBNET, e-mail has gained acceptance and popularity and networks have become an indispensable mode of information seeding and distribution in a number of campuses and laboratories. Certainly, the infrastructures yet to catch up with the demand and to provide internet access to all the institutions that require it. The library professionals have to upgrade their professional skills in order to exploit the opportunity and be able to use the digital libraries for the benefit of the user community. The internet and other advances in information technology have ushered India into an era where various services can be delivered remotely.

DELNET:

Developing Library Network (Formerly Delhi Library Network) was initiated efforts for the establishment in January 1988 by the India International Centre. It is the first operational library network in India. It was started as a project of the India International Centre in January 1988 with the initial, financial and technical assistance by National Information System for Science and Technology (NISSAT), Department of Scientific and Industrial Research, Govt. of India. It was registered as a society in June 1992 under the Societies Registration Act of 1860 and is currently being promoted by the National Informatics Centre (NIC), Planning Commission, Govt. of India and India International Centre, New Delhi

1.3.4 Components of Digital Library:

Components required for a digital library can broadly divide into the following five categories:

1. Collection Infrastructure
2. Access Infrastructure
3. Computer and Network Infrastructure
4. Digital Resource Organization
5. Manpower Resource

Collection Infrastructure: The Most Important component of a digital library is the digital collection it holds has access to viability and extent of usefulness of a digital library would depend upon the critical mass of digital collection it has. The collection in a digital library would consist of

- Collection acquired in digital media (CD ROM/DVD ROM, magnetic media etc.)
- Access brought for the external digital collections
- Converting datasets that has born digital
- Conversion of existing print media into digital format
- Creating portal sites or gateways to the electronic collections available on the web
- Providing integrated access interface.

Access Infrastructure: Consisting of search and browsing infrastructures, Information retrieval in digital library and portal or knowledge gateways.

Computer and Network Infrastructure: A typical digital library in a distributed client server environment consists of hardware and software components at server side as well as at client's side. Lot of software products are available in the market place.

Digital Resource Organization: There is a need to organize digital sources in a scientific manner with international standards. The concepts of URL, persistent URL, Universal Resource Name (URN) and Digital Object Identified (DOI) need to be taken into consideration. There is a necessity to have uniform resource characteristics or metadata in digital library.

Manpower Resource: Digital Libraries need digital librarians. There is a need to completely restructure the library and information science portion so as to provide effective training to the potential all LIS manpower in the new digital environment. On the other hand, there is an urgent need not only to impart training to the existing professionals, but also to motive them to accept the challenges put forth by the new technology.

1.4 Limitation:

As per the fifth law of library science *Library is a growing organism*, Institutions have been taken new steps and an innovation to digitize their library and collection. It is true that every institution must have a library, but all are not digitized. Different institutions have different types of libraries, from manual to digital and traditional to modern. Just a few are fully digitized, some are under processing, and some others are at the primary stage. Every institute have a different idea of innovation in their own way. It is also depending on the user's demand, where every user has not the same needs.

1.4.1 Value & Advantage:

Digitization is a labor-intensive process by which physical or manual records are converted into digital form. Data digitization services offer a very good opportunity for India, due to the relatively lower costs and technical skills available. The Geographical Information system (GIS) is a collection of tools and methods that are used in a digital environment for the study of spatial information. Most libraries today are reevaluating their information delivery services in this new world of digital information and many are contemplating the digitization of collections within their own holdings for a wide variety of reasons and purposes. The technology available today is capable of establishing the digital libraries which can greatly enhance their services, skills and prestige. (Sarah Kim. *Digital archives research blog*) recently, many IT companies are offering cloud computing services as massive data storage (<http://personaldigitalarchives.blogspot.com/>). IT researchers and practitioners often call cloud computing a new paradigm for computing. In fact, many people are already using cloud services to conduct their work and/or non-work related activities i.e. Gmail, Google Docs, Dropbox and many other. Cloud storage has a potential as a future platform for personal digital archives as well as digital storage of memory (Institutions-Interesting survey results of National Digital Stewardship Alliance member preservation storage systems).

1.4.2 Disadvantage:

The main disadvantage is violence of copyright rule and Intellectual Property Right (IPR). To access digital knowledge, it must be need the appropriate digital device as well as Internet, which are not available to all the users. The users must have to trained first before using the digital data. Sometimes accessing speed make the great problem due to its poor and slow connectivity.

1.5 Methodology:

The primary method of data collection will be a written questionnaire. A sample will be drawn from the libraries and users under the study. The data will be analyzed and evaluate.

Questionnaire Development: There are fifty questions were designed in such a way to assist in the study as the three basic categories, where the first category on collection, development; the second on service, facilities, benefits; and third categories on the problems & Solutions as feedbacks:

Determining the characteristics of the libraries starts Digital Archival: The first category of the survey sought twenty-two questions to determine the characteristics of institution developed digital Library covering their current trend and future planning. These questions can be broken up into three categories. This category sought to determine the level of the digitization by asking

- (1) How long the institution had been started digital service,
- (2) What steps the institution had been taken towards F and
- (3) What is the future planning for digital development.

Determine the perceived benefits of Digital Library to the users: The second category sought fourteen questions to determine the user satisfactory service, user's benefits. The questions pertain to how the users perceive the use of digital collection as beneficial. The benefits included in the questionnaire were drawn from benefits found in other studies and in benefits from personal experience with Digital Archival.

Determine the problems behind digitalization: The third category sought last fourteen questions belong to the problems in digital library. These questions will cover the problems of digital development as well as the problems of using digital service. The problems will help to future solution.

Data Analyzing: The type of research conducted in this study is of a descriptive nature. The data gathered from the questionnaire falls into three categories from which it can be analyzed using statistical methods, graphs, tables etc.

1.6 Scope:

As we know “*The Library is a growing organism*”, Institutions have been taken new steps and an innovation to digitize their library and collection. It is true that every institution must have a library, but all are not digitized. Different institutions have different types of libraries, from classical to digital. They have to group in different categories. Just a few are fully digitized, some are under processing, and some others are at the primary stage. Also all the institutions have not taken the same idea towards digitization, every institute have a different idea of innovation in their own way. It is also depending on the user’s demand, where every user has not the same needs. To access digital knowledge, it must be need the appropriate digital device as well as Internet, which are not be used by all the users. Different types of users from different subject field and different area may be cause of no accuracy data, so all the users will be divided in different group/categories to analyze the study. The scope of the study based on the digitalization process and the innovations in digital era. This study will be covering the self-financed academic libraries in Greater Noida, and their collection development to challenge the needs of their users and providing better education than before. The study will be on a sample study with selected the samples.

The study will identify archival initiated institution Greater Noida, subsequently it also evaluate the area of digital archive, after that the study will select five institutes for the study. There are a

large number of libraries and users in this study are which will be taking much time and difficult to study. Hence it is very necessary to choose the sample. Looking at the background of the Institutions, based on which has been running at least last 5years; among all the college/universities, five privet colleges have chosen as sample of the study which will be analyzed.

2. LITERATURE REVIEW

2.1 Review of literature:

Meera, B.M. etc (2013), studied, Facets of digital data dissemination, namely RRI Digital repository and Imprints collection, are two methods in which science communication can happen in the digital world. They discussed the design, novelty and functionality of these facets as an archive, comprising a collage of profiles and publications of RRIians whose imprints on the sands of time have been culled and collated for posterity. RRI Digital repository makes use of DSpace to preserve and showcase the research papers in text format, audio/video of lectures and images. Imprints collection is designed using Dreamweaver software. Images are uploaded using Jalbum.net software. DSpace: An Open-source software meant for managing digital assets can be used as a platform to develop a modern genre of data dissemination. An example to this end is the Imprints collection, a bio-bibliographic database with many valuable additions showcasing the digital scholarship of an institute with archival value. Practical implications of both RRI digital repository and imprints collection is to act as support service to enhance the creativity and collaboration among scientists of the institute within and across different research institutes in the country and across the world. Further, ResearcherID embedded in the profile pages of scientists helps scientometricians in citation analysis. Novelty associated with imprints collection in science communication using DSpace data is the strength of this tool. This is a unique style of digital data dissemination with supporting links between authors, their persona, their papers, lectures and photographs.

Stuart (2013), studied with an emphasis on the switch from analog to digital, and the emergence of Web 2.0 technologies, online photo management sites, and camera phones. It has changed the methods for capturing, organizing, and sharing photographs. In addition, the emergence of Web

2.0 technologies and camera phones have begun to fundamentally change the way that people think about images and the kinds of things that people take photographs.

Myburgh and Tamaro (2012), Studied the chief objective of the Digital library program is to prepare information intermediaries for effective contribution to their particular communities and societies, in order to assist present and future generations of digital natives to negotiate the digital information environment effectively. This includes, for example, the necessity for digital librarians to be able to teach cultural competency, critical information literacy and knowledge value mapping, as well as understanding the new standards and formats that are still being developed in order to capture, store, describe, locate and preserve digital materials. Changes in the environment – political, economic, social, educational and technological – have demanded changes in many areas of work, most particularly in the roles and tasks of those involved in the preservation and transmission of cultural heritage, and interpersonal information intervention. Sending, storing and receiving digital information are commonplace activities, and now formally constructed digital libraries constitute an important component of this virtual information environment. Similar to traditional physical libraries, digital libraries are constructed for particular purposes, to serve particular clienteles or to collect and provide access to selected information resources (whether text documents or artifacts). Information intermediaries – or digital librarians – in this transformed information environment must learn new skills, play different roles and possess a new suite of competencies.

Clough, Paul etc. (2011), had a case study at the UK National Archives. The National Archives (TNA) is the UK Government's official archive. It stores and maintains records spanning over a 1,000 years in both physical and digital form. Much of the information held by TNA includes references to place and frequently user queries to TNA's online catalogue involve searches for location. The purpose of this paper is to illustrate how TNA have extracted the geographic references in their historic data to improve access to the archives. To be able to quickly enhance the existing archival data with geographic information, existing technologies from Natural Language Processing (NLP) and Geographical Information Retrieval (GIR) have been utilized and adapted to historical archives. They found enhancing the archival records with geographic

information has enabled TNA to quickly develop a number of case studies highlighting how geographic information can improve access to large-scale archival collections. The use of existing methods from the GIR domain and technologies, such as Open Layers, enabled one to quickly implement this process in a way that is easily transferable to other institutions.

Cushing (2010) highlighted the archives and records management tradition in an attempt to introduce the literature to the broader discussion on personal digital archives being had by the personal information management tradition. He found many of the personal digital archiving challenges that Marshall identifies are related to discussions in the archival community. The author suggests that certain aspects of the archival literature may be utilized to address Marshall's identified challenges. Lastly, future collaborations between members of the archival community and members of the personal information management community may prove useful in addressing the challenges of personal digital archiving.

Adam (2010), studied on preservation authenticity. In this increasingly digital world, archivists have had to reconsider early definitions and measures of authenticity in order to ensure their applicability to the process of preserving digital records. In his study He explores the complexities involved in defining and preserving the authenticity of digital files. He highlights the inherent challenge of establishing and maintaining pertinent criteria for authenticity when archivists are, for the most part, electing to reformat and effectively change digital records in order to ensure their long-term preservation.

Chih-Ming Chen and Chia-Chi Chen (2010), studied on Digital Archives, finally they had found the learning performance and the satisfaction of learners in the experimental group during problem-based learning (PBL) processes supported by digital archival resources were superior to those of control-group learners who were supported by search engine resources; compared with search engine resources, the digital archival resources provide benefits in the learning phase, such as “action” (i.e. doing), in the proposed PBL mode, which has three learning phases; and compared with resources accessed through the Google search engine, PBL supported by digital archival resources should enhance searching performance and thereby increase learner

willingness to use digital archives during e-learning. Using digital archives to support e-learning is a new trend in the library sciences field; however, few studies have developed useful learning modes for effective e-learning supported by digital archives. Evidential research related to e-learning supported by digital archives is also lacking; most studies used digital archives as digital course materials, thus ignoring the principal property of digital archives – excellent resource organization.

Peter Williams, Leighton John etc. (2009), described in their paper that how people create, organize, manage, use and dispose of their personal digital archives. The context for this is the increasing volume and diversity of digital information objects being captured and stored by individuals in their personal capacities and the need to find ways to preserve this material for posterity. His findings - Individuals exhibit great diversity in terms of personal information management and digital archiving practice at just about every point in the digital information cycle much more so than is the case in formal repositories. Practices exhibited are not always conducive to efficient document management. This represents a very keen challenge for professional curatorial practice. Little is known about how individuals manage digital information resources in their personal capacity, outside of their corporate or institutional employment. Yet both individuals on their own and professional curators on behalf of repositories are increasingly being faced with the challenge of how to deal with digital media. It is hoped that this paper will contribute to a growing debate in this area.

Waugh, Andrew (2007) commissioned the digital archive and shared his experience with ingesting digital objects. The Public Record Office Victoria (PROV) commissioned a digital archive in late 2005. During the design and implementation of this digital archive, considerable attention was paid to the ingest function that accessions digital objects into the archive. In particular, the archive was designed to process large transfers, and particular care was taken to support archivists in managing the transfer and handling the inevitable errors. In this article we describe the design of the ingest function, and the lessons we have learnt about ingest.

Waugh, Andrew has suggested the following:

- Reconsider the processing area. The transfer archivists are using the validation step to weed out 'bad' objects (or complete sets), and then correct and resubmit the objects in a new set. Consequently, the processing area is rarely used for its intended purpose, and it was an expensive component to build. Were we to implement an ingest function again, we would consider whether it was necessary to provide an area where digital objects could be inspected and minor repairs undertaken. And, if so, whether this function could be provided in another way.
- Reduce management interaction. Requiring archivists to manually approve the movement the set by setting parameters when the set was created, and not by performing operations on the set in the processing area.
- Eliminate the first control point (i.e. after validation) and allow sets to automatically move from the inbox to quarantine. The reports would still be generated. The archivist could review them at any time and, if required, delete the set from quarantine.
- Retain the final approval point to allow archivists to formally decide whether to accept responsibility for the set.
- We would, however, be cautious about over automation as users may feel that they have lost control over the process.
- Add functions to set the priority and quarantine period individually on sets.

Currently, sets are processed on a 'first come first served' basis with a system wide quarantine period. There is also no time-sharing. Sets are processed to completion before another set is commenced. This means that high priority sets (e.g. required for a public launch) are often stuck behind low priority sets, and sets with a low risk profile sit for a long period in the quarantine area. It would be desirable to be able to set a priority (based on importance, quantity, or size) and for the archive to process them according to the priority.

Vassie (2007), studied to explore some of the issues surrounding the future of microfilm in a digital age with particular reference to historical archive materials. He found “Sales figures from Japan for microform publications show a decline of 60 per cent over the last ten years. Recent demand falls in the niche market of print-on-demand microfilms and archival collections

requested by academic institutions”. He discusses the pros and cons of preservation methods for archival material in various formats, i.e. digital, and the role of microfilm in archival publishing, and explores current issues of copyright, pricing policies and the long-term future for microfilm use within research and archival collections.

Spence (2006), studied to assess the Open Archival Information System (OAIS) model from the perspective of small organizations and to offer a tentative methodology for the provision of a standard framework to serve the movement and preservation of digital materials and associated metadata between organizations, maintaining OAIS compliance throughout. His findings, provides a conceptual example of how the OAIS model can be used in a multiple transfer context, working through three scenarios for one function of the standard. Describes how the research will be carried forward to complete the analytical framework and test with a real digital deposit. His implications provide a means by which small organizations can begin to consider the preservation of their digital assets and assess their position in relation to the OAIS model.

Altenhöner (2006), studied on a project on “Co-operative development of a long-term digital information archive”– Within the project, the project partners DDB and SUB Göttingen are developing software for the input and access of data, which will be released under an open-source license. The system will be implemented in accordance with international standards for long-term archiving and metadata within the Open Archival Information System (OAIS) framework. The project partners, Die Deutsche Bibliothek (DDB), Göttingen State and University Library (SUB Göttingen), IBM Deutschland GmbH and the Gesellschaft für wissenschaftliche Datenverarbeitung mbH Göttingen (GWDG), will establish a cooperatively transferable solution for cultural heritage institutions, as well as for business and industry. One of the unresolved problems of the global information society is ensuring the long-term accessibility of digital documents. The project kopal tackles this problem head-on: in a three-year project kopal's objective is the practical testing and implementation of a cooperatively created and operated long-term archival system for digital resources.

Robert Fox (2006), discussed in his study that It is increasingly important for digital libraries to consider how internet-based applications can share data and provide standardized means for exposing content and allow more sophisticated querying to occur. His study is particularly important for digital libraries that maintain archival, rare materials and research archives to be aware of and use web services to share and syndicate their important and valuable content. Web services, which are a model for this purpose, has been in development for several years and yet has not been widely adopted by libraries maintaining digital repositories and applications containing other digital content. The basic technology for web services is examined, along with several examples of web service protocols in use as well as several instances of how various organizations are taking advantage of those technologies. Web services and related protocols hold much promise for digital libraries and digital repositories.

Brown (2006), have found on his study – Despite the need to divert existing resources or to attract new ones, digitization is becoming a core activity in many archives. Digitization projects should be of value to information professionals interested in the use of new technology by the archival profession. Many of the issues raised are cross-sectoral and not just of interest to the archival world but to anyone with a role in preserving and using records.

Seadle (2004), studied on Sound Preservation. The simplest part of sound preservation involves technology and its application. The real complexities lie in a mix of social legal, and financial issues. The social issues include how archivists, curators, librarians, historians, or anyone with limited engineering, computing, and other technical training can evaluate competing claims and risks. The legal issues include copyright and the risks that an institution may choose to take about what constitutes fair use and preservation copying. The financial issues include how much of what quality of preservation an institution can afford, and for how many of the items in its collection.

Gracy and Cloonan (2004), studied on the Preservation of Moving Images. Moving images represent a category of material which has historically received short shrift in most libraries and archives. Film, video, and now digital images form a significant part of many library and

archival collections, however, and can be found in many formats and genres. Despite the ubiquity of such media in cultural institutions, the majority of libraries and archives owning collections of moving images have neglected these holdings—with the specific exception of those few archives devoted primarily to the care and preservation of moving images.

Sexton and Turner (2002), also studied on EAD, he discussed the use of Encoded Archival Description (EAD) as a metadata framework within applications that are primarily concerned with the provision of access to digital forms of archive documents. These digital forms are transcripts encoded using the Text-Encoding Initiative (TEI) and images. He argues that EAD, as it currently stands, is focused on the provision of metadata for original archive documents rather than for digital forms of originals, and it explores where metadata about originals and their digital forms converge and diverge. It suggests how the EAD framework can be expanded to allow for the capture of adequate metadata about both types of document and asserts that such expansion enables EAD to act as a more complete and comprehensive metadata framework in online environments.

Banski (2002), described the application of the Dublin Core metadata scheme for the digital collections, the Alberta Folklore and Local History, housed at the University of Alberta Libraries. It highlights the metadata needs for describing an archival collection, a detailed metadata encoding structure, the metadata authority guidelines, and the use of controlled vocabulary. It concludes that the extended Dublin Core metadata element set derived from this project is also feasible for describing other locally developed digital collections.

Bekaert, Jeroen etc. (2002), studied on Metadata-based access to historical archive collections. Their study presents a brief overview of what is meant by a digital library and a digital archive, and how archival collections can be described. It expresses briefly the different approaches to collections and their descriptions and suggests that a consistent approach to descriptions at collection and item level is an important factor in initiatives which seek to provide integrated access to distributed resources, whether those resources are traditional or digital.

Hampson (2001), shared his Practical experiences of digitization in the BUILDER Hybrid Library Project, in analyzing document attributes, digitization options, archival and delivery formats and detailing specific costs, there are two key lessons identified.

- Firstly, that scanning is only one stage in a complex workflow of inter-related activities involved in delivering a digital resource; and
- Secondly that costs need to be monitored as these can accrue very quickly due to the intensive use of staff resource involved in developing digitization products.

It rests with library managers to define where digitization fits into their institutions, if at all, based on local needs and the collections they manage.

Peis, Eduardo etc. (2000), studied on Encoded archival description (EAD). The eventual adaptation of archives to new technological possibilities could begin with the creation of digital versions of archival finding aids, which would allow the international diffusion of descriptive information. The Standard Generalized Markup Language (SGML), document type definition (DTD) for archival description known as encoded archival description (EAD) is an appropriate tool for this purpose.

2.2 Digitization Projects around World - A View:

S L	Name of the Project	Service Provider	Description
1	Ahlul Bayt Digital Islamic Library Project	Ahlul Bayt Digital Islamic Library Project	Islam Archival
2	Aozora Bunko	Aozora Bunko	Japanese language
3	Arnetminer	Arnetminer	Computer science & Information science
4	Arts and Humanities Data Service	King's College London	Arts & Humanities
5	ArXiv	Cornell University	Science
6	L'Association des Bibliophiles Universels	Conservatoire National des Arts et Métiers	French literature
7	Atoll Digital Library	Atoll Digital Library	General
8	Ludwig von Mises Institute: Literature	Ludwig von Mises Institute	Libertarianism & Economics
9	Avalon Project	Yale Law School	Legal studies & History
10	Baen Free Library	Baen Books	Science Fiction & Fantasy
11	powerdata digital library	powerdata Digital Library	Science
12	Biodiversity Heritage Library	BHL Member Institutions	Natural history, botany, zoology, 112,000+ vol.; 40 million+ pg.
13	Bookshare	Benetech	General
14	British History Online	Institute of Historical Research, the History of Parliament Trust, and the University of London	History
15	British Library: Online Gallery	British Library	General
16	California Digital Library		
17	Carrie		
18	CERN Document Server	CERN	Science
19	Center for Research Libraries		General
20	Chinese Text Project	Chinese Text Project	Chinese classic texts
21	Christian Classics Ethereal Library		
22	Choral Public Domain Library		
23	CiteSeerX	Pennsylvania State University	Computer science & Information science
24	Civil Rights Litigation Clearinghouse		Civil Rights
25	The Collection of Computer Science Bibliographies		
26	The Complete Works of Charles Darwin Online		Biology
27	Cornell University Library Windows		

	on the Past		
28	D-Scribe Digital Publishing	University of Pittsburgh	various academic
29	Digital Accounting Collection		Accounting
30	Digital Bibliography and Library Project		
31	Digital Comic Museum		Comic books
32	Digital Himalaya		Himalayas
33	Digital library for Dutch literature		
34	Digital Library of Georgia		General
35	Digital Library of India		A Collection of 325473 Volumes
36	Digital Media Repository	Ball State University	Arts & Humanities, Middletown studies
37	Digital Public Library of America		General
38	Digital South Asia Library	University of Chicago	South Asia
39	Directory of Open Access Journals		General
40	Domínio Público		
41	EEBO - Early English Books Online		
42	eGranary Digital Library	University of Iowa.	Educational resources from over 2,000 Web sites and hundreds of CD-ROMs. A collection of 30 million+ Vol.
43	EuroDocs: Online Sources for European History		
44	Europeana		A Collection of 10,000,000+ Vol.
45	The European Library		General
46	European NAVigator		
47	Gallica		
48	FRASER (Federal Reserve Archival System for Economic Research)	Federal Reserve Bank of St. Louis	Economics
49	Greenpilot	German National Library of Medicine, ZB MED	Nutrition, Environment, Agriculture
50	Greenstone (software)		General
51	Google Books		A collection of General books of 30,000,000+ vol.
52	Harvard University Library digital collections	Harvard University	A Rare books Collection
53	HathiTrust		A collection of General books of 10,000,000+ vol.
54	Humanities Text Collection	University of Michigan	Humanities
55	Humbul		

56	Hungarian Electronic Library		Hungarian literature
57	Ibiblio		General
58	INSPIRE-HEP	CERN	High Energy Physics
59	International Dunhuang Project	British Library and twenty other institutions	Manuscripts
60	International Music Score Library Project		
61	International Relations and Security Network (ISN), Digital Library	Center for Security Studies at ETH Zurich	International Relations, Security
62	Internet Archive		General of 3,100,000+ vol.
63	Internet memory		General
64	Internet History Sourcebooks Project		
65	Internet library sub-saharan Africa (ilissAfrica)		
66	Internet Sacred Text Archive		
67	JournalServer		Academic journals
68	JSTOR		General
69	The Kurdish Digital Library	Kurdish Institute of Paris	General
70	Kujawsko-Pomorska Digital Library		General
71	LacusCurtius	Ancient Rome texts and Archaeology	Classical studies
72	The Latin Library		
73	Learning Ally	Learning Ally	General
74	Library of Congress Digital Library project		General
75	Library of Economics and Liberty	Liberty Fund	
76	Librivox		Public Domain books in the United States
77	Literary Kicks		
78	Making of America collections		General
79	Marefa		Arabic literature
80	Marx and Engels Internet Archive		
81	Marxists Internet Archive		
82	Maryland Digital Cultural Heritage		General
83	<i>Memoriademadrid</i> Digital Library	Biblioteca Digital memoriademadrid	General
84	Metelwin Digital Library	Metelwin Digital Library http://library.foi.hr/	General, heritage
85	Metropolitan Museum of Art	Metropolitan Museum	General
86	Michael: Multilingual Inventory of Cultural Heritage in Europe		General

87	Michigan Digitization Project		General
88	Miguel de Cervantes Virtual Library		General
89	The Muslim Philanthropy Digital Library	The Muslim Philanthropy Digital Library	
90	Mutopia project		
91	NALANDA		
92	National Academies Press		General with 3,600+ vol
93	National Digital Information Infrastructure and Preservation Program		General
94	National Library for the Blind		General
95	New York Public Library NYPL Digital Gallery		General
96	New Zealand Electronic Text Centre		
97	Ohio e-book Project		General
98	OSU Library Electronic Publishing Center		General
99	Online Books Page		General
100	Online Text Library of the University of Texas at Austin		General
101	On This Day		
102	Open Content Alliance		General
103	Open Library		General 1,000,000+ Vol
104	Open University Library	Open University Library	General
105	Oxford Text Archive		AHDS Literature, Languages and Linguistics
106	Pandora Archive		General
107	Panjab Digital Library		General
108	Perseus Project		General
109	Project Diana		
110	Project Gutenberg		General 38,000+ Vol
111	Project Gutenberg Australia		General
112	Project Laurens Janszoon Coster		Dutch literature
113	Project Madurai		Tamil literature
114	Project Noolaham		General
115	Project Rastko		Serbian literature
116	Project Runeberg		Nordic literature
117	Project Sugita Genpaku		
118	Projekt Gutenberg-DE		

119	Public Domain Project	Swiss Foundation Public Domain	Public Domain Music 50,000+ Vol.
120	Questia Online Library		General 75,000+ Vol.
121	Rare Book Room		General
122	Readme.cc	European Commission	General
123	Rubicon Research Repository		Environmental physiology
124	Runivers		Russian literature
125	SciElo		
126	Shia Islamic Library Archive - Multi- language	Shia Islamic Library Project	Islam
127	Sophie Project	Brigham Young University	German women's literature 1,500+ Vol.
128	South Asian American Digital Archive		South Asian Americans
129	Texas Digital Library		General
130	Text Creation Partnership		General
131	TITUS - Thesaurus of Indo-European Texts and Language Materials database	Goethe University Frankfurt	
132	Traditional Knowledge Digital Library		Indian literature
133	UK Web Archiving Consortium (UKWAC)		General
134	United States National Agricultural Library		Agriculture
135	US National Library of Medicine		
136	Universal Digital Library		General 1,500,000+ Vol.
137	University of Michigan Library Digital Library Production Service		General
138	University of Wisconsin Digital Collections	University of Wisconsin–Madison	General
139	Vascoda		General
140	Virtually Missouri		General
141	Welsh Journals Online	National Library of Wales	General
142	Wordtheque		
143	World Wide Web Virtual Library		General
144	Wikibooks		General
145	Wikisource		A Collection of 3,500,000+ Vol.
146	Wired for Books		
147	Wisconsin Heritage Online		
148	Wisconsin Historical Society Digital Collection	Wisconsin Historical Society	History
149	World Digital Library	Library of Congress	General

2.3 Digital Archival Projects in India: A view

S L	Name of the Project	Service Provider	Description
1	Digital Library outlet for Uttaranchal State Government	C-DAC Noida	Digitize Manuscripts & Information related to Ayurvedic and forestry
2	Coordination, Web Hosting & Maintenance of Digital Library of India”	IISc., Bangalore	Hosting the DLI web site for accessing the digitized data and maintaining the web site
3	Development of National Databank on Indian Art and Culture (A pilot project)	IGNCA	Digitize Copy right free (IPR Free) books, Visuals, Recording of Audi/Video, Walkthrough historical Monument
4	Digital Archiving of rare manuscripts at various monasteries in Sikkim	NIT Sikkim	Digital Archiving rare manuscripts at various monasteries
5	Digital Archiving with 'Nagri Pracharini Sabha, Varanasi.	C-DAC Noida	Digital Preservation of rare manuscripts and old magazines from mid 19th Century to 1950 available
6	Digital Archiving with Namgyal Institute of Tibetology – Sikkim	C-DAC Kolkata	Digital Preservation of rare manuscripts and folios
7	Digital Library accessibility of data digitized in phase-I& II	C-DAC, Noida	Convert the data from TIFF to PDF, OCR and make searchable.
8	Digital Library for North Eastern States	C-DAC, Kolkata	Digitize, Preserve and web enable copy right free books available in North Eastern States. Content Creation, Storage and Access
9	Digital Library in President House	C-DAC Noida	Collection of data through image format with indexing and text format in English and Indian languages

10	Digital Library Mega Center	IIIT, Allahabad	Digitizing of rare books within IPR Limits. Content Creation in Tibetan, Sanskrit and English
11	Digital Library of India	IISc., Bangalore	Digitized around a million of books on technical, literature and art & linked with 13 nodal center servers.
12	Digital Library of India-2	IIIT, Hyderabad	Creating a large collection of Wide National Interest digitize books
13	Digitization of ancient manuscripts and other in south Indian Languages		Digitization of ancient manuscripts pertaining to the vedas, vedangus, upanishad and other sastric studies
14	Digitization of Documents available at Gujarat Vidyapith, Ahmadabad and Aligarh Muslim University, Aligarh	C-DAC, Noida	Digitize, Preserve and web enable copy right free books available in Gujarat Vidyapith, Ahmadabad and Aligarh Muslim University, Aligarh
15	Digitization of Libraries at Gujarat Vidyapith and Mahatma Gandhi Museum, New Delhi	C-DAC, Noida	Digitize books and documents available at Gujarat Vidyapith, Ahmedabad and Mahatma Gandhi Museum, New Delhi
16	Digitization of Rare Books available in Jammu and Kashmir	Alma Iqbal Library, University of Kashmir.	Digitize, Preserve and web enable copy right free books available in Jammu and Kashmir.
17	Digitize copyright free books at University of Delhi	Delhi University	Digitize copyright free books and Conducting the programs on Digital Literacy / Competency for faculty, students and researchers
18	KALASAMPADA : Digital Library	IGNCA; New Delhi	Digital Library -Resource of Indian Cultural Heritage (DL-RICH)
19	Mega Center Digital Library of India –2nd Phase	C-DAC, Kolkata	Digitize (IPR Free) books. Content Creation (in East Indian Languages as well as in English) and Storage and Access.

20	Print your own book -Mobile Digital Library	C-DAC Noida	Bring 1 million digitized books. Expanding access to Information and Knowledge in schools, library and hospitals etc.
21	Rajasthan Heritage	Bansthali Vidyapith, Bansthali (Rajasthan)	Digitization of Rare Books. Digitize (IPR Free) book
22	Rajsthan and Gujarat Heritage-3 rd Phase	Banasthali Vidyapith, Banasthali (Rajasthan)	Digitization of Rare Books- Digitize, Preserve and web enable copy right free books available in Rajasthan and Gujarat.
23	Rajsthan Heritage-2nd Phase	Banasthali Vidyapith, Banasthali (Rajasthan)	Digitization of Rare Books-Digitize, Preserve and web enable copy right free books available in Rajasthan.
24	Repository of Digitized data	ERNET India	digitized data providing connectivity with Nodal Centers and hosting of digitized data
25	Scanning Canters in Maharastra for the Million Book Universal Digital Library Project	University of Pune	Dititilised Rare books of common interest in Marathi and Sanskrit
26	Scanning center at Sringeri, Karnataka for Million Book universal Digital library project	Sringeri Math , Sringeri Karnataka	Digitization of Palm Leaf, Manuscripts, Kaditas, Manuscripts and books on Vedas, Video recording of Shastrartha deliberations, Transcriptions of Vaidik, Sanskrit. Development of indexing
27	Scanning Centers at Hyderabad for the Million Book Universal Digital Library Project	Central Library Hyderabad and State Central Library Hyderabad	Digitalize rare books of common interest in Telugu and Sanskrit
28	Scanning Centers in Maharastra for the Million Book Universal Digital Library Project	MIDC, Mumbai	Digitalize rare books of common interest
29	Scanning Centers in Uttar Pradesh for the Million Book Universal Digital Library Project	IIT Allahabad	Digitalize rare books of common interest

30	scanning centre at Bharatiya Jnanpith for the Million book universal Digital library project	Bharatiya Jnanpith, Lodhi Road, New Delhi	Digitization/OCR of rare books and manuscripts etc. of Jain Heritage culture
31	Scanning Centre at Goa for Million Book Universal Digital Library project	University of Goa	Digitization/OCR of rare books in Portuguese, Marathi and Konkani
32	Scanning centre at Hyderabad for n Book Universal Digital Library project	University of Hyderabad	Digitization/OCR of rare books in Telgu, Sanskrit, Hindi and English & Indian History, etc.

3. ARCHIVAL INITIATED INSTITUTE IN GREATER NOIDA: *INSTITUTIONAL PROFILE*

3.1 Introduction:

Greater Noida belongs to NCR (National Capital Region of India) is a well developed city of Uttar Pradesh. It is known for its Educational Institutions, which have a major role in production of good scholars. So many college/universities are there at “*Knowledge Park*” in Greater Noida. It is one of the best the educational hub of India where more than 2 lacs students having education in 87 self-financed colleges and 4 universities. The colleges/universities offered different courses in different discipline i.e. management, engineering, technology, architecture, pharmacy, medicine, science, arts, commerce, and education, literature etc. Almost private (Self-financed) Colleges/Universities have been established here. This study on these self-financed Institutions, to know the digital archival initiative in their institutions.

Most of the institutions are self-financed in the educational hub of Greater Noida. To preserve rare materials, fulfill their user’s need and challenge the ICT era, many of them have initiated digital archival in their institutional library. As it is a sample study, we have selected five major institutions as sample, which have almost 10years of educational success, extent and good ranking and already initiated their digital archives.

3.2 Archival Initiated Institutes:

The following five institutions which are archival initiated are belongs to this study.

- Galgotias Institute of Management and Technology (GIMT)
 - Plot No-1; Knowledge Park-II, Greater Noida,
 - Gautam Budha Nagar, (UP) Ph. No.: 0120-70000
 - www.galgotiacollege.edu
- Ganeshi Lal Bajaj Institute of Technology and Management (GLBITM)
 - Plot No-2; Knowledge Park-III, Greater Noida,
 - Gautam Budha Nagar, (UP) Ph. No.: 0120-2323812
 - www.glbitm.org
- Greater Noida Institute of Technology (GNIOT)
 - Plot No-7, 6C; Knowledge Park-II, Greater Noida,
 - Gautam Budha Nagar, (UP) Ph. No.: +91-120-2320210
 - www.gniot.net.in
- I.T.S Engineering College (ITSEC)
 - 46, Knowledge Park-III, Greater Noida
 - Gautam Budha Nagar, (UP), Ph: 0120-2331000, 2331001
 - www.itsecgn.edu.in
- Noida Institute of Engineering and Technology (NIET)
 - Plot No-14; Knowledge Park-III, Greater Noida,
 - Gautam Budha Nagar, (UP) Ph. No.: 0120-2320062
 - www.niet.co.in

3.3 Sample Description:

It is necessary to know very well about the digital archival initiative institutions which are belong to this study. The goals and objectives of a Library always depend on its parental organization. Know about their parental organizations also a useful part of this study.



Galgotias Institute of Management & Technology

1, Knowledge Park, Phase II, Greater Noida

Uttar Pradesh- 201306, Tel: +91-120-4370000

www.galgotiacollege.edu/

Galgotias Institute of Management and Technology (GIMT):

Galgotias Institute of Management and Technology (GIMT) is a self-financed Institute of Galgotias Educational Institutions (GEI). GEI have been inculcating practical skills and creating 'Global Professionals' for more than 50 years. It was founded by Smt. Shakuntala Educational and Welfare Society. It offers different programmes i.e B.TECH, M.TECH, MBA, MCA, and PGDM. The following Institutions are under the Galgotias Educational Institutions:

- Galgotias Business School (GBS)
- Galgotias College of Engineering & Technology (GCET)
- Galgotias Institute of Management & Technology (GIMT)
- Galgotias University (GU)

GIMT was established in 1999, synergizes theoretical knowledge and practical skills to promote around professional competence. GIMT is approved by AICTE, Ministry of HRD, and Government of India and affiliated to U P Technical University (UPTU). GIMT has acquired a unique status in UP, the NCR region and the country as a whole by breaking new grounds in producing professionals of national and international acclaim and has been recognized as one of the top ranking institutions imparting high quality education.

GIMT Library:

GIMT library caters adequately to the needs of its students as well as all the staff members. It is a fully Computerized Library Management System. The Books are indexed through a computerized Bar Code system and are being used for the operation of library procedures. A separate Reference Section is maintained for important and rare books Its Digital Library provides access of e-Journals, Transactions and Conference proceedings. The E-Journal Program has been launched under INDEST– AICTE Consortium with approval of MHRD.

- **Established year:** - 2001
- **No of Library Users:** - 5236
- **No of Library Staffs:** - 7
- **Library Timings:** 11-hours × 6-days in week
- **Library Collections & Resources:-**
 - Books: 65350
 - Text Books: 57100
 - Reference books: 8250
 - Bound volumes (Journal): N.A.
 - Thesis/ Dissertation: 380
 - Research/ Project report/ Consultancy: 150
 - Government document: N.A.
 - Conference/ seminar/ workshop paper/ reports: N.A.
 - Archives: N.A.
 - Manuscripts: N.A.
 - Question Banks: yes
 - Case studies: N.A.
 - Full- Text databases: 2
 - Indexing/ Abstracting databases: N.A.
 - Audio /Video cassettes: N.A.
 - Video Lectures: N.A.
 - Micro- film/ Micro-fiche: N.A.
 - Maps/ atlases: Yes



G L Bajaj Institute of Technology & Management

Plot No-2; Knowledge Park-III, Greater Noida,

Uttar Pradesh- 201306, Tel: +91-0120-2323812

www.glbitm.org

G L Bajaj Institute of Technology & Management (GLBITM):

G L Bajaj Institute of Technology & Management is the 6th Institute established under the prestigious banner of R.K Group of Institutions. The R K Group has demonstrated meteoric growth in the area of imparting high standards of professional education. In Mathura, the R K group was incepted in the year 1997. Today, the group is on its glorious path of virtually actualizing its vision by imparting boon of quality education to thousands of students. R K group is soon putting up an enviable Dental College in Greater Noida & a Medical College over 100 acres in Mathura. The Institutions presently thriving under the banner of R K Group are:

- G L Bajaj Institute of Technology & Management (GLBITM)
- G L Bajaj Institute of Management & Research (GLBIMR)
- K D Dental College & Hospital (KDDCH)
- Rajiv Academy for Pharmacy (RAP)
- Rajiv Academy for Technology & Management (RATM)
- Rajiv Academy for Teacher's Education (RATE)

GLBITM is approved by All India Council for Technical Education (AICTE), Ministry of HRD Government of India and Affiliated to U.P Technical University. It offers Courses i.e. B.TECH, M.TECH, MBA, MCA, PGDM etc. The lush residential campus with sprawling lawns & playground built over 11.25 acres land in Greater Noida. The meticulous designed campus provides a professional motivating atmosphere for learning and sharing.

GLBITM Library:

GLBITM Central Library occupies a place of pride in GLBITM and is an essential component of the institute's outstanding research and education mission. The Library has a Faculty Resource Centre and a well stocked Reference Section with a sitting capacity of 300. The library has a collection of text & reference books, periodicals. The Digital Library section has a collection of electronic sources E- Journals, E-Books, E- Papers, CD/DVDs etc. & video lectures also.

- **Established year:** - 2005
- **No of Library Users:** - 4307
- **No of Library Staffs:** - 8
- **Library Timings:** 12-hours × 6-days in week
- **Library Collections & Resources:-**
 - Books: 79688
 - Text Books: 61364
 - Reference books: 9260
 - Bound volumes (Journal): 331
 - Thesis/ Dissertation: 1879
 - Research/ Project report/ Consultancy: 180
 - Government document: N.A.
 - Conference/ seminar/ workshop paper/ reports: 15
 - Archives: N.A.
 - Manuscripts: N.A.
 - Question Banks: Yes
 - Case studies: N.A.
 - Full- Text databases: 10
 - Indexing/ Abstracting databases: N.A.
 - Audio /Video cassettes: N. A.
 - Video Lectures: Yes.
 - Micro- film/ Micro-fiche: N.A.
 - Maps/ atlases: N.A.



Greater Noida Institute of Technology

Plot No. 7, Knowledge Park - II, Greater Noida,

Uttar Pradesh- 201306, Tel: +91-120-2320210

www.gniotgroup.edu.in/

Greater Noida Institute of Technology(GNIOT):

GNIOT Greater Noida was set up under the aegis of Shri Ram Educational Trust, Noida on no profit basis with a firm determination and commitment to foster a holistic approach towards the development of Engineering and Management Education. The Trust is already managing the followings institutes in Greater Noida.

- Greater Noida Institute of Technology
- GNIOT Management School
- Greater Noida Institute of Technology
- GNIT College of Management
- Greater Noida Institute of Management
- Greater Noida World School

GNIOT is one of the premier Institutions in the field of Technical and Management Education.. The Trust was formed in the year 2000 and the Institute was established in the year 2001. The Trust has had a meteoric rise, and on date, has established a chain of educational institutions covering the fields of engineering and management leading towards Graduate and Post Graduate degrees. Plans are also afoot to introduce Doctoral Programmes in the very near future. It has been approved by AICTE and affiliated with U P Technical University (UPTU), Lucknow.

GNIOT Library:

Library of GNIOT is known as Shree Ram Central Library. It is situated at ground floor in the main block. It has a collection of Indian and foreign editions. A very useful Book Bank Scheme is available for all the students. GNIOT Library is computerized at functional level. Beside the subscription of National / International Print Journals/Magazines and Newspapers library has access of all AICTE recommended E-resources in Digital Library section. The library is spread over an area of 712 Sq.mtr, 3 reading hall and a separate Digital Library for access e-resources.

- **Established year:** - 2001
- **No of Library Users:** - 5650
- **No of Library Staffs:** - 8
- **Library Timings:** 10-hours × 6-days in week
- **Library Collections & Resources:-**
 - Books: 79082
 - Text Books: 72000
 - Reference books: 7082
 - Bound volumes (Journal): 181
 - Thesis/ Dissertation: N.A.
 - Research/ Project report/ Consultancy: Yes
 - Government document: N.A.
 - Conference/ seminar/ workshop paper/ reports: Yes
 - Archives: N.A.
 - Manuscripts: N.A.
 - Question Banks: Yes
 - Case studies: N.A.
 - Full- Text databases: 8
 - Indexing/ Abstracting databases: N.A.
 - Audio /Video cassettes: N. A.
 - Video Lectures: Yes.
 - Micro- film/ Micro-fiche: N.A.
 - Maps/ atlases: N.A.



I.T.S Engineering College

46, Knowledge Park-III, Greater Noida

Uttar Pradesh-201306, Ph: 0120-2331000, 2331001

www.itsecgn.edu.in/

I.T.S Engineering College (ITSEC):

I.T.S Engineering College is one of the premier Institutions in the field of Technical and Management Education, was established in 2006 under the banner of ITS-The Education Group. I.T.S Group is an 18 year old leading educational group of the country. Its various programs are NBA accredited & NAAC (A-Grade) accredited. ISO 9001:2008 certified group offers 20 courses to its 8000 students in its 8 Institutes spread over 4 campuses. The Institutions under the ITS Education group is:

- I.T.S - Management & IT Institute, Mohan Nagar
- I.T.S -Dental College, Murad Nagar
- I.T.S -Physiotherapy Biotechnology College, Murad Nagar
- I.T.S- Pharmacy College, Murad Nagar
- I.T.S- Engineering College, Greater Noida
- I.T.S- Dental College, Greater Noida
- I.T.S -Institute of Management, Greater Noida
- I.T.S - U.G Institute, Mohan Nagar

I.T.S Engineering College (ITSEC) is located at Greater Noida in the National Capital region. The institute is approved by All India Council for Technical Education, Ministry of HRD, and Government of India and is affiliated to the Gautam Budh Technical University. In a short span of time the institute has grown from strength to strength and is counted among the best engineering colleges in Northern India.

ITSEC Library:

I.T.S Engineering College has a very spacious, modern library which is extremely rich in resources for learning, research and general awareness. The collections contain text & reference books, magazines, periodicals, journals, CD's and videos. Library has been fully computerized with help of "Alice for Windows". E-Resources under Library INDEST with annual subscription have been procured with 9 E-Resources- IEEE, ASME, Springer, McGraw Hill, Elsevier (Science Direct), J-Gate), ASTM Digital Library & EBSCO.

- **Established year: - 2006**
- **No of Library Users: - 2026**
- **No of Library Staffs: - 6**
- **Library Timings: 9-hours × 6-days in week**
- **Library Collections & Resources:-**
 - Books: 52850
 - Text Books: 23749
 - Reference books: 1217
 - Bound volumes (Journ2379al):
 - Thesis/ Dissertation: 3265
 - Research/ Project report/ Consultancy: 1721
 - Government document: N.A.
 - Conference/ seminar/ workshop paper/ reports: 08
 - Archives: N.A.
 - Manuscripts: N.A.
 - Question Banks: YES
 - Case studies: N.A.
 - Full- Text databases: 02
 - Indexing/ Abstracting databases: N.A.
 - Audio /Video cassettes: YES
 - Video Lectures: YES
 - Micro- film/ Micro-fiche: N.A.
 - Maps/ atlases: N.A



Noida Institute of Engineering & Technology

Plot No - 19, Knowledge Park-II, Greater Noida

Uttar Pradesh- 201306, Tel: 0120-2320062

www.niet.co.in/

Noida Institute of Engineering & Technology (NIET):

Noida Institute of Engineering and Technology was established by eminent visionaries, responsible for setting up City Educational & Social Welfare Society of Meerut, with a Vision to provide value driven education of global dimensions. NIET is managed by City Educational & Social Welfare Society, which runs several prestigious education and health organizations, viz.

- **NIET (Noida Institute of Engineering & Technology)**
- MIET (Meerut Institute of Engineering & Technology)
- CVPS (City Vocational Public School)
- ACTS C-DAC, Pyramid Finishing School
- Dayanand Nursing Home
- Chandra Sen Charitable Hospital
- Om Diagnostic Centre.

NIET is a self financed Institute which offers quality education to students from all corners of the country. It is situated in Greater Noida (a hub of global MNCs). The institute has a sprawling area of 13.90 acres and lush green ambience all around. It is developing as a Centre of Excellence, imparting technical education. The institute excels in all the parameters earmarked by the AICTE and UP Technical University. NIET offered courses are approved by AICTE.

NIET Library:

The library of NIET occupies over 14,000 square feet area and provides students with access to a vast repository of resources, including books and periodicals. The library remains open until midnight on all days. During the examinations, they are open 24 hours. Completely automated library management systems make it possible to borrow books at any time of the day or night, as well as make reservations online. Multiple copies ensure that resources are easily available for reference in the library. Trained staff is always at hand to assist students.

- **Established year:** - 2001
- **No of Library Users:** - 5370
- **No of Library Staffs:** - 8
- **Library Timings:** 11-hours × 7-days in week
- **Library Collections & Resources:-**
 - Books: 109340
 - Text Books: 70000
 - Reference books: 10000
 - Bound volumes (Journal): 90
 - Thesis/ Dissertation: 54
 - Research/ Project report/ Consultancy: 900
 - Government document: N.A.
 - Conference/ seminar/ workshop paper/ reports: 12
 - Archives: Yes
 - Manuscripts: N.A.
 - Question Banks: Yes
 - Case studies: Yes
 - Full- Text databases: 12
 - Indexing/ Abstracting databases: 2.
 - Audio /Video cassettes: N.A.
 - Video Lectures: Yes.
 - Micro- film/ Micro-fiche: N.A.
 - Maps/ atlases: Yes.

4. ANALYSIS OF QUESTIONNAIRE & INTERPRETATION

4.1 Questionnaire Design:

The questionnaire (Appendix-II) designed for this study contains with total 27 questions. It is designed in two separate categories and each category contains 24 questions with both open ended and close ended questions. The two categories of questionnaires are:

- Questionnaires for Library staffs
- Questionnaires for users

The questions of the questionnaires have used very simple words/languages which will be easily understood to all. Most of them are objective type of questions which answers have been already given in 4-5 options. Almost the questions are related to this study and focus to analysis the research result.

Total 50sets of the questionnaires have distributed with a covering letter (Appendix-I) to all the five sample institutions. Each Institution has filled 10sets of questionnaires; among them five respondents were the library staffs and five were their users. All 50 questionnaires have collected from the respondents but all have not answered all questions. There are different numbers of respondent for different questions. In the next part of this study is data analysis part which described the questionnaires using tabular, graphical and statistical methods where ever necessary.

4.2 Analysis of the Data:

This section focuses attention on how the research problem is handled and the sources of the relevant data, including methods used in obtaining them. An exact, detailed description of all steps taken to collect data is stated; for example selection of topical headings, their location in the study, instruments of measurements and special problems pertaining to the design of the study. Data analysis includes the method of methods of analysis, statistical methods used, and other related methods. These methods should enable the data to be organized systematically for proper and appropriate interpretation.

The data has been collected through the questionnaires need to be analysis to find out the research solution. Almost questions have been answered by the responded. In this the study now we have to analyze the data. *Data Analysis* is the important stage of any research study which describes the collected data through tabular, statistical and graphical form.

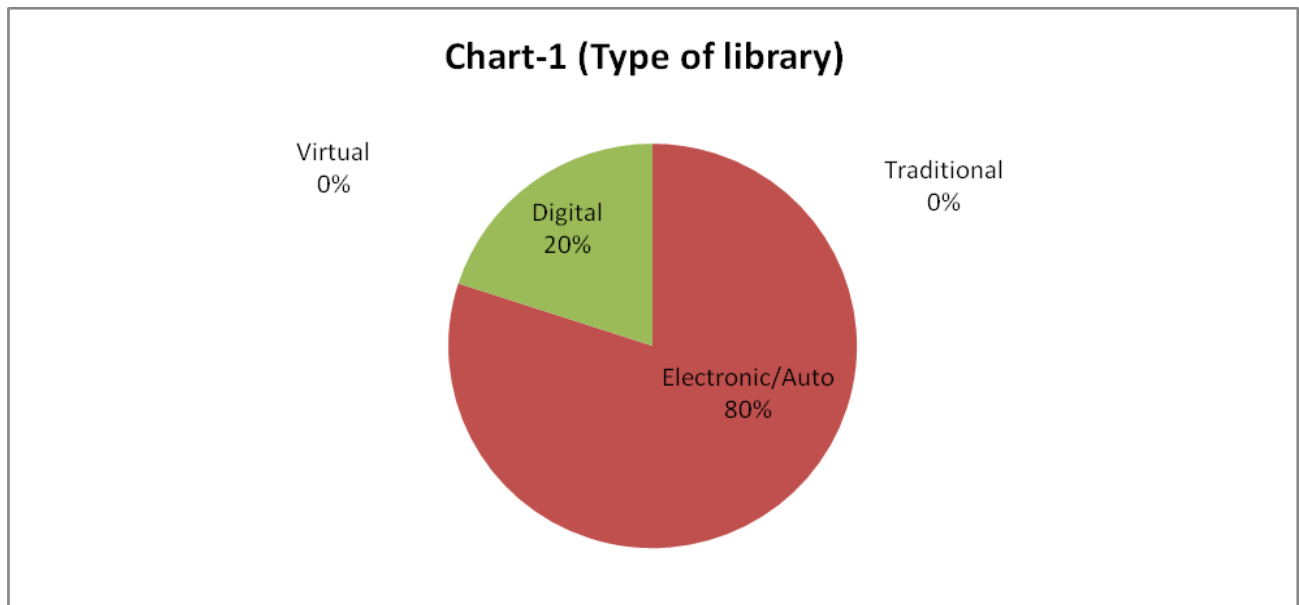
The analyzed data states about the study as the followings

- Current Trends
- Future Plans
- Problems & barriers

4.2.1 Current trends:

To know the current trends of digital libraries it was asked a question (*Type of library?*) which was asked in the questionnaires. As the result, it was found that 80% academic libraries of self-financed institutions in Greater Noida are still in the category of automatic/electronic library. Only 20% institutions have an existing digital library (*See table-1 & chart-1 in figure-4.1*). It is the place where digital archival have been initiating.

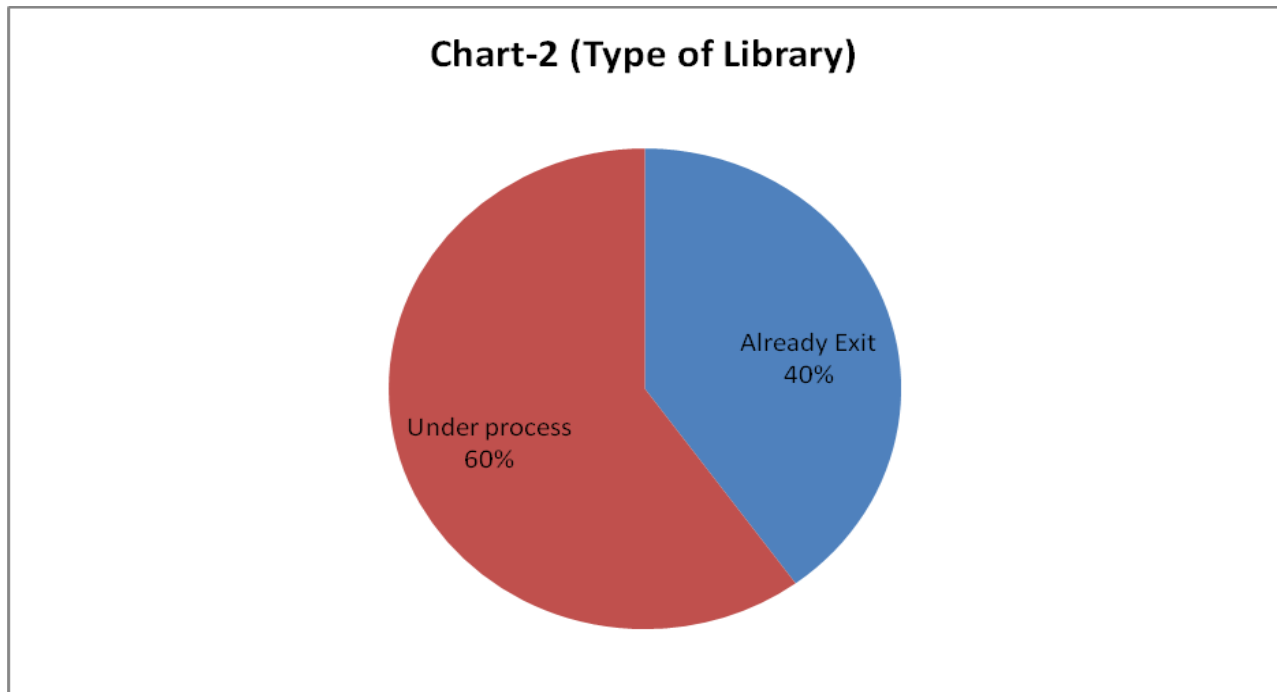
Table-1 (Type of Library)								Percentage (%)
SN	Category	Inst.-1	Inst.-2	Inst.-3	Inst.-4	Inst.-5	Total	
1	Traditional						0	0%
2	Electronic/Auto	Y	Y	Y		Y	4	80%
3	Digital				Y		1	20%
4	Virtual						0	0%
Total							5	100%



(Figure- 4.1)

To analyze the next question (*What is the status of a digital library in your institute?*), it was found that the institutions had been running with electronic /automated library, are initiating their digital library which are under process. Some institutions have already established a digital library, but till working under an automated/electronic library category. As result, only 40% have already exited a digital library where 60% have under process. (See table-2 & chart-2 in figure-4.2).

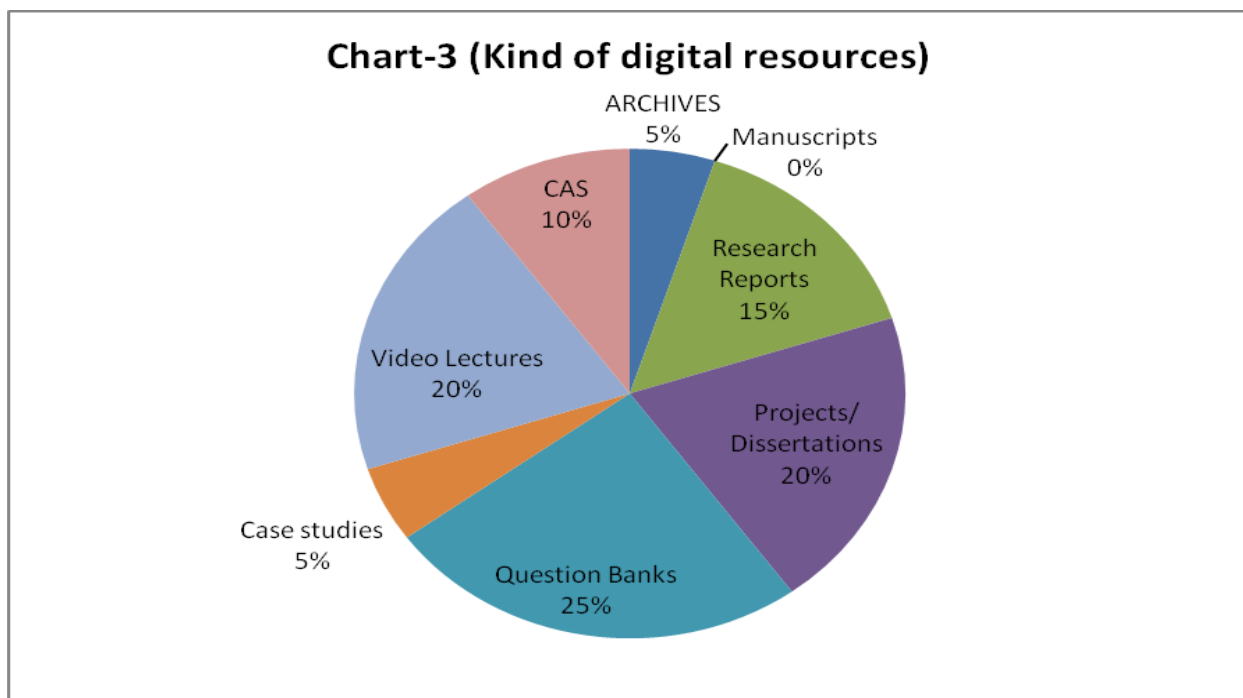
Table-2 (Type of Library)								Percentage (%)
SN	Category	Inst.-1	Inst.-2	Inst.-3	Inst.-4	Inst.-5	Total	
1	Already Exit		Y			Y	2	40%
2	Under process	Y		Y	Y		3	60%
Total							5	100%



(Figure- 4.2)

There are different kinds of digital resources available in different libraries. Through the questioners (What kind of digital resources are available in your library?), It was found that there are no (0%) manuscripts collections in the self-financed institutions in Gr. Noida, other digital resources i.e. 5% archive collections, 15% research reports, 20% Projects/Dissertations, 25% Question Banks, 20% Case studies, 10% Video Lectures, 10% CAS are part of their collection. (See table-3 & chart-3 in figure-4.3).

Table-3 (Kind of digital resources)								Percentage (%)
SN	Category	Inst.-1	Inst.-2	Inst.-3	Inst.-4	Inst.-5	Total	
1	Archives					Y	1	5%
2	Manuscripts						0	0%
3	Research Reports	Y		Y		Y	3	15%
4	Projects/Dissertations	Y	Y	Y		Y	4	20%
5	Question Banks	Y	Y	Y	Y	Y	5	25%
6	Case studies					Y	1	5%
7	Video Lectures		Y	Y	Y	Y	4	20%
4	CAS		Y			Y	2	10%
Total							20	100%

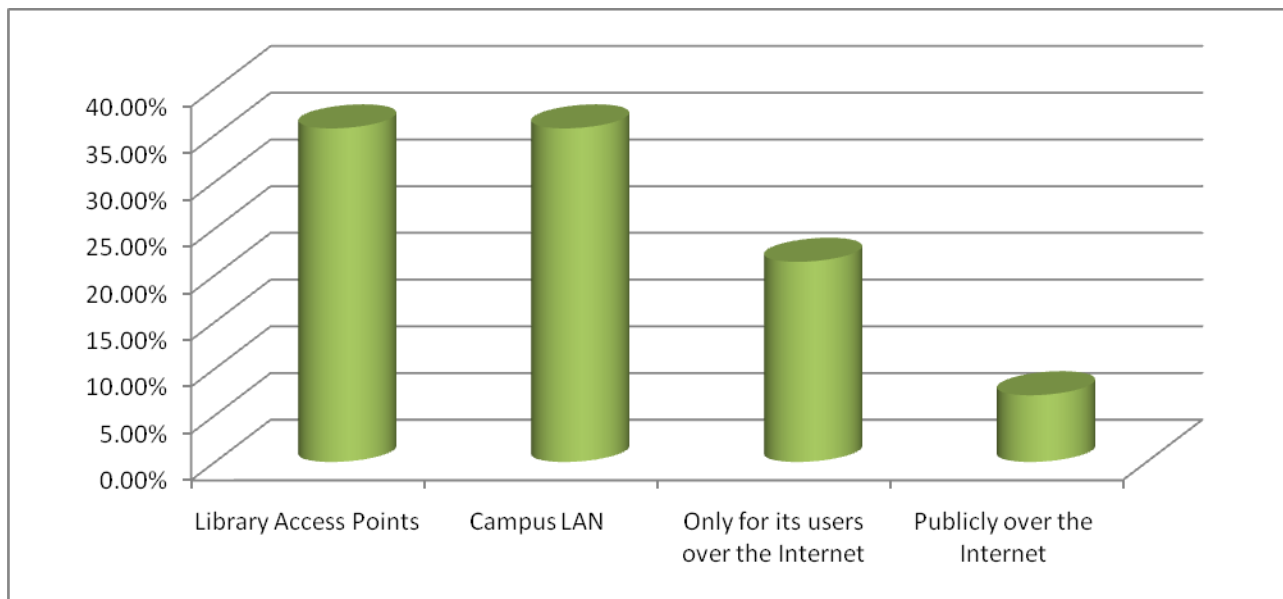


(Figure- 4.3)

Through the questioners (*Where the digital resources & services of your library are available to access?*), It was found that, Morley the institutions are providing in-campus-access. It is 35.71% within library's access point and 35.71% within institutional LAN. The libraries have been served their digital services almost to their users only through different area of access. Access over the internet has been starting in the libraries. Only 7.14% have opened their access points for the public where 21.43% have provided access only to their institutional users. (*See table-4 & chart-4 in figure-4.4*).

Table-4 (Area of access of the digital resources)								Percentage (%)
SN	Category	Inst.-1	Inst.-2	Inst.-3	Inst.-4	Inst.-5	Total	
1	Library Access Points	Y	Y	Y	Y	Y	5	35.71%
2	Campus LAN	Y	Y	Y	Y	Y	5	35.71%
3	Only for its users over the Internet		Y	Y		Y	3	21.43%
4	Publicly over the Internet			Y			1	7.14%
Total							14	100%

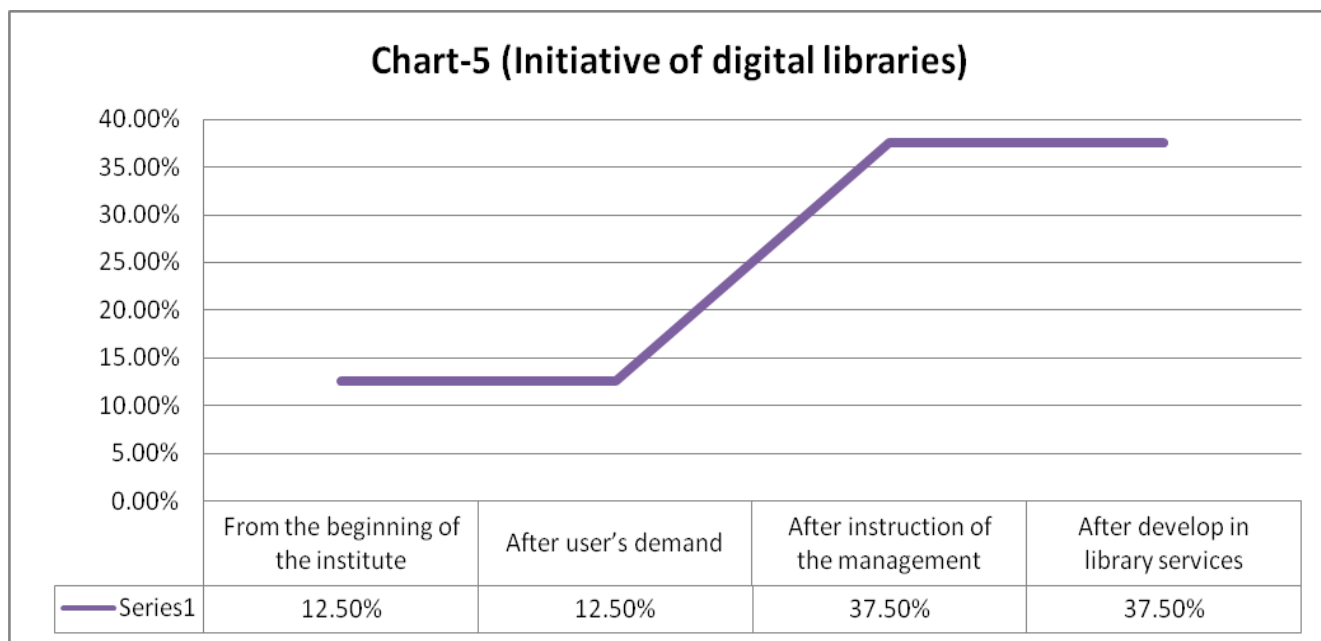
Chart-4 (Area of access of the digital resources)



(Figure- 4.4)

Digital libraries of self-financed institutions in Gr. Noida Institutional area is recently initiative after the growth and development in library services all over world and some others also started after the management's instructions for established a digital library to serve their users. The responds of the questionnaires (*When the digital library has initiated in your institution?*) analyzed that, It is 37.5% each where only 12.5% libraries have started the work of establishment of a digital library from the beginning of their institution and also 12.5% have started after their user's demand for digital services. (See table-5 & chart-5 in figure-4.5).

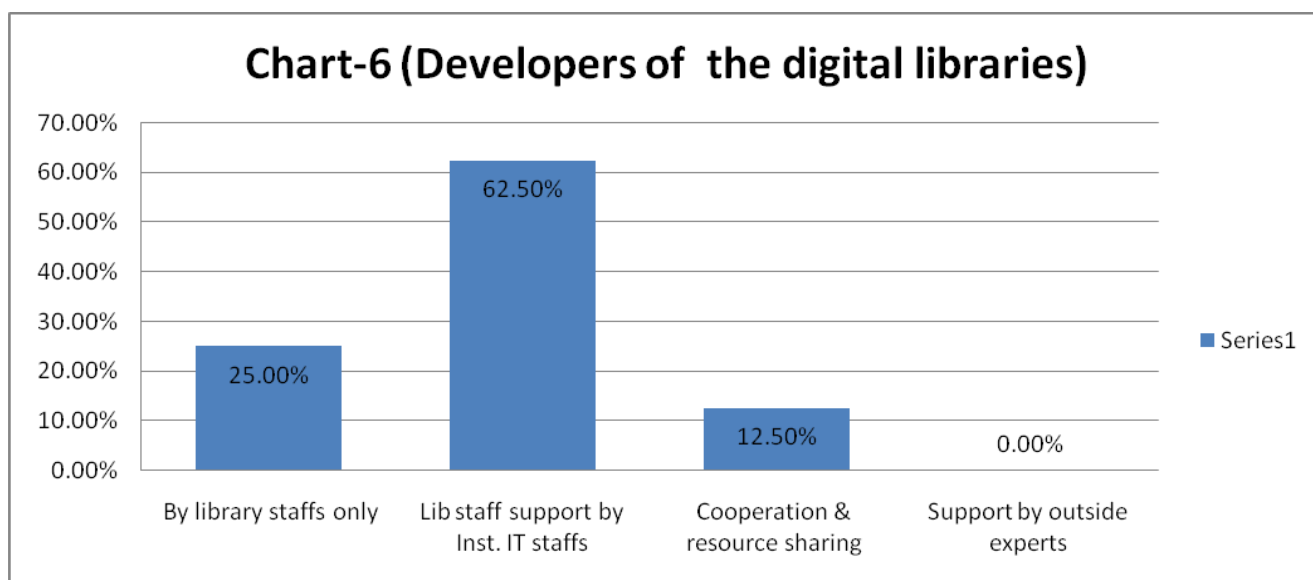
Table-5 (Initiative of digital libraries)								Percentage (%)
SN	Category	Inst.-1	Inst.-2	Inst.-3	Inst.-4	Inst.-5	Total	
1	From the beginning of the institute				Y		1	12.50%
2	After user's demand			Y			1	12.50%
3	After instruction of the management	Y	Y	Y			3	37.50%
4	After develop in library services		Y	Y		Y	3	37.50%
Total							8	100%



(Figure- 4.5)

As it was studied about the initiating of the digital libraries, it is necessary to know about the developers. Questionnaire (*How the digital library has been initiating in your library?*) responds that 62.5% of the digital libraries are initiating by library staffs with the support if the IT staffs of the institutions where 25% are developing only by the library staffs themselves, 12.5% are developing through resource sharing and cooperation with other institutions, and there are no one 0% are needing help of some experts from outside the institution in Gr. Noida self-finance institutions (*See table-6 & chart-6 in figure-4.6*).

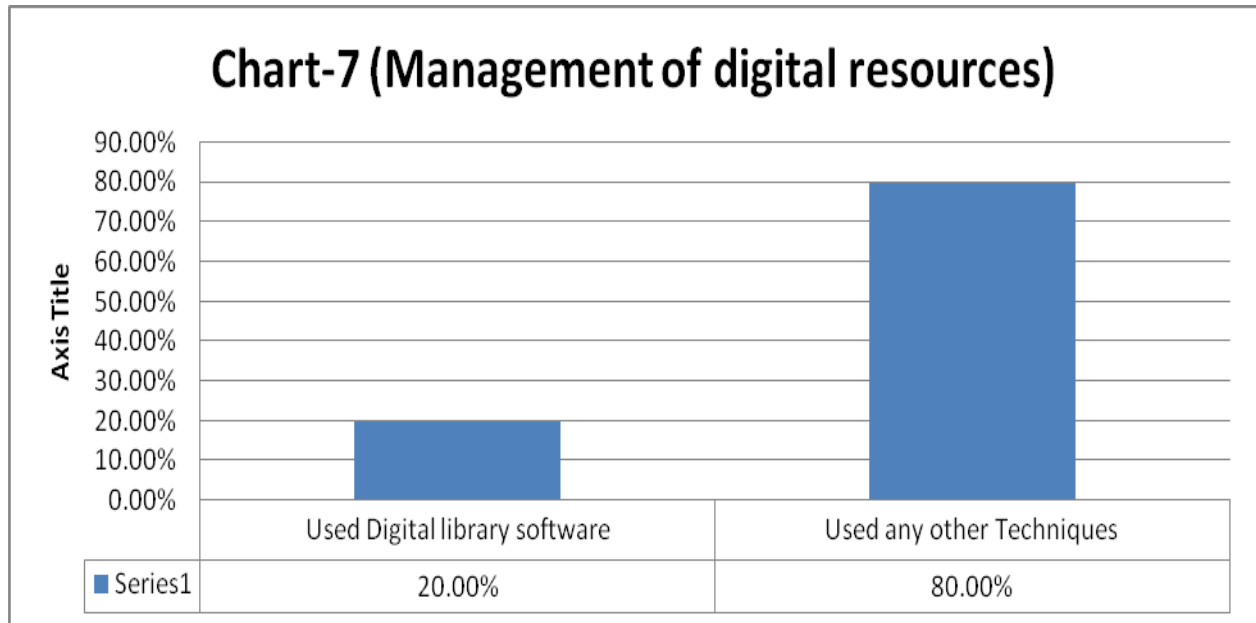
Table-6 (Developers of the digital libraries)								Percentage (%)
SN	Category	Inst.-1	Inst.-2	Inst.-3	Inst.-4	Inst.-5	Total	
1	By library staffs only		Y		Y		2	25.00%
2	Lib staff support by Inst. IT staffs	Y	Y	Y	Y	Y	5	62.50%
3	Cooperation & resource sharing						1	12.50%
4	Support by outside experts			Y			0	0.00%
Total							8	100%



(Figure- 4.6)

In Gr. Noida area, all the self-finance institutions have not installed digital library software till yet to control and management of their digital resources. The replies to the questionnaires (*Does your library use any software for control the digital resources?*) indicates that only 20% institutions those are using digital library software where 80% are using other techniques. They have been using different techniques i.e. ERP system, SQL server, institutional databases etc. and they connected client/server through campus LAN (*See table-7 & chart-7 in figure-4.7*).

Table-7 (Management of digital resources)								
SN	Category	Inst.- 1	Inst.- 2	Inst.- 3	Inst.- 4	Inst.- 5	Total	Per%
1	Used Digital library software					Y	1	20.00%
2	Used any other Techniques	Y	Y	Y	Y		4	80.00%
Total							5	100%

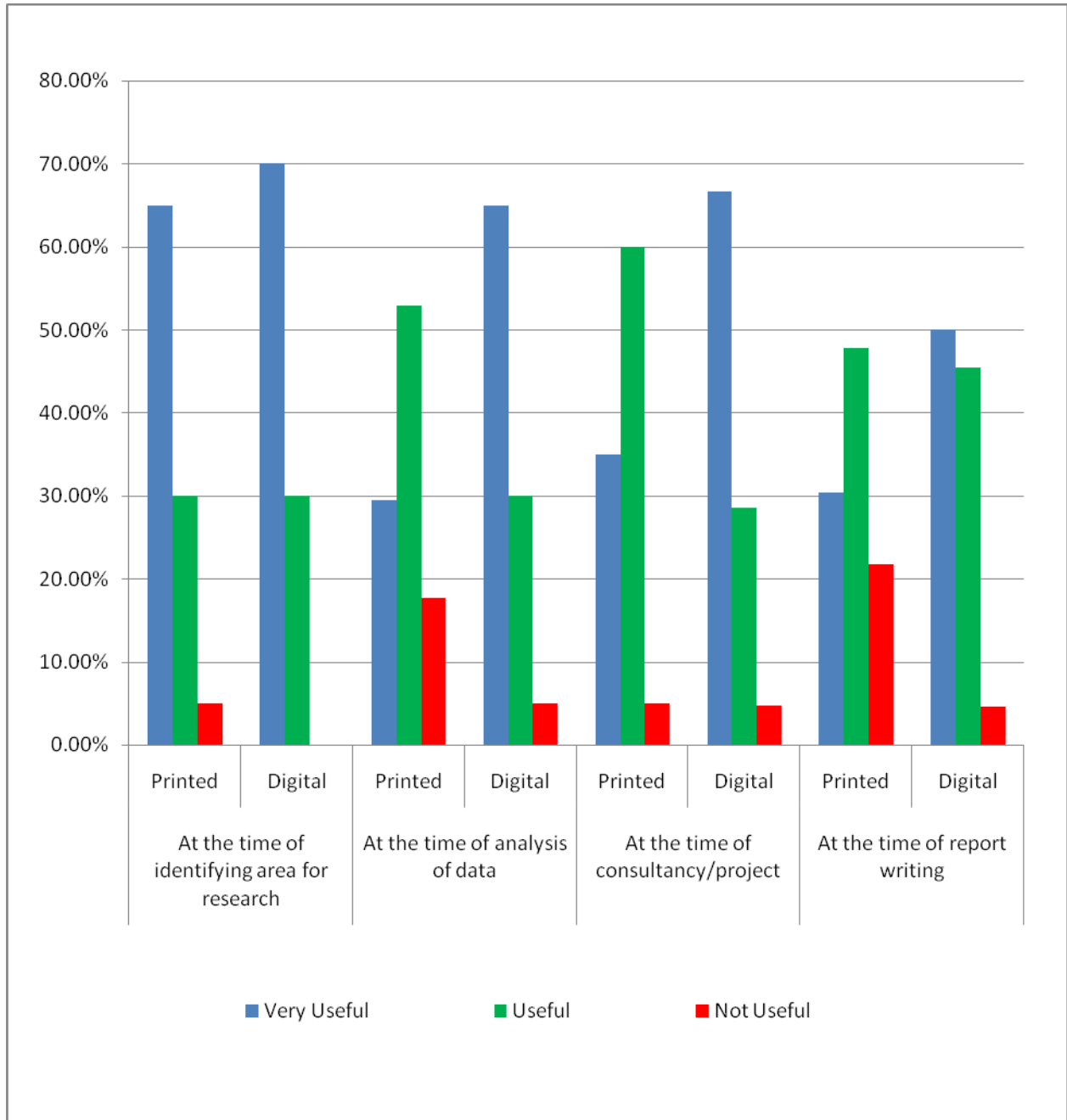


(Figure- 4.7)

The questionnaires (*How library is useful to you at different stages in research?*) asked to the library users analyzed that digital resources are very use full for them at different stages in their study and research. Printed resources are also useful at the time of research but it used less than digital resources. (*See table-8 & chart-8 in figure-4.8*).

Table-8 (Useful Resource type at different stages)										
SN	Different stages in Research	Resource Type	Very Useful	Per %	Useful	Per %	Not Useful	Per %	Total	Per %
1	At the time of identifying area for research	Printed	13	65.00%	6	30.00%	1	5.00%	20	100.00%
		Digital	14	70.00%	6	30.00%	0	0.00%	20	100.00%
2	At the time of analysis of data	Printed	5	29.41%	9	52.94%	3	17.65%	17	100.00%
		Digital	13	65.00%	6	30.00%	1	5.00%	20	100.00%
3	At the time of consultancy/project	Printed	7	35.00%	12	60.00%	1	5.00%	20	100.00%
		Digital	14	66.67%	6	28.57%	1	4.76%	21	100.00%
4	At the time of report writing	Printed	7	30.43%	11	47.83%	5	21.74%	23	100.00%
		Digital	11	50.00%	10	45.45%	1	4.55%	22	100.00%

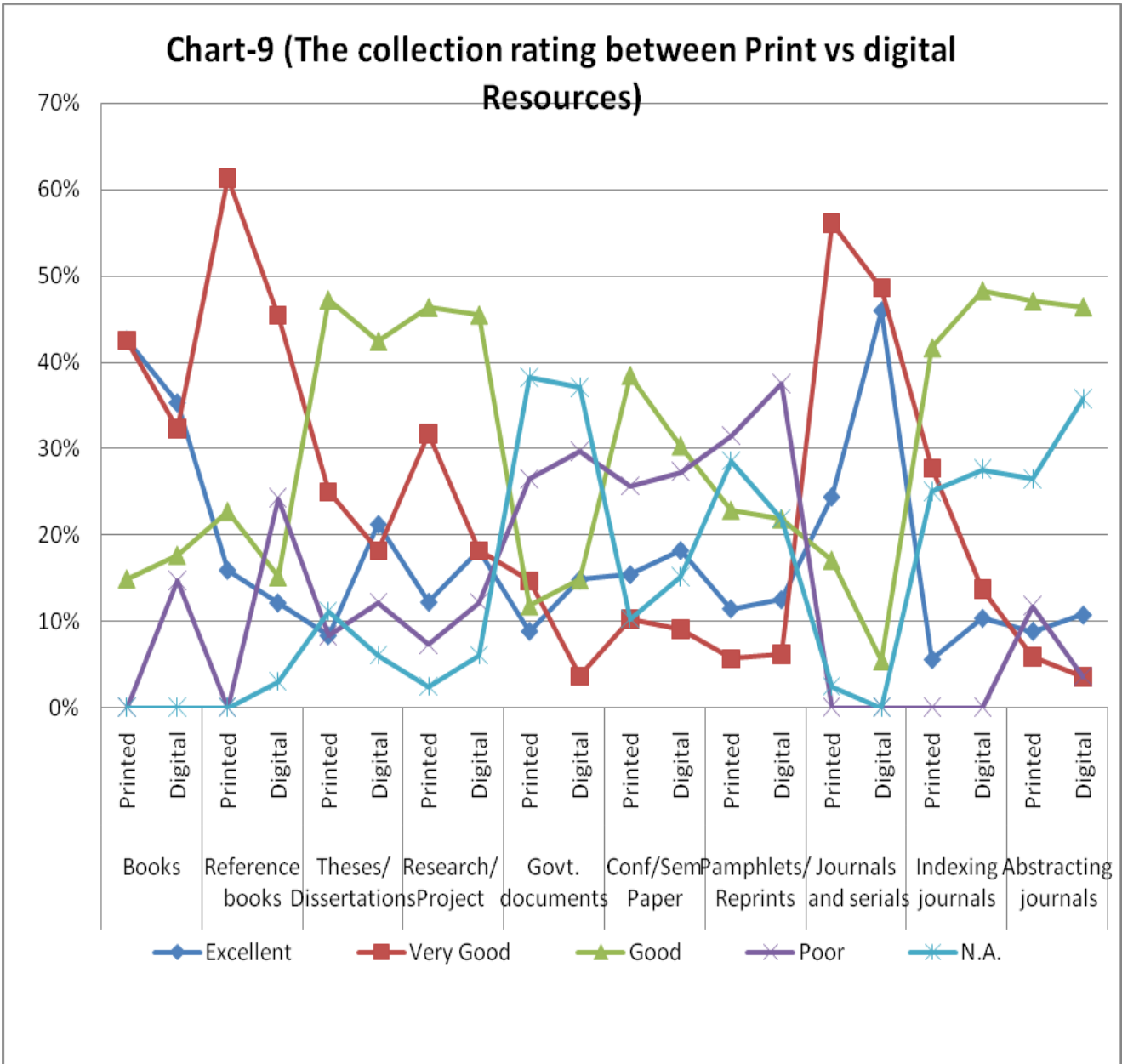
Chart-8 (Useful Resource type at different stages)



(Figure- 4.8)

It was asked (*How do you rate the collection of your library?*) to both the users and LIS the professionals to know the current position of digital resources in their library collections. It was found that digital collections have been reaching in a good stage of the self-financed institutions in Gr. Noida. Digital libraries are initiative and its growth & development have been seen these days. Although the rating of digital resources is not higher than the print resources, It is not much difference between these two. (*See table-9 & chart-9 in figure-4.9*).

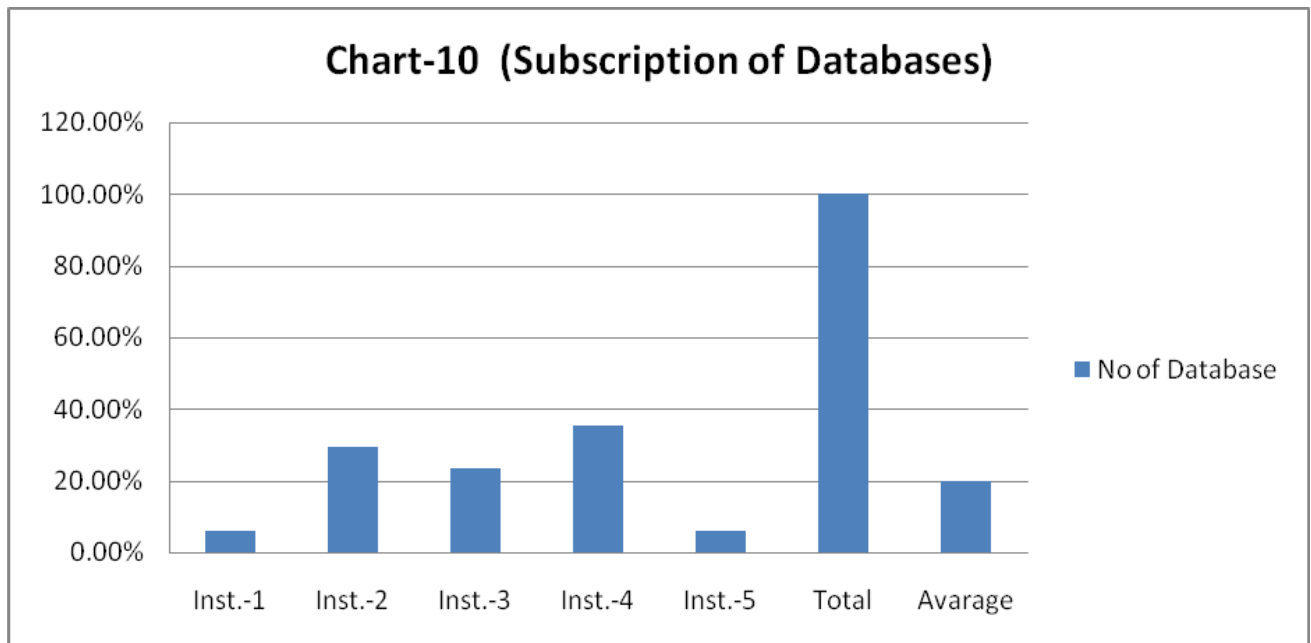
Table-9 (The collection rating between Print vs. digital Resources)														
	Resources	Resource Type	Excellent	Per%	Very Good	Per%	Good	Per%	Poor	Per%	N.A.	Per%	Total	Per%
1	Books	Printed	20	43%	20	43%	7	15%	0	0%	0	0%	47	100%
		Digital	12	35%	11	32%	6	18%	5	15%	0	0%	34	100%
2	Reference books	Printed	7	16%	27	61%	10	23%	0	0%	0	0%	44	100%
		Digital	4	12%	15	45%	5	15%	8	24%	1	3%	33	100%
3	Theses/ Dissertations	Printed	3	8%	9	25%	17	47%	3	8%	4	11%	36	100%
		Digital	7	21%	6	18%	14	42%	4	12%	2	6%	33	100%
4	Research/ Project	Printed	5	12%	13	32%	19	46%	3	7%	1	2%	41	100%
		Digital	6	18%	6	18%	15	45%	4	12%	2	6%	33	100%
5	Govt. documents	Printed	3	9%	5	15%	4	12%	9	26%	13	38%	34	100%
		Digital	4	15%	1	4%	4	15%	8	30%	10	37%	27	100%
6	Conf/Sem. Paper	Printed	6	15%	4	10%	15	38%	10	26%	4	10%	39	100%
		Digital	6	18%	3	9%	10	30%	9	27%	5	15%	33	100%
7	Pamphlets/ Reprints	Printed	4	11%	2	6%	8	23%	11	31%	10	29%	35	100%
		Digital	4	13%	2	6%	7	22%	12	38%	7	22%	32	100%
8	Journals and serials	Printed	10	24%	23	56%	7	17%	0	0%	1	2%	41	100%
		Digital	17	46%	18	49%	2	5%	0	0%	0	0%	37	100%
9	Indexing journals	Printed	2	6%	10	28%	15	42%	0	0%	9	25%	36	100%
		Digital	3	10%	4	14%	14	48%	0	0%	8	28%	29	100%
10	Abstracting journals	Printed	3	9%	2	6%	16	47%	4	12%	9	26%	34	100%
		Digital	3	11%	1	4%	13	46%	1	4%	10	36%	28	100%



(Figure- 4.9)

Databases have been used by the institutions to serve their users as digital resources. To answer the question (*Does your library subscribe any Database*), respondents reply that all institutions have subscribed database for their library, but the number of databases are differ institutions to institutions. Average number of subscription of database is 6 to 7 per Institution. $\sum f/n=34/5=6.8$ which is 20% of all. (See table-10 & chart-10 in figure-4.10).

SN	Institutions	Sub Database	No of Database	Per%
1	Inst.-1	Y	2	5.88%
2	Inst.-2	Y	10	29.41%
3	Inst.-3	Y	8	23.53%
4	Inst.-4	Y	12	35.29%
5	Inst.-5	Y	2	5.88%
	Total		34	100.00%
	Average		34/5=6.8	20.00%

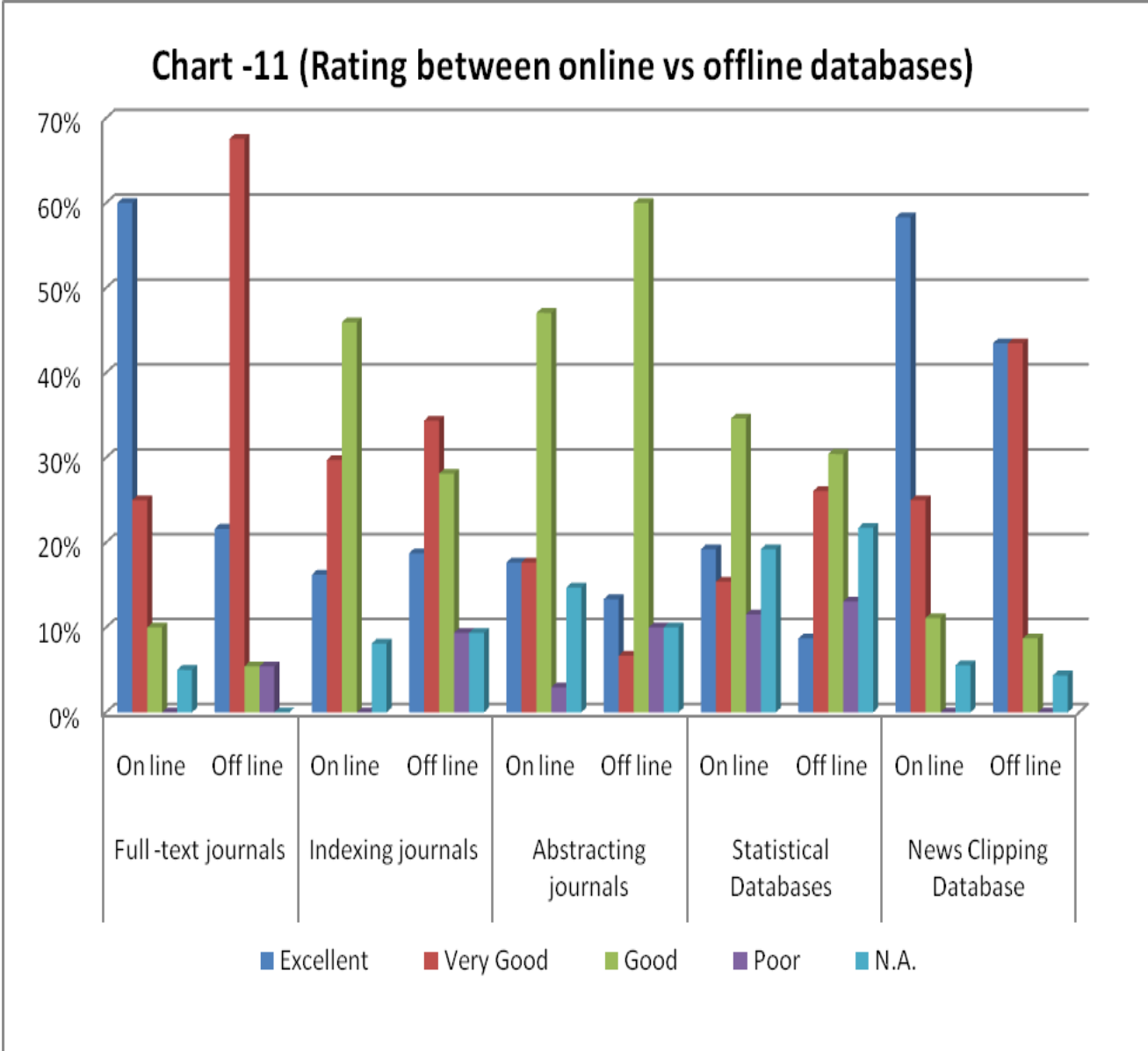


(Figure- 4.10)

After analyzed the responds of the question (how do you rate the database of your library?), it has been found that the institutions have been subscribing different types of databases to develop their digital resources through both online and offline. The replies of the respondents have been rating to different types of databases of their online and offline forms. It has been seen that online databases are rating higher than offline databases. But the current status of offline database is in a good condition which show the bright future of digital archives (*See table-11 & chart-11 in figure-4.11*).

Table-11 (Rating between online vs. offline databases)

SN	Type of Databases	Type of Resource	Excellent	Per ^o %	Very Good	Per ^o %	Good	Per ^o %	Poor	Per ^o %	N.A.	Per ^o %	Total	Per ^o %
1	Full -text journals	On line	24	60%	10	25%	4	10%	0	0%	2	5%	40	100%
		Off line	8	22%	25	68%	2	5%	2	5%	0	0%	37	100%
2	Indexing journals	On line	6	16%	11	30%	17	46%	0	0%	3	8%	37	100%
		Off line	6	19%	11	34%	9	28%	3	9%	3	9%	32	100%
3	Abstracting journals	On line	6	18%	6	18%	16	47%	1	3%	5	15%	34	100%
		Off line	4	13%	2	7%	18	60%	3	10%	3	10%	30	100%
4	Statistical Databases	On line	5	19%	4	15%	9	35%	3	12%	5	19%	26	100%
		Off line	2	9%	6	26%	7	30%	3	13%	5	22%	23	100%
5	News Clipping Database	On line	21	58%	9	25%	4	11%	0	0%	2	6%	36	100%
		Off line	10	43%	10	43%	2	9%	0	0%	1	4%	23	100%

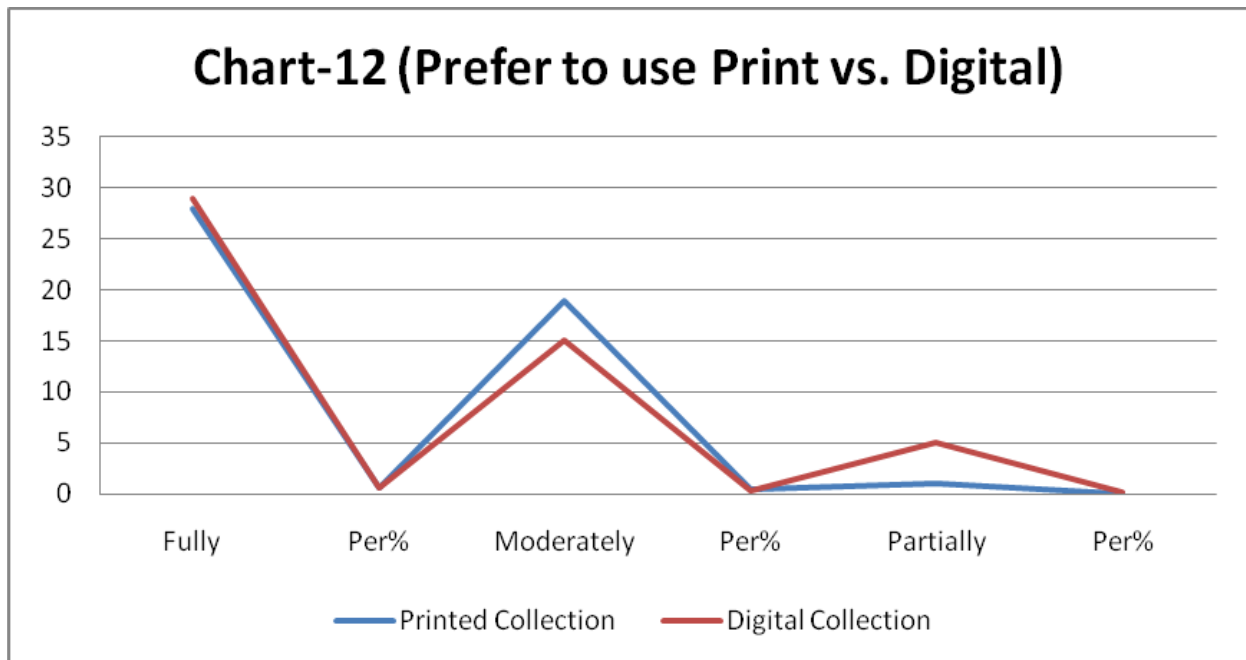


(Figure- 4.11)

4.2.2 Future Plans:

The respondents were asked about their likes to use collections type (digital vs. print). After analyze the question (*what form you prefer to get the documents/information?*), it found that almost wants fully digital as well as printed also. But in the comparison, most people choice for digitalization. It seems from that digital is partially higher and printed is moderately higher. (*See table-12 & chart-12 in figure-4.12*).

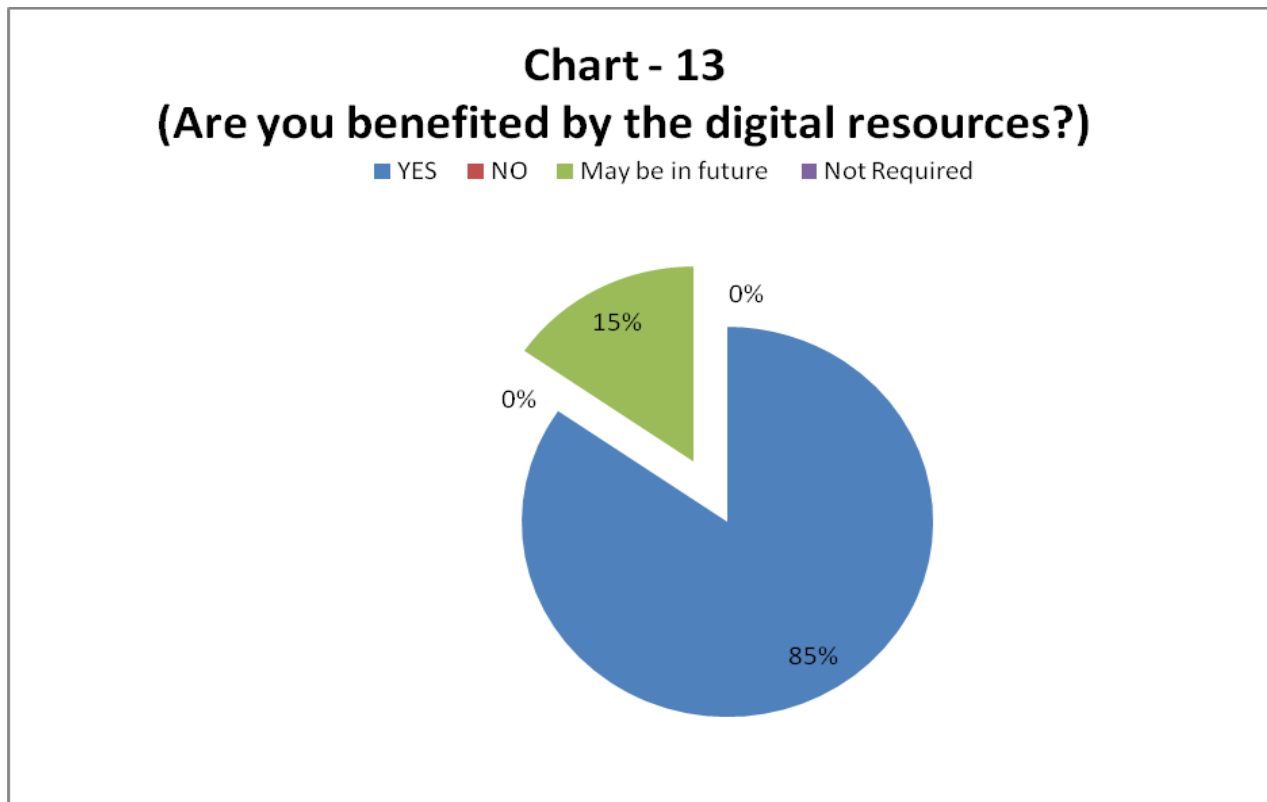
Table-12 (Prefer to use Print vs. Digital)								
Collections	Fully	Per%	Moderately	Per%	Partially	Per%	Total	Per%
Printed Collection	28	58.33%	19	39.58%	1	2.08%	48	100.00%
Digital Collection	29	59.18%	15	30.61%	5	10.20%	49	100.00%



(Figure- 4.12)

When it was asking (Are you benefited by the digital resources?) about the benefited by digital resources, It was found that almost 85% users answered YES to this question and other15% said may be in feature . Nobody answered it as *No or not required* for this question. Why they said No!!! The digital age is going on (See table-13 & chart-13 in figure-4.13).

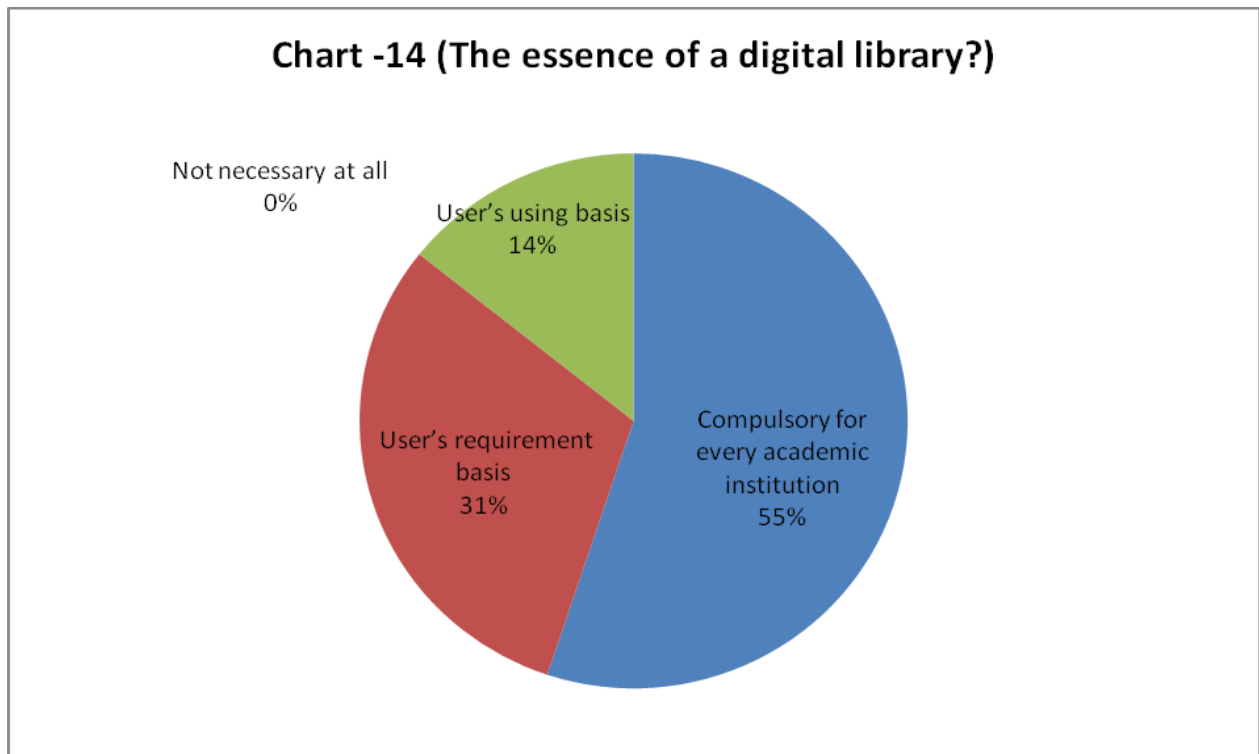
Table-13 (Are you benefited by the digital resources?)		
Answers	No of Responds	Per%
YES	22	84.62%
NO	0	0.00%
May be in future	4	15.38%
Not Required	0	0.00%
Total	26	100.00%



(Figure- 4.13)

Different people have different views to the question (*In your view, the essence of a digital library?*). Almost people have suggested it as compulsory for every academic institution where some have gone through user's requirement basis and some answered as user's using basis. But no one said it is not necessary at all (*See table-14 & chart-14 in figure-4.143*).

Table-14 (The essence of a digital library?)		
Answers	No of Responds	Per%
Compulsory for every academic institution	27	55.10%
User's requirement basis	15	30.61%
User's using basis	7	14.29%
Not necessary at all	0	0.00%
Total	49	100.00%

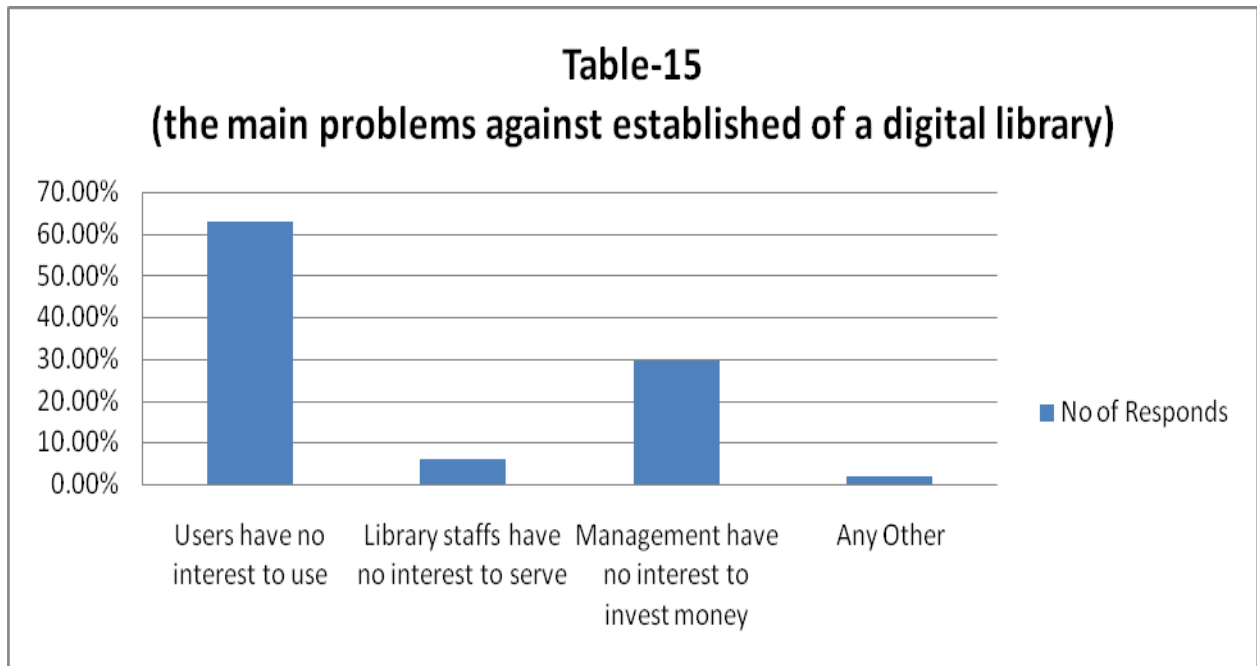


(Figure- 4.14)

4.2.3 Problems & Barriers:

As we have seen that there are a few berries in front of the initiative and progress of a digital library, it was asked about the problems against growth and development of a digital *library* (*In your view, what are the main problems in front of establishment a digital library?*). Almost the respondents reply gone through that Users have no interest to use and Management have no interest to invest money Just a few people are against ‘no interest to serve’ of the library staffs.

Table-15 (the main problems against established of a digital library)		
Answers	No of Responds	Per%
Users have no interest to use	32	62.75%
Library staffs have no interest to serve	3	5.88%
Management have no interest to invest money	15	29.41%
Any Other	1	1.96%
Total	51	100.00%



(Figure- 4.15)

5. FINDINGS & CONCLUSION

5.1 Findings:

In this study it was found that Greater Noida institutional area is still under the category of electronic/automatic libraries. Only 20% libraries have been using digital library software, 80% libraries have not till used; they are using only library automation software. All of them 60% have an under processing digital library where just 40% have an existing digital library. Their digital archrivals have been initiated by the library staffs with support of the IT staffs. A few libraries have used cooperation of resource sharing where none of them have used the support of an expert for their initiative. A few institutions have initiative from the beginning and user's demand where almost have initiated after develop in library services and instruction of the management. Almost 55% needs a digital library should be compulsory for every academic institutions, where some people go through the user's requirement basis (31%) and the user's using basis (14%)

The institution has a good collection of Question Banks, Projects/Dissertations and Video Lectures. Including the above the institutions also have Research Reports, CAS (i.e. News Clipping), Case Studies and Archives. The institutions have both printed and digital resources of all the above resources. But printed collection rating is higher than the digital till yet.

Almost 85% users have already benefited by the digital resources where other15% hope the benefit in future. The study found that digital resources are more useful than the printed resourced in the different stages in research. Almost users need their libraries as fully digitization where some needs moderately and partially of printed and digital resources. But the current status of the institutions, have been rating their printed resources greater than their digital resources. The rating of the digital resources is not much difference than the printed; it will be equally and may be higher than printed in future.

The institutions have both online and offline database. Every institution has been subscribed databases as a digital resource for their users but the rating of online database is better than the offline database. In archival point of view, offline database is the self archive of that institution. The institutions have rating excellent for full-text journal and News Clipping Database where Indexing journals, Abstracting journals and Statistical Databases are ratings good.

It was found that the problems & berries against digital archival in self-financed institutions are belongs to '**No Interests**'. The three main problems against the digital initiative are:

1. **Users** have no interest to use
2. **Library staffs** have no interest to serve
3. **Management** have no interest to invest money

5.2 Effect on Academic Excellent:

Initiative of digital archives shows the value of an institution. As it was studied that mostly users need digitalization and feel it as a necessary resource for their study, its effect has been falling on the academic excellent. The students and the faculties of an institution have been fully benefited by the digital resources in different stages of their studies as well as research works. Digital resources are better than the prints from different regions i.e. save rare materials, consume storage space, sharable, easy and world wide access. So as the competitive market users need smart reading. They need resources could be access by anyone from anywhere at any time. In the case of video-lectures, a student can attend a lecture in his home; also, he/she can further view the lecture again and again until not understand clearly. As the students studied well, they will have scored more in different fields i.e. exams, placements etc. which leads to the institution's ranking. It also leads to build the brand of the institution's name in the market which will be demanded by the students for admission. Therefore, overall seen that digital library is very necessary for all academic institutions. It is a part of academic infrastructures which has been supporting in the academic excellent.

5.3 Conclusion:

It has been seen there are a few problems on the development ways of digital archivals in self financed institutions in Gr. Noida. It is not difficult to solve out the problems. Every problem has a solution, but it is necessary to identify the problems. As we have already identified the problems we have to bring its solutions now. It has seen there are three main problems which responsibilities on the following three peoples:

1. The Users;
2. The Library Staffs;
3. The Management

If it can be controlling the above three people, the berries against the initiative of a digital collection will be no longer. So, the following steps should be taken:

- User's study is the first point which we can understand the users that why they have not interested to use the digital resources.
- Attractive the users through organizing special programs and provide special facilities.
- The user's using habit should be increasing using different techniques.
- The library staffs should be responsibility to their duties without any hesitation.
- The library professionals should have well qualified, experienced, with good personality, helpful and friendly nature.
- The Librarians should have a good personality and should keep good relation with the users as well as the professional and colleagues.

- A good library committee should be organized who can present the library's value in front of the management
- The librarian should have good knowledge to describe the value of the digital resources and show user's needs and user's satisfaction services

BIBLIOGRAPHY

- Webster's Comprehensive Dictionary. Encyclopedic Ed. 2004. Trident: USA
- Oxford Advanced Learner's Dictionary. 7th. 2008. Oxford University Press: India
- Longman Dictionary of Contemporary English. 4th ed. 2003. Pearson: England
- Malvia, R N. (2008) Digital Library and Academic Society in India. p1-09, 20-27.
- Markscheffel, B. (2008). Classification of Digital Libraries-An e-Business model-based Approach. Journal of digital Information Management. v6 n1 p71-80.
- Flecker, Dale. (2003). Digital Archiving: What is involved. EDUCAUSE Review. v38n1. p10-11.
- Ashenfelder, Mike. (2013). The Library of Congress and Personal Digital Archiving. P31-45.
- Waugh, Andrew. (2007). The Design and Implementation of an Ingest Function to a Digital Archive. DLib Magazine. V13n11/12.
- Joshi, S S. (2009). Concept of Digital Libraries: Role of Digital Right Management in the far use of digital material. Indian Journal of Library and Information Science. v3n3. p145-149.
- Jalal, Samir Kumar. (2009). Collection Development in Digital Environment: A Study. Indian Journal of Library and Information Science. v3n3. p151-160.
- Sheela, V. (2010). The Preservation of Digital Information: Issues and Observations. Journal of Library and Information Science. v4n3. p223-227.
- Swain, Dillip K. (2011). Technologies and Trends of Digital Preservation: An Appraisal. SRELS Journal of Information Management. v48n3 p305-316.
- Seifi, Leili. (2011). Digitization and Digital Preservation of Manuscripts in Central Library and Documentation Center, University of Tehran-Tehran, Iran. SRELS Journal of Information Management. v48n3 p317-320.
- Seifi, Leili. (2011). Digitization and Digital Preservation of Heritage Collection in India and Iran: A Comparison. *SRELS Journal of Information Management*. v48n4 p425-431.
- [Garderen, Peter Van. \(2005–2009\). Digital Archives.](http://archivemati.ca/2005/11/08/digital-archives/) (Visited on 05.05.2014)
- <http://www.dlib.org/dlib/november07/waugh/11waugh.html> (Visited on 05.05.2014)
- http://en.wikipedia.org/wiki/List_of_digital_library_projects (Visited on 07.05.2014)

- <http://digitalpreservation.gov/personalarchiving/photos.html> (Visited on 07.05.2014)
- <http://digitalpreservation.gov/you> (Visited on 07.05.2014)
- <http://www.unesco.org/archives/multimedia/index.php?pg=14&pattern=Digital+Archiving+Project> (Visited on 07.05.2014)
- <http://www.oclc.org/digital-archive.en.html> (Visited on 08.05.2014)
- <http://dayofdigitalarchives.blogspot.in/> (Visited on 08.05.2014)
- <http://www.ala.org/alcts/confevents/upcoming/webinar/042914> (Visited on 09.05.2014)
- <http://www.ilovelibraries.org/articles/digitallibrary> (Visited on 09.05.2014)
- <http://www.montrealgazette.com/news/Berthiaume+Taking+libraries+into+digital/9788314/story.html> (Visited on 09.05.2014)
- Sue Myburgh, Anna Maria Tammaro (2012), Education for Digital Librarians: Some European Observations, in Amanda Spink, Jannica Heinström (ed.) *Library and Information Science Trends and Research: Europe (Library and Information Science, Volume 6)*, Emerald Group Publishing Limited, pp.217-245
- Emma Stuart (2013), Organizing Photographs: Past and Present, in Jung-Ran Park, Lynne C. Howarth (ed.) *New Directions in Information Organization (Library and Information Science, Volume 7)*, Emerald Group Publishing Limited, pp.137-155
- Michael Seadle (2004), Sound Preservation: From Analog to Digital, in Frederick C. Lynden (ed.) *27 (Advances in Librarianship, Volume 27)*, Emerald Group Publishing Limited, pp.97-117
- Karen F. Gracy, Michèle Valerie Cloonan (2004), The Preservation of Moving Images, in Frederick C. Lynden (ed.) *27 (Advances in Librarianship, Volume 27)*, Emerald Group Publishing Limited, pp.49-95
- Reinhard Altenhöner, (2006) "Data for the future: The German project "Co-operative development of a long-term digital information archive" (kopal)", *Library Hi Tech*, Vol. 24 Iss: 4, pp.574 – 582
- Caroline Brown, (2006) "Digitization projects at the University of Dundee Archive Services", *Program: electronic library and information systems*, Vol. 40 Iss: 2, pp.168 – 177

- Eduardo Peis, Félix de Moya, J. Carlos Fernández-Molina, (2000) "Encoded archival description (EAD) conversion: a methodological proposal", *Library Hi Tech*, Vol. 18 Iss: 4, pp.360 – 368
- Anna Sexton, Chris Turner, (2002) "Expanding the role of EAD: providing adequate metadata for digital as well as original archive documents", *VINE*, Vol. 32 Iss: 4, pp.71 – 80
- B.M. Meera, M. Manjunath, Manjunath Kaddipujar, (2013) "Facets of digital data dissemination: value addition through “imprints collection”", *Library Hi Tech*, Vol. 31 Iss: 2, pp.308 – 322
- Amber L. Cushing, (2010) "Highlighting the archives perspective in the personal digital archiving discussion", *Library Hi Tech*, Vol. 28 Iss: 2, pp.301 – 312
- Erika Banski, (2002) "Implementation of Dublin Core at the University of Alberta Libraries", *OCLC Systems & Services*, Vol. 18 Iss: 3, pp.130 – 138
- Robert Fox, (2006) "Lingua franca of digital libraries", *OCLC Systems & Services*, Vol. 22 Iss: 1, pp.26 – 33
- Paul Clough, Jiayu Tang, Mark M. Hall, Amy Warner, (2011) "Linking archival data to location: a case study at the UK National Archives", *Aslib Proceedings*, Vol. 63 Iss: 2/3, pp.127 – 147
- Jeroen Bekaert, Dimitri Van De Ville, Boris Rogge, Iwan Strauven, Emiel De Kooning, Rik Van de Walle, (2002) "Metadata-based access to multimedia architectural and historical archive collections: a review", *Aslib Proceedings*, Vol. 54 Iss: 6, pp.362 – 371
- Roderic Vassie, (2007) "Microform and Digital Publishing", *Library Hi Tech News*, Vol. 24 Iss: 9/10, pp.26 – 29
- Andrew Hampson, (2001) "Practical experiences of digitisation in the BUILDER Hybrid Library Project", *Program: electronic library and information systems*, Vol. 35 Iss: 3, pp.263 – 275
- Sharon Adam, (2010) "Preserving authenticity in the digital age", *Library Hi Tech*, Vol. 28 Iss: 4, pp.595 – 604

- Jaqueline Spence, (2006) "Preserving the cultural heritage: An investigation into the feasibility of the OAIS model for application in small organisations", *Aslib Proceedings*, Vol. 58 Iss: 6, pp.513 – 524
- Chih-Ming Chen, Chia-Chi Chen, (2010) "Problem-based learning supported by digital archives: Case study of Taiwan Libraries' History Digital Library", *Electronic Library*, The, Vol. 28 Iss: 1, pp.5 – 28
- Peter Williams, Jeremy Leighton John, Ian Rowland, (2009) "The personal curation of digital objects: A lifecycle approach", *Aslib Proceedings*, Vol. 61 Iss: 4, pp.340 – 363
- Waugh, Andrew (2007), the Design and Implementation of an Ingest Function to a Digital Archive, *D-Lib Magazine*, November/December 2007, Vol 13 No11/ 12
<http://www.dlib.org/dlib/november07/waugh/11waugh.html> (*Visited on 16.10.14*)
- <http://deity.gov.in/content/national-digital-library> (*Visited on 16.10.14*)
- www.galgotiacollege.edu/ (*Visited on 08.01.15*)
- www.glbitm.org (*Visited on 08.12.14*)
- www.galgotiacollege.edu/galgotiacollege/gimt/ (*Visited on 08.01.15*)
- www.gniotgroup.edu.in/ (*Visited on 08.01.15*)

APPENDIX-I

A-I Covering letter

For Private Circulation Only

QUESTIONNAIRE

“DIGITAL ARCHIVAL INITIATIVE OF SELF-FINANCED INSTITUTIONS IN GREATER NOIDA: A STUDY”

Dear Respondent,

I am conducting research on **“Digital Archival initiative of self-financed Institutions**. In this connection I have designed a questionnaire to get the responses of social scientists. I request you to spare some of your valuable time in filling up this questionnaire. The answers will be kept confidential and will be used for the purpose of research only.

Please find enclosed the questionnaire. You are requested to fill the questionnaire and send me within a week. Your cooperation in this regard will be highly appreciated.

Thanking you,
Yours sincerely,

NIRANJAN MOHAPATRA
Mob- +919015812344, +918882312344
E-Mail-nmohapatralis@gmail.com, bulu1207@gmail.com

Central Library
G L BAJAJ Institute of Technology & Management
Plot No-02, Knowledge Park-III
Greater Noida UP-201308

APPENDIX-II

A-II Questionnaires

Respondent Details

CATEGORY	Library STAFF:	Professional	Semi-Professional	Non-Professional
	Library USER:	Faculty	Research Scholar	Student
Name				
Designation				
Institution/Organization (Name & Address)				
Mob. No.				
E-Mail.ID				
Signature:				

A-II.1 Questionnaire for Library Staffs

Please answer the following questions as many as you can and as completely as possible. If you are unsure of an answer, please indicate that as your answer. (NOTE: make a tick (√) mark on the appropriate answers given below the questions or fill with an appropriate value)

1. Which type of Institute/Organization you are belongs to?

- Government []
- Public []
- Self-Financed []
- Other []

2. Institution/ Library:-

- Name of the institution :
- Name of the library :
- Year of Establishment : Institution.....Library.....

3. Type of library?

- Traditional []
- Electronic/ Automated []
- Digital []
- Virtual []

4. Library Timing:-

- Monday to Friday :(AM) to(PM)
- Saturday : (AM) to (PM)
- Sunday and holidays: (AM) to (PM)

5. Library Users: - (indicate the total number of users & per day users of different categories)

Category	No of Users	Per day users
Professor/ reader/ lecturer		
Visiting Professor		
Research scholar		
Student		
Any other (please specify)		
Total Users		

6. Library Staffs:-

Category	Nos.
Professional	
Semi-Professional	
Non- Technical	
Total Staffs	

7. Library Collections & Resources:-

Categories	Number of volume
Books	
Text Books	
Reference books	
Bound volumes (Journal)	
Thesis/ Dissertation	
Research/ Project report/ Consultancy	
Government document	
Conference/ seminar/ workshop paper/ reports	
Full- Text databases	
Indexing/ Abstracting databases	
Any other (Please specify)	

8. Non- book materials :-

Non-book Material	Yes	No
E-Books		
Audio cassettes		
Video cassettes		
Micro- film/ Micro-fiche		
Maps/ atlases		
Any other (Please specify)		

9. What is the status of a digital library in your institute?

- Already exist []
- Under processing []
- Not yet []
- Never possible []

10. What kind of digital resources are available in your library?

- Archives []
- Manuscripts []
- Research reports []
- Projects/Dissertations []
- Question Banks []
- Case studies []
- Video Lectures []
- CAS []

a. Any other? (*Please specify*)

.....

.....

.....

11. Where the digital resources & services of your library are available to access?

- a. Within the library Access Points []
- b. In campus Institutional LAN []
- c. Available to its users only over the Internet []
- d. Publicly available to all over the Internet []

12. When the digital library has initiated in your institution?

- From the beginning of the institute []
- After user's demand []
- After instruction of the management []
- After develop in library services []

13. How the digital library has been initiating in your library?

- By library staffs only []
- Library staff with support of IT staffs of the institute []
- Support by experts from the outside of the institute []
- Cooperation & resource sharing with other institutes []

14. Does your library use any software for control the digital resources?

- **Yes** []
- **No** []

➤ **If yes- What is name & details of the software?**

(Please specify)

.....

.....

.....

➤ **If No -How your library manage/control the digital resources?**

(Please specify)

.....

.....

.....

15. How do you rate the collection of your library?

Resources	Access form	Excellent	Very Good	Good	Poor	N.A.
Books	Printed					
	Digital					
Reference books	Printed					
	Digital					
Theses/Dissertations	Printed					
	Digital					
Research/Project reports/Case	Printed					

studies	Digital					
Government documents	Printed					
	Digital					
Conference/Seminar/Workshop paper/reports	Printed					
	Digital					
Pamphlets and Reprints	Printed					
	Digital					
Journals and serials	Printed					
	Digital					
Indexing journals	Printed					
	Digital					
Abstracting journals	Printed					
	Digital					

Any other (please specify).....

16. Does your library subscribe any Database?

- Yes []
- No []

➤ If yes- Total No of databases.....

- National database.....
- International database.....

(Please specify the names of the database(s))

.....

.....

.....

17. How do you rate the database of your library?

		Excellent	Very Good	Good	Poor	N.A.
Full -text journals	On line					
	Off line					
Indexing journals	On line					
	Off line					
Abstracting journals	On line					
	Off line					
Statistical Databases i.e. (Prowess, Capline etc.)	On line					
	Off line					
News Clipping Database i.e. (ISID etc.)	On line					
	Off line					

If any other (please specify)

18. How do you rate the Non-book materials of your library?

	Excellent	Very Good	Good	Poor	N.A.
Video cassettes					
Audio cassettes					
Micro-film/micro-fiche					
Slides					
Maps/atlasses					
CD-ROMs/DVDs					
Any other					

If any other (please specify)

19. In what form you prefer to get the documents/information?

	Printed	Digital
Books		
Theses/reports/other documents		
Periodicals		
Databases		
Non-book materials		

20. What are your suggestions for improving the following collection?

Collection	Fully	Moderately	Partially
Printed Collection			
Digital Collection			

If any other (please specify)

21. In your view, the essence of a digital library?

- Compulsory for every academic institution
- User's requirement basis
- User's using basis
- Not necessary at all

22. In your view, why a digital library is useful?

- To save the rare materials
- To provide easy & wide access
- To consume space to store
- To make it sharable

23. In your view, what are the main problems in front of establishment a digital library?

- Users have no interest to use
 - Library staffs have no interest to serve
 - Management have no interest to invest money
 - Any Other? (Please specify)
-

24. Please give your suggestion for initiative of the digital library?
(Please specify)

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

(Name & Signature of the respondent)

Date:-.....

(Thanks for your cooperation to answer the questions)

A-II.2 Questionnaire for Library Users

Please answer the following questions as many as you can and as completely as possible. If you are unsure of an answer, please indicate that as your answer. (NOTE: make a tick (√) mark on the appropriate answers given below the questions or fill with an appropriate value)

1. Which type of Institute/Organization you are belongs to?

- Government []
- Public []
- Self-Financed []
- Other []

2. Institution/ Library:-

- Name of the institution :
- Name of the library :
- Year of Establishment : Institution.....Library.....

3. Type of library?

- Traditional []
- Electronic/ Automated []
- Digital []
- Virtual []

4. Library Timing:-

- Monday to Friday :(AM) to(PM)
- Saturday : (AM) to (PM)
- Sunday and holidays: (AM) to (PM)

5. Library Collections & Resources:-

Categories	Number of volume
Books	
Text Books	
Reference books	
Bound volumes (Journal)	
Thesis/ Dissertation	
Research/ Project report/ Consultancy	

Government document	
Conference/ seminar/ workshop paper/ reports	
Full- Text databases	
Indexing/ Abstracting databases	
Any other (Please specify)	

6. Non- book materials :-

Non-book Material	Yes	No
E-Books		
Audio cassettes		
Video cassettes		
Micro- film/ Micro-fiche		
Maps/ atlases		
Any other (Please specify)		

7. What is the status of a digital library in your institute?

- Already exist []
- Under processing []
- Not yet []
- Never possible []

8. What kind of digital resources are available in your library?

- Archives []
- Manuscripts []
- Research reports []
- Projects/Dissertations []
- Question Banks []
- Case studies []
- Video Lectures []
- CAS []
- a. Any other? (Please specify)

.....

9. Where the digital resources & services of your library are available to access?

- a. Within the library Access Points []
- b. In campus Institutional LAN []
- c. Available to its users only over the Internet []
- d. Publicly available to all over the Internet []

10. When the digital library has initiated in your institution?

- From the beginning of the institute []
- After user's demand []
- After instruction of the management []
- After develop in library services []

11. How the digital library has been initiating in your library?

- By library staffs only []
- Library staff with support of IT staffs of the institute []
- Support by experts from the outside of the institute []
- Cooperation & resource sharing with other institutes []

12. Usability

➤ **How often do you visit your institution's library?**

- Daily []
- Twice a week []
- Once a week []
- Fortnightly []
- Once a month []

➤ **How much time do you usually spend on your each visit to library?**

- 0-1 hours []
- 2-3 hours []
- 4-5 hours []
- 6 hours and above []

➤ **For what purposes do you use the library?**

- Course contents []
- Research []
- Writing papers/articles []
- Book writing []
- Project/consultancy []
- Preparation of lectures []
- Any other (Please specify)

.....
.....
.....

13. How library is useful to you at different stages in research?

		Very useful	Useful	Not useful
At the time of identifying area for research	Printed resources			
	Digital resources			
At the time of analysis of data	Printed resources			
	Digital resources			
At the time of consultancy/project	Printed resources			
	Digital resources			
At the time of report writing	Printed resources			
	Digital resources			

Any other (*please specify*).....

14. How do you rate the collection of your library?

Resources	Access form	Excellent	Very Good	Good	Poor	N.A.
Books	Printed					
	Digital					
Reference books	Printed					
	Digital					
Theses/Dissertations	Printed					
	Digital					
Research/Project reports/Case studies	Printed					
	Digital					
Government documents	Printed					

	Digital					
Conference/Seminar/Workshop paper/reports	Printed					
	Digital					
Pamphlets and Reprints	Printed					
	Digital					
Journals and serials	Printed					
	Digital					
Indexing journals	Printed					
	Digital					
Abstracting journals	Printed					
	Digital					

Any other (please specify).....

15. Does your library subscribe any Database?

- Yes []
- No []

➤ If yes- Total No of databases.....

- National database.....
- International database.....

(Please specify the names of the database(s))

.....

.....

.....

.....

.....

16. How do you rate the database of your library?

		Excellent	Very Good	Good	Poor	N.A.
Full -text journals	On line					
	Off line					
Indexing journals	On line					
	Off line					
Abstracting journals	On line					
	Off line					
Statistical Databases i.e. (Prowess, Capline etc.)	On line					
	Off line					
News Clipping Database i.e. (ISID etc.)	On line					
	Off line					

If any other (please specify)

17. How do you rate the Non-book materials of your library?

	Excellent	Very Good	Good	Poor	N.A.
Video cassettes					
Audio cassettes					
Micro-film/micro-fiche					
Slides					
Maps/atlases					
CD-ROMs/DVDs					
Any other					

If any other (please specify)

18. In what form you prefer to get the documents/information?

Collection	Fully	Moderately	Partially
Printed Collection			
Digital Collection			

19. What are your suggestions for improving the following collection?

	Printed	Digital
Books		
Theses/reports/other documents		
Periodicals		
Databases		
Non-book materials		

If any other (please specify)

20. Are you benefited by the digital resources?

- Yes
- No
- May be in future
- Not required

21. In your view, the essence of a digital library?

- Compulsory for every academic institution
- User's requirement basis
- User's using basis
- Not necessary at all

22. In your view, why a digital library is useful?

- To save the rare materials
- To provide easy & wide access
- To consume space to store
- To make it sharable

23. In your view, what are the main problems in front of establishment a digital library?

- Users have no interest to use
- Library staffs have no interest to serve
- Management have no interest to invest money
- Any Other? (Please specify)

.....

24. Please give your suggestion for initiative of the digital library?

(Please specify)

.....

.....

.....

.....

.....

.....

.....

.....

.....

(Name & Signature of the respondent)

Date:-.....

(Thanks for your cooperation to answer the questions)

INDEX

Academic	3	4	13	17	22	34	39	61	77	80	Digitalization	2	5	8	13	26	75	80			
Academic											Digitization	2	3	6	12	25	35	44	79		
Archives	3	17									DSpace	29									
Academic											E-Book	2	4	9	11	21	52				
Excellent	80										Educational										
Academic											Institution	1	5	9	11	13	49	53			
library	3	5	8	13	17	27	61				E-Journal	1	4	11	22	50					
Administrative	3	15	17								E-Learning	2	11	32							
AICTE	49	50	51	53	54	57					E-Mail	4	22								
Archival	1	3	14	15	20	34	47	61	80		Encoded										
Archives	2	3	11	14	16	32	50	73	79		Archival										
											Description										
Archiving	9	19	31	42	43	80	81				(EAD)	36	37								
Archon	3	15									Engineering	2	35	47	53						
Bound volumes	50	52	54	56	58						Finance	2	8	12	27	47	61	63	70	80	81
CAS	63	79									G L Bajaj	51									
C-DAC	43	44	57								Galgotias	48	49								
Cloud											Ganeshi Lal										
Computing	3	25									Bajaj	48									
College	1	2	6	11	16	27	38	47			GIMT	48	49	50							
Communication	1	11	20	21	29						GLBITM	48	51	52							
Communication											Globalization	1	11								
Technology	1	9	11								GNIOT	48	53	54							
Cooperation	18	66	79								Greater										
											Noida	1	2	6	8	12	27	47	49	65	69
Database	4	22	29	42	67	72					Growth	4	5	11	13	22	51	65	70	78	
DELNET	4	22	23								Gutenberg	1	2	11	41						
Development	1	4	6	11	22	34	43	53	65	78	Gutenberg										
											Galaxy	2	11								
Dictionary	2	9	14	80							ICT	1	11	47							
Digital archival	1	5	13	31	43	47	61	80			Imagine	1	5	11	13						
Digital Library	2	7	14	20	22	24	36	41	62	77	Impact	1	11								
Digital Media	23	32	39								INFLIBNET	4	22								
Digital											Information										
Preservation	5	13	43								Technology	1	2	4	11	22					
Digital											Initiative	1	2	5	9	12	21	36	70	75	80
Repository	29										Innovation	5	6	8	9	13	24	27			
Digital																					
Resource	5	13	23	34	37	64	70	72	76	80											
Digital Storage	3	20	21	25																	

Institution	1	2	8	12	22	47	61	62	66	80	Periodical	52	56	58							
Internet	1	4	6	11	22	25	27	35	40	64	Placement	80	12								
Inventions	1	11									Possible	1	11	20	58						
IT Staff	66	79									Print	1	9	11	23	29	33	44	54	68	75
ITSEC	48	55	56								Printing press	1	11								
Journal	2	4	11	22	39	42	50	73	80		Private	2	8	16	21	47	84				
Knowledge	2	5	11	14	22	27	30	42	48	81	Professional	4	11	15	22	24	32	35	49	70	81
Knowledge Management Knowledge	2	11									Questionnaire Reference	7	26	59	65	68					
Park	2	47	48	49	51	53	55	57			Books	50	52	54	56	58					
Librarian	1	11	24	30	35	81					Repository	15	29	39	42	45	58				
Library	2	4	12	15	20	26	38	50	61	68	Researcher	1	11	17	25	29	44				
Library professional	4	22	81								Resource Sharing	66	79								
Library Staff	50	52	54	56	58	66	78	80			Self-Financed Standard Generalized Markup Language (SGML)	1	2	4	8	12	27	49	61	65	80
Library USer	50	52	54	56	58	68					Student	2	4	12	17	21	44	50	54	59	80
Magazine	9	14	15	43	54	56					Text Book Text-Encoding Initiative (TEI)	50	52	54	56	58					
Magnetic Media	23										UNESCO	36									
Management	2	9	11	17	29	31	47	67	78	81	University	19									
Manuscript	10	40	43	44	63						UPTU	9	10	34	36	38	75	49			
Memory National Archives	2	3	14	25	40						User's Demand	49	53								
National Informatics Centre (NIC)	3	16	30								User's Need	6	24	27	65	79					
Network News Clipping	23										User's Study	47	81								
Newspaper	1	4	11	20	22	24	40				Uttar Pradesh	81									
NICNET	73	79	80																		
NIET	2	11	54																		
OCLC	4	22																			
Offline	48	57	58																		
Online	18																				
Open Archival Information System (OASIS)	73	80																			
	4	18	22	29	36	52	58	73	80												