



## Best Practice -2

### Title of the Practice: “Purna Library Management”

#### Objective of the Practices:

- To automate the library.
- To fetch the data of all library members.
- To reduce the workload of library staff.
- To manage all the function of the library.
- To eliminate extensive paper work.
- To make the database accurate and free from error.
- To control the entire operation of the library.
- To avoid duplication of work.
- To speedily dispose of library work.

**The Context:** Earlier libraries used card catalogues, the organization of libraries, circulation services, acquisition services, record management, and assigned due dates manually. This cause an error, and it is time-consuming. To overcome this library, we need automation. In the context, the institute has initiated library automation with the help of Purna software. The library is automated for effective use of library resources, to reduce workload of library staff, and to maintain a data base.

**The Practices:** All the students and the staff are enrolled in OPAC (online public access catalogue). The book and journal given to students, the entry of students, circulation services, acquisition services, record management and assignment of due dates are recorded through Purna software.





**Evidence of Success:**

- It requires very little time for the maintenance of library book records.
- Students become aware of the availability of books in libraries.

**Problems encountered and resources required:**

- **Time consuming process:** It required time to migrate data to the new system. The data upgrade from manual system to an automatic system required the entry of all data into computers.
- **Training:** It is very challenging to train staff and all the students regarding the use of software.



Principal Appasaheb Birnale  
College of Pharmacy, Sangli