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Use Information Communication Technology (ICT) in Library & Information Services: An Overview

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ABSTRACT

The paper introduced the concept of Information and Communication Technology (ICT) and Library and Information services. Information and communication Technology has revolutionized the information handling activities in the libraries and information centres during the past few years. Effectiveness of library services now largely depends upon the Information and Communication Technology. The study endeavors to identify various components of ICT which are used or being used in libraries and information systems. ICT has been one of the major factors causing changes in the field of Library and Information Science which people or user can communicate, retrieve and disseminate and used information.

Keywords: *ICT, Library services, Information services*

FULL PAPER

Introduction

Information and Communication Technology (ICT) is an umbrella term that includes all technologies for the manipulation and communication of information. Further ICT described as the use of computer-based technology and the internet to make information and communication services available to wide range of users. Librarians are provided the strategies and tools to help users make the most of web-based information. Information overload, misinformation, fees, poorly designed navigation, and loss of brows ability all hamper the searcher. Library professional have always been evolving, adapting to new technologies, new media, and the ever-changing need of users, more recently these changes have accelerated to match rapid developments in information and communication technology.

Library and information professionals today need to acquire knowledge and skills in information and communication technology as the services of more and more libraries are now centering on information technology. In this age of globalization, the importance of ICT to people generally and information professionals in particular cannot be overemphasized. In fact, it is now difficult to imagine a world without information technology. The provision and use of ICT is part and parcel to the entire system, to both the students, informational professionals and the institutions².

Definitional Analysis

Information and communication technology (ICT) is often used as an extended synonym for Information Technology (IT), but it is more specific term that stresses of telecommunications (telephone lines and wireless the role of unified communications and the integration software, middleware storage, storage and audio-visual signals), computer as well as necessary enterprise systems, which enable users to access, store, transmit and manipulate information.³

Hamelink provides a useful and clear definition of the handling of information and facilitate different forms ICT indicating ICTs are those technologies that enable of communication. These include capturing technologies (e.g. camcorders), storage technologies (e.g. CD. software), communication technologies (e.g. Local Area ROMs), processing technologies (e.g. application Network) and display technologies (e.g. computer monitors).⁴

Hence ICT can be defined as the use and application of computers, telecommunications and microelectronics in the acquisition, storage, retrieval, transfer and dissemination of information.

Objectives of Information Communication Technology

1) To provide greater and easier access information.

- 2) To allow access to computers and the internet for everybody, so that a divide does not build up between those who do not possess computers.
- 3) To give access to digital learning materials, which are set to increase in both quality and quantity.
- 4) To provide staff expertise to seek out information or learning materials-staff become skilled gatekeepers not just of printed source but of the digitized ones too.
- 5) To assist people to develop their Information and communication technology (ICT) skills for accessing information.
- 6) To maintain an effective Staff development programs to ensure that Information and communication technology staff continue to develop necessary skill to provide high quality services and support.

ICT based Library Services

Data processing: Data processing that used a computer program to summaries, analysis or otherwise converts data into usable information. The Processes may be automated and run on a computer. In the data processing we can do data entry, data coding transformation, translation, data aggregation, data validation, data tabulation, statistical analysis, computer graphic, data warehousing, data mining.

Circulation: a circulation department is one of the key departments of a library. It provides lending services and facilities for return of loaned items. Renewal of materials and payment of fines is also handled at the circulation desk. Circulation staff may provide basic search and reference services to library users.

Cataloguing: Online catalogue has greatly enhanced the usability of cataloguing. OPAC have enhanced usability over traditional card formats. The Online catalogue does not need to be sorted statically; the user can choose author, title, keyword or systematic order dynamically. Most online catalogues offer a search facility of any word of the title is reached even better.

Bibliography: Bibliography service compilation of bibliography, reading list and state of art reports are very parts of LIX work, particularly in research and academic libraries. Browsing through bibliography database in electronic form on CD-ROM or online, offers efficient and cost-effective information retrieval. Bibliography databases also provide unique search features such as searching on multiple criteria, and variety of display formats and styles.

Prepared in house database: A library is a collection of sources, resources and services and the structure in which it is housed it is organized by the library for the use of library members. Modern libraries are increasingly being redefined as places to get unrestricted access to information in many formats and from many sources. In addition to providing materials, they also provide

the services of specialists, librarians, who are experts at finding and organizing information and at interpreting information needs.

Information Services:

Some of the important changes that developments in ICT have brought about in information services are:

- Changes in formats, contents and methods of production & delivery of information product, and a new business model for use of information product. This requires procedural and infrastructural changes and cost implications in libraries.
- Emergence of Internet as the largest repository of information and knowledge.
- Extinction or significant transformation of some of the conventional information services such as press clipping, content pages, company information etc.
- Use of new tools and technologies for dissemination of information.
- Transformation of role of LIS professional as the subject specialist and end-user gets directly involved in the information work and consequent need for new skills.

Conclusion

Now a day only on the basis of information and technology the social, economic and geographical references are changing. Hence the thing right access to right information at right time gets importance in changing situation. For the effective use of ICT is very important to look how to link the use of ICT in library and information and traditional library trade. Therefore, it is a challenge for library professional. The ICT truly benefit the library to achieve the goals an objective of the library. At last fruitful result can be obtained by using the ICT.

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