Application of Management System to the Library Management Domestic and Abroad

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Abstract

Management system is vital equipment in the running of contemporary library. Capitalizing on computation database and orientation magnetic stripe, it can record how the library employee works, information of books borrowing and viewing, store site of books and so on.

Keywords: Library Management System, Human Resources System, Approaches of Books Management, Factors that influence library management

In a fast-track developing modern society, it is more and more important for the library management to focus on its effectiveness and precision. For various kinds of books, contemporary, ancient, in Chinese or in foreign languages, targeted and integrated software and hardware should be used in the management. Integrated business management system is in need for library both domestic and abroad. For instance, ALEFH500 developed by Israel. It has been put into use by fifteen organizations including Beijing Normal University, China national library.

Besides business management system, human resources management system should keep pace with times, too. It, in some overseas libraries which enjoy long history is not only a protection for employees and books but also express caring for artists and employees. As for the approach of human management, upgrade the supervision system to make the one under supervision precise on information and more automatic. Such us the library of Sichuan University which is confronted with severe human management problems, puts forward and establishes a system named "Social Science and Science House of Sichuan University Library System" which offers conditions for the human management to realize automation.

Old fashion management mode will gradually be replaced by new library document management and human resources management. The new one is highly accurate, not just time and energy saving. Especially on business, along with the social developing, the out-dated management system will fail to give the various kinds of books and resources effective management.

1. Factors that Influence Library Management

There are many factors that influence the library management. First of all, Sorting out books is one important factor. A great deal of non-electronic material, like paper documents will greatly increase workload from the classification and gathering. In lack of accurate and precise classification of books, it will be hard for readers to find the book they like to read. Therefore, book classification is very important.

Besides, books classification and filing are very important, too. On one perspective, in recent years, we undergo a phenomenon of building of more affiliated houses of college library and new construction. Within one college, due to reasons like campus land planning, separation of social science and science books management, it is required to handle and shift the place of books with regard to their theme and subject. Working on the precise sorting of academic writings will save a lot of human powers in finding the wanted books based on its content. Global situation is the same. Like the libraries in Israel have virtually no a unified mode. Academic stated in the *Contemporary College Library Enterprise in Israel* published by *Shanghai University Library and Information Journal*, volume 4, 2001 on exploring the tendency that Israel colleges library locate as follows " Haifa University has only one library while schools like Bar-Ilan University and Israel Engineering University has many houses to provide files for individual teaching section and Hebrew University of Jerusalem adopts dual mode of major house and branches. Hebrew University of Jerusalem is inclusive of twelve libraries, including national library, the major house, social science house (with store of 0.6million books), science house (with store of 0.3 million books), law house (with store of 0.3 million books) and national medical house. Bar-Ilan University had one main library and sixteen branches. So that we can see the system that was given born under such a circumstance that so many library branches co-exist and great workload to deal with books assorting in the overseas college libraries is what the domestic college library need in the future. On the other side, with the automatic borrowing and returning system, new effect factors emerge which is the filing. Under new situation which allows readers to fetch and deposit books on their own, libraries are facing new challenge of timely filing during process of circulation. Lag of filing will bring the consequences like inadequate replenish of books, sluggish out of stock, which will have great negative effect on the library usage. Therefore, filing is another important factor.

2. Traditional Library Management

The contemporary integrated library system, which takes to classified filing based on the storage of books, makes search much more convenient by using modern library management system. As a result, information collecting is of great importance in the library management for that any a book has huge amount of information. It is not an easy job for the library employees who still stick with the old and traditional management mode to lavish a great deal of time to inquire into books and to collect information.

The traditional library management mode prefers to manual work in recording which has a huge deficiency. It is very likely that mistakes may exit when the employees are doing their job so as so that it will be difficult to find the book next time. Other than that, the traditional management mode is wasting of human resources on finding books due to different demands of books from different readers. If the record of books is inadequate and inaccurate, it may lead to an excess of manual dependence in the search of books. For example, search books one by one and you still cannot find the one you are looking for. So, make an accurate recording and location of books is a vital step in the modern library management. Obviously, the old traditional one is no longer applicable. It performs manual recording and filing to different content, subject and style of books where mistakes show up easily. Mistakes again mean more people involved, even worse, when the mistake takes place in the second check, it is required to start a new backup that in turn occupies more resources and human. Manual recording has a lot of default in the traditional library management mode.

Similarly, with the modern library being disclose, automatic, amount of readers and freedom given to them in the library increase significantly. In using the storehouse, frequency of shifting the place of books goes up, which has aroused great challenge to people involved in the circulation management. Without a mechanized system of magnetic stripe location and management software compatible to it, the management of within the storehouse will face a severe problem of restoring and assorting. Our college library has the same problems under the opening mode of management, for instance, bigger workload given to the people dealing with filing when the per day return rate of books surges. Besides, rate of books shifting goes up, which lead to unable to rely solely on human power when dealing with the annual checking.

3. Application of Modern Library Management System

The modern library management system is based on the construction of computer technology. Computational management system saves library a lot of human and time, along with a degree of efficiency and accuracy.

The old mode of library management carried out assorting, collecting of information, filing by human power while the new system utilize infrared scanning and magnetic stripe location technology for information entering by recording the bar code at the rear cover of a book, and for shifting and store checking. It, in this way can be able to avoid the negative effects arise from wrong and sluggish filing. The infrared scanning technology can help separate books alike and can do a fast assorting and filing, which saves a lot of time and make book searching more convenient for readers. Assorting with the help of infrared scanning is in accordance with global standard for book assorting, which in turn can avoid ambiguity in the filing job due to the assorting measure leading to fail to find the book wanted. Once scanned by the infrared machine, books will be automatically sorted into the type prescribed by the system rather than manually. The application of computational technology to books assorting is not only simplified but also time-saving.

Through magnetic stripe and mechanical equipment, as for the previous annual accounting, we can conduct checking for high frequency in a quarter of year, a month and even smaller unit of time. The application of electronic backup of document in the massive books cleaning up can save time for manual backup and this type of backup only requires copying in the computer with which books will be automatically be classified in scanning in according to the copy backup. Using paper document is

convenient and efficient, too. It can be printed with the printer directly, which save time for making manual record. Comparatively, printing will save a large sum of time for the library administrator and thus improve efficiency.

To library administrators, nothing to worry about something wrong would take place in purchasing, coding and storing new books, rechecking, coding, shelter-shifting, storehouse-shifting the existing books. Computational scanning will be fine。 It is the computational library management system that can be viewed as effective and precise. It will do the library administrator many help when the physical library can be connected to the computer system directly, making it available for the new books to be on shelter immediately and the old ones out in no time. To readers, it is more convenient to find books with the help of computer compared to the traditional mean of going for book by foot and hand. All the readers should do is to insert the name of book wanted, and immediately the book will found in the computer and the readers is saved from taking the wrong one with similar name.

To sum up, significant improvement is made in running business by the modern library management system compared with the traditional library management system. The modern system has solved perfectly the defect in the operation of the old system.

4. Conclusion

Library system is indispensable to library management and it save many problems produced in the running of library management. With the modern management system, the library administrator can clarify the classifications of books, conduct quick removal, filing and listing. They can make a timely inspection to the storehouse condition with a quick statistic of books data.

As a result, Make a full use of library management system and human resources management approach can make the management of books reasonably, save time for administrator and borrower, enhance efficiency of document management, improve the level of automation in the library management.

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