



NEED OF REPROGRAPHIC FACILITIES IN UNIVERSITY LIBRARIES

Manoj S. Dongardive,
Librarian,

Arts, Commerce College, Mayani, Satara, Maharashtra, India

The University Education Commission well felt the importance of university library and stated rightly as, "The library is the heart of all the university's works, directly so, as regards its research work, and indirectly as regards its educational work, which derives its life from research work. Scientific research needs a library as well as its laboratories, while for humanistic research the library is both library and laboratory in one." 1 So, "if a university library fails to perform its function of communicating its contents to those who are in need of them, it turns to be a bad library."2 Therefore, as the dam stores millions of gallons of water to be distributed to the individual fields through a well-knit irrigation system, the library stores reading materials to be distributed to individual students, teachers and the research scholars through its various channels of communication.

Reprography is one such channel of communication.

According to T. P. Saxena, "Reprography signifies all the various activities and techniques associated with the facsimile reproduction of documents. Microfilms, microprint, photostat, reflex copy, xerography, thermos fax, diazo, off-set and other bewildering varieties of processes and methods used for making copies of documents constitute reprography." To define simply and straightly, reprography is a term used for both copying and duplicating documents. It is the generic term now used to describe all the kinds of photocopying equipment which are currently available, and which enable facsimile copies of documents of every kind indistinguishable from the original to be made instantly and cheaply on approaches.

1. India. University Education Commission (1948-49) (Chairman: S. Radhakrishnan) 'Report. Delhi, Manager of Publications, GOI 1949.

2. Jolly, L. "Australian University Library". In Saunder, W. L. University and research library studies, Oxford, Pergamon Press, 1968 p. 18.

Reprography is now well-established both as a term and a technology. It is becoming increasingly important during recent times in view of its vital role in modern documentation and information communication.

Today, in all the developed countries, no library, educational institution or office is without such equipment. But in our country the situation is not much encouraging. It appears that the Librarians and the Administrators in India were not aware of the usefulness of reprographic techniques. This is why reprographic facilities was adopted in the libraries in India very recently as a result of which all the libraries of the country are not yet equipped with adequate reprographic facilities.



Reprography is very much useful in the following cases, and the need of adopting it in a university library may be summarised as follows:

1. For having copy of page or pages of a book which are missing
2. To avoid leaning out the original document by providing a xerox, photostat or microfilm copy
3. For preserving the costly, rare and out of print books
4. For preserving books and other documents which are easily damageable due to its old age
5. To store in microfilm for saving in space
6. For enlargement and reduction of graph, map, diagram, design or specifications etc.
7. As a source of income to the institution for selling the cople at nominal rates
8. Above all, for saving the time of the readers.

Materials such as reference books, rare books, theses, periodicals or heavily used items which are not normally loaned out photocopied adhering strictly to copyright laws, and supplied to students, teachers, scientists and research scholars of a university. The various microforms beginning with microfilm have opened up further possibilities in the context of library management. The less used materials, the old and rare documents including manuscripts, out of print books and other valuable documents can be converted into microfilm which can be preserved easily. This is the easiest way to solve the usual space problem in a fast growing

university library. Tearing off the pages of books and other reading materials is

an usual feature of Indian libraries. It is experienced that some users of the university libraries also engage themselves in tearing off the important pages of books, periodicals etc. It has appeared as a great disease among the Indian readers. If easy and adequate reprographic facilities are provided in the university libraries, this practice may, to a great extent, be prevented. Moreover, the already torn off pages can be reproduced and added to the original document.

Normally, everybody in need of information must present themselves in the library. This was the image of traditional library service. But this concept is fast changing. Now, a university library cannot be treated as immovable store house of information. The users of the university library- especially the research workers, scientists administrators and busy teachers now demand that information, if available in the library, should be made available to them at their respective places of work. That is why, the modern concept, "the library should be able to reach out to people and places where information is needed" is emerging out.

The benefit of the reprographic services can best be explored by the research scholars in a university library. A research scholar has to depend on a large number of periodicals, theses, reports etc which are generally not lent out from the library. Facsimile copies of required materials can easily be produced and supplied thereby saving the valuable time of the research scholar, provided the library is equipped with adequate reprographic facilities.



Most of the university libraries in our country have been giving more emphasis on the acquisition of materials and organisation of acquired materials. The emphasis has now been shifting speedily to the dissemination function of the library. Reprography is an ancillary to the dissemination function of a university library. It plays a vital role in the communication of information. It enables a university library to place at the disposal of a researcher the literature relevant to his/her subject from numerous sources at his/her desk. To present the RIGHT INFORMATION to the RIGHT PERSON at the RIGHT TIME is an important task of Selective Dissemination of Information (SDI).

To keep the teachers and researchers abreast of the recent developments in their field of study and research, a university library should invariably provide Current Awareness Service (CAS).

What has been published in which document in recent time (w the week/fortnight/month) can be informed to the research so lars, scientists and teachers so that they can easily pick up relev information's without loss of time. The use of payments in offering CAS and SDI service saves the time of the as well as the library staff. reprographic)

15 However, to offer CAS and SDI service on a regular basis is need of a separate documentation or information section University library. The Gauhati University and the Dibrugarh university have not got such separate unit in their libraries. The boy Agricultural University in the state has opened in its libraries Jorhat and Khanapara campus two documentation sections un two documentation officers. Besides compiling ad-hoc bibliographie, the sections are offering regular CAS and SDI service the research scholars, scientists and teachers.

It is hoped that the Gauhati University and the Dibrugarh Unive ty will also think of such additional sections in the libraries in future.

A university library subscribes to a good number of curet periodicals. But due to the steep hike of periodical subscription cost of books and other reading materials, the most effluent lib in India cannot afford to acquire all the published materials the its users may ask for.

In Assam the situation is more deteriorated. The three University are suffering from financial stringency since some years bao It has become very much difficult for the universities of Assan to procure the most needed foreign periodicals recommended by respective teaching departments due to steep rise in forage periodical subscription and also hike in conversion rates of forge currency.

Adequate reprographic facilities can enable us to get ever s difficulties to a large extent. Xerox copies or microfilm copies such type of materials can be transmitted from one library to other. For this, there should be a networking for resource Shum among the university libraries of the state. This will enable ressa scholars and libraries of the state to have access to the periodicals resources of each of the university libraries under the network So, one library may not subscribe to the same periodicals subs bed by another library of the network.

The network is possible with the stipulations that, first, the list of current periodicals of each of the library may be circulated among the libraries to inform about the availability of the periodicals.



Secondly, as soon as the current issues of the periodicals are received, each library may supply the xerox copies of the content pages of the periodicals to other libraries of the network.

Then, the xeroxed or microfilm of the required articles may be sent from one library to the other.

For this, each constituent library should be well equipped with adequate reprographic facilities.

Thus, through the network and with the help of reprographic facilities, periodical resources can be shared by each university library. It will result in a good savings in the budgets of the Universities.

This should be given a serious thought.

It will be better to think of this network on a regional basis covering all the universities libraries of North-East India.

BIBLIOGRAPHY

1. Chakraborty, M.L. Bibliography in theory and practice, Calcutta, World Press, 1975, p. 419
2. Guha, B. Role of reprography in research with special reference to N.E. India. Souvenir of Regional Seminar on Library system, Data collection and Dissemination of Information. Shillong, North Eastern Council, 1981, pp 14-15
3. New, Poter G. Reprography for librarians. London, Clive Bingley, 1975
4. Patil, Y. N. Setting up a reprographic unit in R & D organisation.
Alis bulletin. 9 & 10 (1985-86) pp 14-23
5. Saxena, T.P. "Reprography for libraries." In Sharma, Ram Saroop, ed. Bibliography and Documentation. Patiala, Masaan Publishers, 1974. pp 172-180
6. Sengupta, B. and Chatterjee, N. Documentation and Information retrieval. Calcutta, World Press, 1977
7. Srivastava, S.N. and Verma, S.C. University libraries in India. New Delhi, Sterling Publishers, 1980.