

## EFFECTIVE MANAGEMENT OF E-RESOURCES

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### Abstract

*The concept of 'library management' has been changing dramatically with the increase in the demand of academic inputs in education, policy planning, advocacy and day to day life. Shifting from 'print resource collection' to 'e-resource collection' no doubt makes the library more users friendly but on the other hand it also emerges as a challenge before the library professionals to manage these resources due to its rapid adoption. E-resources management is one of the important components of library development. After automation and digitisation of library resources, there is a challenge for library professional to manage this tremendous increase of e-resources. The voluminous e-resource can easily be managed through ERM system.*



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### Introduction

The development of computer and network technology is changing the education pattern and transforming the teaching and learning process from the traditional physical environment to the digital environment. Modern academic libraries, a conglomeration of printed books and journals as well as electronic resources (e- resources) where both forms of documents can be stored, retrieved and delivered as and when required. The library should have good number of Resources for teaching, learning and Research work. E- Resources offer creative possibilities for expanding access as well as changing learning, teaching and research work. Contents of E- Resources can be accessible, at any place regardless of time, to be read at personal computers. E-books would never to go out of print, and new editions can be easily created. E- resources management is one of the most important concepts in any academic library. After automation and digitization of library resources, there is a challenge for library professional to manage this tremendous increase in e-resources. In this study, it is observed that all libraries are not following all the steps of different components of ERM such as selection, evaluation, acquisition, license agreement and renewal/cancelation of e-resource which are essential for the better management of e-resources. The voluminous e-resource can easily be managed through the ERM system. However, this study found that better management of e- resources directly affected

by the facilities of IT infrastructures available in the library and proportion of non-professional staff to total staff.

### **E-Resources**

An E-Resource means electronic resource, which are available in electronic/digital form. The e-resources are very useful in academic libraries. This is most important part related to e-resources. The quality has replaced the quantity of library collection during the present days. The quality has direct link with the types of library collection as it depends upon the requirement of the users. An e-database is an organized collection of large information, of a particular subject or various subject areas'. The information of an e-database can be searched and retrieved electronically. Contents include journal articles, newspapers articles, books reviews and conference proceedings, etc. e-databases usually updated on a daily, weekly, monthly or quarterly, half yearly or yearly basis. Full text databases contain the whole content of an article such as citation information, text, illustrations, diagrams, charts and tables. Bibliographic databases only contain citation information of an article, such as author name, journal title, publication date and page numbers. (Pawar, 2014)

Types of e-resources: There are mainly two types of e-resources are there, they are as follows- **Online e-resources:** Online e-resources are those resources which are under the control of a central computer, as in a manufacturing process or experiment. It is not connected to a computer or computer network. Some of the online e-resources are discussed below: E- journals, E-Books, E-zines, Online e-databases, Electronic Thesis & Dissertation, In-house databases , E- Images, E-Music and Sound Collections E-Reference Sources, Dictionaries .Translators, Encyclopedia, Directories, Glossaries, Virtual Newspapers

### **Offline e-resources**

Offline e-resources are those which are not under the control of a central computer, as in a manufacturing process or experiment. Not connected to a computer or computer network. Some offline e-resources are as follows: Offline mail, Offline media playing, Offline browsing, CD-ROM, Offline e-dictionary, Subject Guides

### **E- Books**

E-book is a book-length publication in digital form, consisting of text, images, or both, readable on computers or other electronic devices, although sometimes defined as "an electronic version of a printed book"(WIKIPAEDIA,D 2008). u An electronic book is a text and image based publication in digital form produced on published by and readable on computers, other digital devises. E-books are usually read on dedicated hardware devices known as e-Readers or e-book devices. E-books are very useful tool for academic teachers, students etc. Many users now read the books on Mobile phone by use of e-hook reader software. E-books are preferred by the users for their features like changeable font size, make citation, links to other relevant sites, searching, sending to other users

etc. E-books can be transferred from library catalogue to users e-book readers for a fixed loan period and after which it is automatically taken back.

### **E-Journals**

An electronic journal provides research papers review articles, scholarly communication, issued periodically in electronic form by use automation. E-journals may be defined very broadly as any journals, magazine, e-zine, webzine, newsletters or any type of electronic serial publication, which is available over the internet. E-journals are mostly useful tool for researchers. E-journals have an impact not only on libraries but on authors and publishers too. Hence, now-a-days majority of the users expect up to-date and timely information from library and information centers. Information from journals can easily, quickly, pin-pointedly and remotely be retrieved, provided the journals are available in electronic format. Academic and other special libraries cannot reject e-journals in their collections. It is the duty of librarian and library staff to provide access to the published knowledge to their users irrespective of the origin or e-resource. Another type of online journals, whose full-text is available in the web for viewing and downloading free of charge, called open access articles. Open Access Articles means online access without access charge to individuals and libraries. A large number of important full text articles are available free of charges in the personal or institutional websites of few eminent personalities.

### **Aggregator**

An aggregator is a database, collection of electronic publications, most commonly a searchable collection of electronic journals. It provides access to a large number of e-journals from a range of different publishers. Aggregator has come as a big solution to the librarians as there is no need of contacting each and every publisher for making their publication available for use. It has made it possible to present electronic content as a simplified access to a range of publishers and purchasing of a large collection, allow libraries to quickly address the information needs of their patrons.

### **Consortia**

With the Information explosion, it is becoming difficult for the librarian to satisfy the increasing information need of the users. Due to economic reason no library is in a position to acquire all such information in print or other form. Due to cost effectiveness, librarians are coming together in the form of consortia for resources sharing. In India, CSIR Consortia, FORSA, IIM Library Consortia, INDEST Consortium and UGC-info net e journal consortium are some of the consortia serving the varies kinds of institution in the country.

### **E-Reference Sources**

Now various vendors and publishers are providing various reference sources in electronic form through their databases and web sites such as dictionaries yearbook, encyclopedia' sets. Some of

them are dictionaries online (WWW.dictionaries.com, [www.dic.leo.org](http://www.dic.leo.org)); yearbooks online (www.uja.org); directories online (www.people.yahoo.com). Etc Wikipedia's a new form of reference source which does not have its printed counterparts. Lots of information is available are available in the Wikipedia and the most interesting thing is that new information can be added by the user and the information available can also be altered.

### **E- Thesis and Dissertation**

E-Thesis and Dissertations are now very useful tool to collect large data for specific subject. This is a very useful service for users or mostly researchers. It reduces the duplication of research works and gives assistance for the selection of the research area to the users of the libraries. As these can be searched subject wise, it reduces the labor of the reference staff a lot.

### **Best practices in managing electronic resources**

Two decades after the advent of electronic resources, librarians are still struggling with how to effectively manage these resources in combination with their print resources. There are many ways to systematically organized the available e-resources of the library and make it available to users in a convenient way to increase its usage. Some of the best practices for managing e-resources can be followed by academic libraries are below. (Patra, 2017)

### **Digital Library**

Digital library is an access to the collection of electronic documents over network. It is an electronic library consisting of information in the digital, analog and digitized form. Digital library plays an important role in providing more appropriate information in less time with easy access. Digital library collections are not limited to document surrogates, but they also include digital artifacts that cannot be represented or distributed in printed formats. In broad sense digital library is a computerized system that allows users to obtain a coherent means of access to an organized, electronically stored repository of information and data.

### **Institutional Repository**

An institutional repository is "a digital collection capturing and preserving to intellectual output of a single or multi-university community". It's a set of services that an institute / university offers to the members of its community for the management and dissemination of digital materials created by the institution and its community members. Institutional Repository may contain a wide variety of digital materials such as pre-prints of articles or research reports. Journal articles, E-books, Course material, Conference paper, teaching materials, doctoral thesis and dissertations, student projects, research projects, photographs and video recording etc.

### **Dynamic Library Website / Library Portal**

The library portal is a gateway to its electronic resources and services. The main purpose of a dynamic websites is to help user to discover high quality, relevant web based electronic information

rapidly and effectively. Library portal can be used to provide information about the available e-resources in the library itself. It can allow access to the Online Public Access Catalogue (OPAC) and provides direct link to the subscribed e-resources from the publisher's website. Dynamic library portal can provides facility to interaction with the library user through Ask a Librarian service. Library can provide links to various open access e-resources in subject-wise for the user the library users.

### **User Feedback Mechanism**

The main aim of a library is to fulfill the ever increasing information needs of the library clientele. Libraries are established and maintained for users only, hence the main objective of any library should be to provide services as per their need. User feedback on managing e-resources and their better performance .can he done through suggestion box, online / offline feedback form or through library website to help libraries for managing the e-resources. This will also increase users satisfaction level. .

### **Conclusion**

The library/Information centre is considered to be the backbone of any research organization as it provides its user the literature and information through electronic sources and services in order to carry out their academic activity. It took many years for digital libraries to reach the present state but the Librarian's goal of the fully integrated online digital gateways. Although a library already has a particular journal in print form, but most often, for the sake of integrity and rendering effective value-added services to the users, the library is compelled to subscribe the online access of the same journal for the same period. In Indian scenario the digitization programmes are in their initial stages and much needs to be done to prepare a long term strategy to sustain these efforts and preserve the digital resources for future use.

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