

**A STUDY OF NEPAL COLLECTION OF TRIBHUVAN
UNIVERSITY CENTRAL LIBRARY**

**A thesis submitted to the
Central Department of Library and Information Science
for the fulfillment of the requirement for the
Masters' Degree in Library and Information Science**

**Submitted by
KALPANA KARKI**

**Central Department of Library and Information Science
Faculty of Humanities and Social Sciences
Tribhuvan University
Kirtipur, Kathmandu
November, 2008**

LETTER OF RECOMMENDATION

This is to certify that Mrs. Kalpana Karki has prepared this dissertation entitled "**A STUDY OF NEPAL COLLECTION OF TRIBHUVAN UNIVERSITY CENTRAL LIBRARY**", under my supervision and guidance. I recommend this dissertation for final approval and acceptance.

Date: November 2008

.....

Bhandary

Mr. Krishna Mani

Thesis Supervisor

LETTER OF ACCEPTANCE

The thesis here to attached, entitled "A STUDY OF NEPAL COLLECTION OF TRIBHUVAN UNIVERSITY CENTRAL LIBRARY" prepared and submitted by Mrs. Kalpana Karki in partial fulfillment of the requirements for the MASTER'S DEGREE OF LIBRARY AND INFORMATION SCIENCE is hereby accepted and approved.

Bhandary

.....
Mr. Krishna Mani

Thesis Supervisor

.....
Mrs. Nirmala Shrestha

External Examiner

.....
Dr. Madhusudan Karki

Head of Department

DEDICATION

To

Bearers of change for permanent peace and tranquility

.....

\

ACKNOWLEDGEMENT

The output of this research is the result of a number of people to whom I have mentioned below with my gratitude.

I am deeply indebted to my respected teacher, Mr. Krishna Mani Bhandary, my supervisor, Chief Librarian, Tribhuvan University Central Library, Kirtipur for his valuable suggestions, encouragement, incredible supports, guidance and constructive comments to carry out this work.

I heartily express my cordial gratitude to my respected teachers, Dr. Madhusudhan Karki, Head of the Central Department of Library and Information Science. Mrs. Nirmala Shrestha, former Head of the Central Department of Library and Information Science, TU, Kirtipur, Dr. Mohan Raj Pradhan, Mr. Rudra Prasad Dulal, Mr. Bhim Dhoj Shrestha, Late Mrs. Leela Dahal for their valuable help and guidance and staffs of the Department for their assistance in the preparation of the study.

I am very much grateful to Mrs. Bina Vaidya, Associate Librarian, Mr. Chiranjibee Neupane, Deputy Librarian and all staffs and colleagues of TUCL for their kind help.

My thankfulness also goes to all the respondents of this library.

I am extremely grateful to Mr Tulasi Bhattarai, Librarian of Tilganga Eye Centre Library, Gaushala, Bagamati bridge, Kathmandu who was the major source of inspiration to complete my Master Degree education and his matchless help for this research work.

I wish to express my gratitude to my parents Mr. Rewat Bahadur Karki and Rebika Karki, Parents-in-law, Mr. Kul Bahadur Guragain for their inspirations, encouragement and warm family affection who are remarkable for this study.

A profound inspiration and help given continuously by my ever loving husband, Mr. Ratna Guragain, and Pratik and Prakriti, my son and daughter are root source and foundation for this progress.

November, 2008

Kalpana Karki

ABSTRACT

This study has been done about “**A Study of Nepal Collection of Tribhuvan University Central Library**”. It was done with the objectives to find out the existing condition of Nepal Collection, (NC) users’ requirements in this collection and to recommend the appropriate suggestions for better information services from Nepal Collection. Respondents will satisfy with resources of NC and NC will help to meet information service to the users. It was limited only on NC of TUCL not overall aspects of library, information services provided by NC and to be recommended only for this section of the library. This study is done over twenty percent of total population (450 users). The random sampling technique was adopted. The data analysis is based on the 95 responses from the users. The data in the form of questionnaire have been collected, edited, coded, tabulated and classified by making for tables figures analysis and have been converted into percentage. Survey was also done for it. Major findings as summary and conclusion are mentioned here. Users are used for this study. Questionnaire method has been used to collect primary data from the total users of four days’ visit of the Nepal Collection section. Ninety five users have returned questionnaires with answers among one hundred selected users for the study of the four hundred and fifty total users. Sixty eight (72%) users were members and twenty seven (28%) users were not members of TUCL. Seventy one (75%) users were students and rest was other types. Sixty (63%) users have reported TUCL as very useful. The frequency of library visit of users were twenty four (25%), fifty four (57%), fifteen (16%) and two (2%) daily, once a week, once a month and once a year respectively. Seventy five (79%) users have reported the present library hour as suitable and twenty (21%) users have reported as not suitable. Fifty seven (60%) users were satisfied with the present library management and rest were not. Sixty (63%) users have told TUCL as full of learning atmosphere. Sixty (63%) users were familiar and rest was not with modern IT. Among the total users, thirty five (37%) users have used NC section which is the greatest number of all the sections used. Seventy five (79%) users have known the Nepal Collection section and rest have not. Forty (53%) users have visited the Nepal Collection section for Master’s Level dissertation and rest for others. Master’s Level dissertations are most preferred by fifty six (59%) users which is the greatest number among others. Sixty two (65%) users have faced problems and rest has not in searching the library. Forty two (68%) users have liked computer database and twenty (32%) users have liked cataloguing card searching. Fifteen (50%) users have felt of more depth indexing, ten (33%) users have felt micro indexing and five (17%) users have told about general indexing for retrieval of materials. Sixty (63%) users have told users’ subject field in Nepal Collection

was insufficient. Seventy (74%) users are not satisfied with the document issue process. Thirty five (50%) users have told ID card is easier than others among 70 users. Fifty five (58%) users have told insufficient of non book materials in Nepal Collection. Fifty (53%) users are not satisfied with the services of Nepal Collection. Fifty (53%) users were familiar with readers' services and rest for others. Thirty three (35%), thirty two (34%) and thirty (31%) users have used one document, two and more than two at a one time respectively. Eighty (84%) users have suggested improving Nepal Collection. Thirty (37%) users have suggested to collect adequate documents which is the greatest number among others. Forty (42%) users have suggested to be added in the latest on Nepal.

It is recommended to NC to make the users habitual users for daily use habit of library, to add more computers for email and internet, to provide library orientation to the new users for searching the library materials, depth indexing for retrieval of materials, to provide adequate printed and non- book materials of users' subject field, to make issue process easy and to make it rich with updated collection on Nepal.

Kalpana Karki
CDLIS, T.U., Kirtipur

PREFACE

This study is a partial fulfillment to the requirement of Master Degree of Library and information Science, Faculty of Humanities and social Sciences, TU, Kirtipur, Kathamandu, Nepal.

The first chapter describes about the background of the study, objectives, scope and limitation of the study. The second chapter has dealt with the literature review. The third chapter has focused on the study of Nepal collection, various services rendered by TU Central Library. The fourth chapter is about the research methodology. The fifth chapter has dealt with the analysis and presentation of collected data. The sixth chapter has dealt with the summary, conclusion and recommendation of the study.

This study is an attempt to gather all the information scattered in different sources and has brought it in one which will be helpful to enhance its activities and the section itself through its up-to-date collected information.

It is hoped that the study will provide a mirror of all activities of past in the collection development to dissemination information and all services and will give a suggestion and recommendation to proceed in the coming days through its findings with pride services.

November, 2008

Kalpana Karki

TABLE OF CONTENTS

TITLE PAGE	I
RECOMMENDATION LETTER BY GUIDE TEACHER	II
APPROVAL LETTER FROM DEPARTMENT	III
ACKNOWLEDGEMENT	IV
ABSTRACT	V-VI
DEDICATION	VII
PREFACE	VIII
CATALOGUE OF THE THESIS	IX-X
TABLE OF CONTENTS	XI-XV
LIST OF TABLES	XVI-XVIII
LIST OF FIGURES	XIX-XX
LIST OF APPENDICES	XXI
LIST OF ACRONYMS	XXII

Chapter I

1. INTRODUCTION	1-33
1.1. Background of the study	1
A. Academic library	2
A1. School library	2
A2. College library	2
A3. University library	3
1.1.1 Introduction of Tribhuvan University	4
1.1.2 Goals of Tribhuvan University	5
1.1.3 Development of Academic Library in Nepal	5
1.1.4 Tribhuvan University Central Library	6

1.1.4.1	Introduction	6
1.1.4.2	Objective of TUCL	8
1.1.4.3	The general object of TUCL	8
1.1.4.4	Following are the main function of the TUCL	8
1.1.4.5	Organizational structure	9
1.1.4.6	TUCL has following collection	9
1.1.4.7	Acquisition Section	10
1.1.4.8	United Nation Section	11
1.1.4.9	Periodical Section	12
1.1.4.10	Technical Processing Section	14
1.1.4.11	Computerized Database	15
1.1.4.12	Administration Section	16
1.1.4.13	Personnel	16
1.1.4.14	Service Rendered	17
1.1.4.15	Memberships	17
1.1.4.16	Circulation	17
1.1.4.17	Loan Service	18
1.1.4.18	Books	18
1.1.4.19	Audio Cassettes	18
1.1.4.20	Book Reservation	19
1.1.4.21	Reference Service	19
1.1.4.22	User Education Service	19
1.1.4.23	Press Clipping Service	20
1.1.4.24	Content Service	20
1.1.4.25	Nepalese National Bibliography	21
1.1.4.26	Xerox Service	21
1.1.4.27	E-mail and Internet Service	21
1.1.4.28	Information Technology (IT) Service	21

1.1.4.29	Text Book Section	23
1.1.4.30	Nepali Journal Collection	24
1.1.4.31	Reference Collection Section	24
1.1.4.32	Singh collection	25
1.1.4.33	Services Provided by Rare Books and Archival collection	25
1.1.4.34	Services Provided by the Microfilm Unit	25
1.1.4.35	ISBN National Agency	26
1.1.4.36	Constituent Assembly Corner (CAC)	26
1.1.4.37	Japanese Studies Collection	26
1.1.4.38	American Studies Collection	27
1.1.4.39	National Coordination Agency of INASP/PERI for Nepal	27
1.1.4.40	NepJOL (Nepalese Journal Online)	28
1.1.4.41	TU Central Library Budge	28
1.1.4.42	Visitors	29
1.1.4.43	Special Collection Services	29
1.1.4.44	Nepal Collection	29
1.2.	Statement of the problem	30
1.3.	Objectives of the study	30
1.4.	Scope and limitation of the study	30
1.5.	Significance of the study	31
1.6.	Definition of terms	31-33

	Chapter II	
2. REVIEW OF LITERATURE		34-39
	Chapter III	
3. FOCUS OF THE STUDY		40-55
3.1	Nepal Collection	40
3.2	Collection development	41
3.3	Automation of Nepal Collection	42
3.4	Organization system followed for Nepal Collection	45
3.4.1	Cataloguing	45
3.4.2	Classification	45
3.4.3	Services	45
3.4.4	Staff	46
3.4.5	Document Received	46
3.4.6	Preservation of Nepal Collection	46
3.4.7	Some of the rare titles in Nepal Collection	46
3.4.8	Most Useful documents of Nepal Collection on Nepal	47-55
	Chapter IV	
4. RESEARCH METHODOLOGY		56-58
4.1.	Research design	56
4.2.	Sources of data	56
4.3.	Population	56
4.4.	Sampling procedure	57
4.5.	Data collection procedure	57
4.6.	Data analysis procedure	57

Chapter V

5. ANALYSIS AND PRESENTATIONS	59-85
--------------------------------------	--------------

Chapter VI

6. SUMMARY, CONCLUSIONS AND RECOMMENDATIONS	86-90
6.1. Summary and conclusion	86
6.2. Recommendations	89
References	91-92
Appendices	93-113
CV of researcher	114

LIST OF TABLES

<i>S. N.</i>	<i>Title</i>	<i>Page</i>
Table no. 1	Statistics relating to books and other materials	11
Table no. 2	Journal provided by the institution and individuals	13
Table no.3	Collection section (specialization with their sequences	15
Table no.4	Name of the database (Computer database)	16
Table no.5	Activities of the circulation Section	18
Table no.6	Name of the websites in TUCL	22
Table no.7	Electronic resources available in the TUCL	23
Table no.8	User patterns of the information literacy unit	23
Table no.9	The present user pattern in the text book Section	24
Table no.10	Budget and expenditure for books and periodical	28
Table no.11	In-house income of TUCL.	29
Table no.12	Statistics of the title & Volumes added in the Nepal Collection.	41
Table no. 13	Statistics of the users of the Nepal Collection.	42
Table no. 14	Number of questionnaire distributed and returned	59
Table no. 15	Membership of TUCL	60
Table no. 16	Type of User	61
Table no. 17	Usefulness of TUCL	62

Table no. 18	Frequency of library visit.	63
Table no. 19	Suitability of library hours	64
Table no. 20	Library management system of TUCL.	65
Table no.21	Suggestion to improve the management system	66
Table no 22	Environment of Nepal Collection.	67
Table no.23	Users familiarity with modern information Technology.	68
Table no. 24	Users' responses about more used section of TUCL	68
Table no. 25	Users' familiarity with Nepal Collection of TUCL.	69
Table no. 26	Users' purpose to visit of Nepal Collection Section	70
Table no. 27	Preference of Nepali publication materials.	71
Table no. 28	Problem faced in searching the library materials	72
Table no. 29	Preference of searching method.	73
Table no. 30	Helpfulness of Indexing / Cataloguing	74
Table no. 31.	Necessity in indexing for retrieval.	75
Table no. 32	Availability of users' subject field in Nepal Collection.	75
Table no.33.	Satisfaction on available books/ documents in Nepal Collection.	76
Table no.34	Users' satisfaction in document issue process.	77
Table no. 35	Users' view on easy document issue process.	78
Table no. 36	Users' view on non book materials available in Nepal Collection	79

Table no. 37	Users' satisfaction with the Nepal Collection Section.	80
Table no. 38.	Users' familiarity with special services of library	81
Table no. 39	Number of documents used by users at one time	82
Table no. 40	Users' suggestion in kind of improvement of NC	83
Table no. 41	Suggestion sides of users	83
Table no. 42	Users' opinion about the condition of Nepal Collection	84
Table no. 43	Users' suggestion in Kind of improvement.	85

LIST OF FIGURES

<i>S. N.</i>	<i>Title</i>	<i>Page</i>
Figure no.1	Questionnaires distributed and returned	59
Figure no.2	Member	60
Figure no.3	User	61
Figure no.4	Usefulness of TUCL	62
Figure no.5	Frequency of library visit of users.	63
Figure no.6	Suitability of library opening hour	64
Figure no.7	Satisfaction of TUCL management system	65
Figure no.8	Suggestion to improve the different aspect for management	66
Figure no.9	Views of users about the environment	67
Figure no.10	more used section of TUCL	69
Figure no.11	visiting purpose of users in Nepal Collection Section	70
Figure no.12	Preference of Nepali Publication materials	71
Figure no.13	Problem faced in searching the library material	72
Figure no. 14	Response for searching method	73
Figure no. 15	Helpfulness of indexing	74
Figure no. 16	Availability of users subject field in Nepal Collection	76
Figure no. 17	Availability of book/ document in Nepal Collection	77
Figure no. 18	Users' satisfaction in document issue process	78

Figure no. 19	Available of Non-book materials in Nepal Collection	79
Figure no. 20	Users' satisfaction with Nepal Collection services	80
Figure no. 21	Users' familiarity with special services.	81
Figure no. 22	Numeric of document used by users	82
Figure no. 23	Users' opinion about the condition of Nepal Collection	84

LIST OF APPENDICES

<i>S. N.</i>	<i>Title</i>	<i>Page</i>
Annex no. 1	TU Central Library organizational chart	93
Annex no. 2	Subjects based on the class number and their total volumes of Nepal Collection	94-108
Annex no. 3	Questionnaires	109-113

LIST OF ACRONYMS

TUCL →	Tribhuvan University Central Library
NC →	Nepal Collection
CS→	Close Section
IT→	Information Technology
OPAC→	Online public Access Catalogue
IDRC→	International Development Research Centre
CISN→	CDS/ISIS Society / Nepal
INASP→	International Network for the Availability of Science Publication
PERI →	Program for Enhancement of Research Information
ILU→	Information Literacy Unit
NepJOL→	Nepalese Journal Online
UN→	United Nation
ISBN→	International Standard Book Number

Chapter I

INTRODUCTION

1.1 Background of the Study

The word library is derived from the Latin word “Liber” bearing the meaning ‘a book’ and French word “LIBRAIRE “ bearing the meaning’ book seller shop’, “The home of book” in Sanskrit. (Khanna, 1994, p. 1)

Library accesses and preserves information and disseminates to its users. Library contains documents in different media and formats. Library is one of the most important components of education. According to Ranganathan, a library is “a public institution or establishment charged with the care of a collection of books, the duty of making them accessible to those who require the use of them and the task of converting every person in its neighborhood into a habitual library goers and reader of books”. Thus a library is regarded as a public institution, which is also expected to concert the potential readers into actual readers which is the concept of a modern library. (Ranganathan, 1940, p. 25)

In passing of time, the library became an indispensable organization of educated and civilized society. It provides information to its users i.e. to the community it serves to meet their needs and helps to solve their problems. Information may be recoded in documents that come in many form e.g. books, Pamphlets, periodical , audio visual materials , magnetic tapes , electronic resources , etc. Library deals with the information recorded in documents and electronic resources, since the primary goal of any library is to provide information to its users. It should have the collection of materials to fulfill kits function and develop facility to access electronic resources world wide. Hutching has said “Libraries may not create civilization; but a civilization can not exist without them” (Hutchings, 1969, p. 1)

Since ancient times and until our days the activities of libraries in its essence, is in separately linked with education. As such where libraries are treated as temple of learning where users can find out relevant information from the collection to satisfy the thrust of knowledge. With the advance of democracy and formal education system the library gradually turned towards

the service oriented direction. Now, efficiency of any library is evaluated by its service provided to its clientele.

There are various types of libraries existing in the society to serve the needs of its society.

Some of the most popular types are as follows:

- A. Academic libraries
- B. Governmental libraries
- C. Public libraries
- D. Special libraries

This study is mainly concerned with academic library with general overview.

A. Academic library

An academic library is a library in a university, University College and all other institutions forming a part of, or associated with an institution of higher learning. (Harrod, 1977, p. 26) It contributes to the educational research, teaching and learning of the academic community. It acts as a part of, or associated with an institution of higher learning. The clientele of academic libraries are teachers, students, research scholars, and staffs. Academic library is classified into following categories:

- A.1 School Library
- A.2 College Library
- A.3 University Library

A School and college library attempts to advance the educational goals of their parent's body. They serve the needs or requirements of the teacher, students and staffs towards teaching and study.

Among them, it is concerned only with University library.

A.3 University Library

The University library is an academic library; it is a library which is an integral part of an institution of higher education. So, it occupies an unique position among the academic libraries. It forms the key stone in the arch of higher education. The University library is described as "the Heart of the University", the "Workshop of scholars" and "The Library of learned" (Khanna, 1994, p. 41)

A university library is a part of university setup. In other word, a university library should aim to advance the function of its university. The clientele of a university library mainly consists of students, teachers, research scholars and administrative staff. A

University library is supposed to perform teaching, research, publication, conservation of knowledge and idea, extension service and interpretation.

The fundamental role of a university library is educational. It should not be operated as a mere store house of books attached to reading rooms but as a dynamic instrument of education. It should feed the intellect of students encourage the researcher and faculty members, and invite all who enter the library to partake fully of its intellectual and cultural fare. In this context, the librarian serves as a teacher, guiding the users in the way of investigation and research.

The university library is always linked with the objectives of the university as a whole, so the university has to give more than the traditional library service to fulfill the needs of the users and to utilize the collected information more effectively.

The university library should specially be awarded with the need of users. The services provided by the university library should be fully utilized. Otherwise, it will be meaningless and wastage of time and efforts. Hence, the university library should be watched carefully on users with regard to their felt needs. In other words, their utilization of services, the sources they depend on most and the techniques of information awareness they prefer must be strictly inspected.

The quality of teaching and research depends upon the quality of information services provided by library to its users. The collection of information of material should be need-based, relevant both in terms of quality and quantity and should be user oriented as well as to the academic programs and activities of an institution to which the library attached. Book selection in an academic library should be regarded as joint responsibility of librarian, subject specialists, and representative of teachers and researchers.

To provide information services, it is required the proper management of the library. So the concept of library management include the management in a distinct process consulting of planning, organizing, controlling, utilizing in each both science and art and following in order

to accomplish predetermine objective. In other word, management is a art of getting things done through and with organized group.

Some essential fundamentals to the successful operation of the academic library and the co-ordination of its program with the teaching and research programs of the university may be presented under five points:

1. Resource for instruction, research & extension.
2. Competent library staff.
3. Organization of materials for users.
4. Adequate space for the organization of materials & equipment
5. Use of technology

1.1.1 Introduction of Tribhuvan University

Tribhuvan University was established under the Tribhuvan University Act of 1959 by His Majesty's Government of Nepal then under King Tribhuvan. (1982, March)

Tribhuvan University is a premier university of Nepal. University has five technical institutions, four research centers, four faculties and thirty seven central Departments.

Tribhuvan University is the first university of Nepal and also premier institution of higher education. Tribhuvan University was built at Kirtipur where the foundation stone laid in 1958. It is in beautiful uphill landscape four kilometers away from the capital city, Katmandu. It is here that one gets the University's Memorial Hall, Control office, Central departments and Research Centers. Tribhuvan University is an autonomous institution and financed by the Government of Nepal.

1.1.2. Goals of Tribhuvan University

- To produce skilled manpower essential for the overall development of Nepal
- To preserve and develop the historical and cultural heritage of the nation.
- To accumulate, advance and dissemination of Knowledge.
- To encourage and promote research in arts, science technology as well as in the vocational field.

1.1.3 Development of Academic Libraries in Nepal

Libraries attached to school, college, university or an institute of higher learning is known as academic libraries. They exist to support the goals of their parent organizations. They assist their parent body to carryout their program effectively.

Variety of libraries have variety purposes to serve their readers. Academic library has also such purpose. It assists to the education research, teaching and learning of the academic community.

In the context of Nepal, the history of academic library is not so long. Due to various reasons, our educational condition is very backward than other countries. But it is in progress now than previous. State education in Nepal had hardly existed before 1951 AD. The first school in Nepal was established in 1851 and Trichandra College was started in 1918. But with the end of Rana autocracy in 1950 and the dawn of the democratic era, many new academic institutions were opened to give a real education to the public.

Many academic libraries were running with a few hundred or a few thousand collections. Most of academic institutions were found without library as in government school and now also. Most of the school libraries have found and looked like second hand book store of poorest type.

Most of the academic libraries are running still with poor collections and not professional staffs. The concept of the library play great role in achieving the goals and objectives of campus or institution of higher education has still not realized. It is necessary that all the professional libraries should be organized to stimulate, to promote the library development in Nepal. The biggest and reputed university library of Nepal is Tribhuvan University Central Library.

Mr. Purna Prasad Amatya was appointed as a professional librarian of University library in 1961. He had received his diploma in library science form the Department of Library Science, Delhi University in 1952 as a student of Dr. S.R. Raganathan. (Karki, 2002, p. 69).

1.1.4 Tribhuvan University Central Library

1.1.4.1 Introduction

Tribhuvan University Central Library is a heart of the Tribhuvan University system of Nepal. It was started in 1959 A.D. In the beginning; it had a collection of 1200 volumes of books, inadequate furniture and very limited space for book stocks. The laws of library science were

applied in TU Central Library i.e. “Library is a growing organism” collection grows, users are increased, furniture are added, more space is needed, new services are introduced. This demands a strong look for the development of TU Central Library. (Bhandary, 2003, p. 53)

After 1963 a radical changes took place. This was the landmark in the history of library development in Nepal as well as in the growth and organization of Tribhuvan University Central library. After that it was furnished with standard, steel book racks reading tables, periodical racks, circulation desk, display racks and card catalog cabinets. It was moved to its present building in the University Campus in 1967. Total area in the new building was approximately 25000sq.ft. The latest collection of TUCL has crossed 3, 11419 volumes. Now it has been housing manuscripts, 1000 rare books and more than 550 scholarly Ph. D. theses along with general text books, reference books, dissertations, village profiles, periodicals, UN and its international agencies publications, ISBN books, audio video cassettes, maps, microfilms, microfiches, compact disks (CDs), photocopied materials and globes. TUCL is proud of housing the largest cartographic maps of Nepal sketched by late prof. Tony Hegan. Besides the management of these documents, TUCL is regularly producing Para - professionals manpower for the better management of the libraries spread all over the country.

It is the largest library in Nepal in terms of collection, service, staff, library members and its activities. Although, it’s main objective is to support research and teaching within Tribhuvan University. The library is supporting the government ministries, foreign diplomatic missions and the general public. It is trying to modernize and develop the library as one of the best libraries in Nepal.

We can say, TUCL is regarded as a second National Library of Nepal. TUCL is a depository library for United Nations publications. The library is a depository for World Bank, Asian Developmental Bank and International Monetary Funds publications.

TUCL is seen as an academic library in its external exposure. This is not the wholesome image of this library for it. On the other hand, shouldering it’s duty of the National Library by compiling Nepal National Bibliography (NNB) since 1981, and TUCL is the national agency for assigning the International Standard Book Number (ISBN) for the publication in Nepal since 2001. TUCL has provided ISBN to more than 12,000 publications in Nepal up to now.

TUCL has the largest gamut of professionals housed in a single place. It is shown in the forth-coming table of the administration strength of TUCL.

TUCL has another image of a public library in Kathmandu. A number of diplomatic agencies, foreign missionaries and international partners are enjoying its varieties of services. This is proved by the fact that they have started their corners in TUCL. TUCL is organizing, managing the documents and serving the users in these corners. Users are using these resources regularly.

The library is the national coordinating agency of the International Network for the availability of scientific Publications (INASP) for the implementation of Program for Enhancement of Research Information (PERI). INASP/PERI provides access to more than 25000 scholarly journals full text to the Nepalese scholars, scientists, knowledge workers and other users for free of cost for the year 2007.

1.1.4.2 Objective of TUCL

Tribhuvan University Central Library is devoted to support and facilitate the teachers, research scholars, students and others in their study, teaching and research works by providing library and information services. It collects, organizes and disseminates reading materials to its clientele. (TUCL, 2005 / 06)

1.1.4.3 The general objectives of TUCL

- To fulfill the teaching-related and research needs of the University.
- To provide materials both in conventional and electronic formats and to furnish an environment conducive to study and research.
- To encourage membership and promote information literacy, readership and life-long learning.
- To preserve the intellectual heritage of the nation.
- To promote resource sharing, networking and exchange of documents and databases.
- To provide documentation and information services and to bring relevant publications.
- To help to develop libraries and promote scholarly standards
- To promote professional expertise in information management and conduct training in librarianship.

1.1.4.4 Following are the main functions of the TUCL

- Selection and acquisition of documents.
- Technical Processing or organization of documents.
- Membership distribution.
- Book circulation.
- Collection and organization of periodicals
- Publication of bibliographies, serials lists, annual reports and Indexes.
- E-mail/Internet /CD-ROM services, online and full-text database services.
- Maintenance of in-house as well as website databases.
- Organize exhibition program.
- Conduct User education /orientation.
- Library attachment training.
- Compilation of press clippings.
- Provide services from INASP/PERI e-resources
- Provide ISBN to Nepalese publications.
- Publication of the Nepal National Bibliography (NNB).

1.1.4.5 Organizational Structure

TUCL is governed by a Tribhuvan University Library Development Committee chaired by the Rector of Tribhuvan University. The committee consists of several heads of Central Departments, Directors of Research centers, curriculum Development Center as the members and the chief librarian of TUCL as the member secretary.

The organizational structure is included in Appendix 1.

1.1.4.6 TUCL has following collections:

- General collection
- Nepal collection.
- References collection
- Text book collections.
- United Nations collections.
- Collection of research journals.

- Collections of Nepali journals
- News paper collection.
- American studies.
- Japanese studies
- Micro films collections.
- Database of electronic resources.
- TUCL database.
- Constituent assembly corner
- Electronic resources through internet
- Singh Collection

1.1.4.7 Acquisition Section

The acquisition section is the main section for collection development of the library. It procures the required books, reports, dissertations, thesis, non-books and other documents by purchase and gift. Each year the library purchases books recommended by the heads of the Central Department of the T.U. After receipt of the recommended titles, those titles are checked in computerized databases and in the shelf list card catalogue in the Technical Section. The library also receives books and other documents as gift from authors, international organizations, local institutions, research centers and other sources. The librarian is authorized to purchase book on Nepal, Library Science, and Nepali and Newari literature. Besides the books, other types of materials like photocopy volumes, audio-visual materials, CD-ROM, database are also purchased. Theses and dissertation submitted by research scholars and master's degree students of all faculties are available in the library.

During the year 2006/2007, the library purchased 1,300 volumes of books and other reading materials from its regular budget while 6340 volumes were received as gift. A total of 733 books were distributed to various schools, colleges, associations and institutes.

Annually the library procures 5,000 to 7,000 other materials by purchase or as gift. It has started to receive dissertations of the Master Degree in CD from 2005 A.D. The library has now 726 volumes of dissertations and 200 volumes of other documents in CD.

Statistics relating to books and other materials are as follows:

Table no. 1 : Statistics relating to books and other materials

Reading materials	Purchased	Gift
Books and reports	1300	2,625
Dissertations / theses	-	152
Photocopy volumes	-	26
Audio visual	-	726
UN	-	350
Others	-	261
Maps	-	200
ISBN copies	-	2,000
Total Volumes	1300	6,340

1.1.4.8 United Nation Section

Tribhuvan University Central Library in Nepal for the United Nations Organization's publications since 1964. Since then the library has been receiving publications from the UN and its specialized agencies. The UN depository code number for TUCI is DL -169. The library collects and organizes the books, periodicals and other materials published by the United Nations and its specialized agencies.

During the year 2005/ 2006, a total of 310 books and 81 volumes of periodicals were added to the collection. The following international and regional organizations/Institutions have declared TUCL as a depository library for their publications. (TUCL, 2006 / 07)

1. Asian Vegetable Researches and Development Center
2. Asian Productivity Organization (APO), Tokyo, Japan
3. International Development research Centre (IDRC), Ottawa, Canada.
4. Asian development Bank (ADB), Philippines, Manila
5. World Tourism Organization (WTO), Madrid, Spain
6. International Labor Organization (ILO), Geneva, Switzerland.
7. International Monetary Fund (IMF), Washington, D.C.USA.
8. Food and Agriculture Organization (FAO), Rome, Italy
9. Economics and Social Commission for Asia and Pacific (ESCAP), Bangkok, Thailand.
10. United Nations Development Programmer (UNDP), New York, USA

11. UNESCO, Paris, France
12. UNICEF, New York, USA
13. International Association of Hydrological Sciences, Wallingford, Oxford shire, UK
14. Journal of GMS Development Studies(ADB)
15. SH Newsletter (UNESCO)
16. IMF Focus (IMF), Washington, DC (TUCL, 2005 / 06)

1.1.4.9 Periodical Section

The periodical Section acquires and processes selected journals, bulletins, magazines, newsletters and newspapers through subscription, gift, exchange and institutional memberships. This section collects and accesses all the journals, magazines, newsletters, bulletins, organize them to provide users to support their study, teaching and research work.

Some 13,630 volumes ranging over 480 titles of Nepalese and foreign journals newspapers in English and Nepali, 8,445 issues of 78 Nepali and Indian newspapers were acquired during fiscal year 2006-2007. The collection contains the following expensive journals.

- Biological Abstract (1951-)
- Earth and Planetary Science (1997-)
- Journal of Organic Chemistry (2005-)
- Mathematical Reviews (1958-1986,1992-2001)
- Physics Abstract (1976-1981,1978-1998)
- Chemical Abstract (1918-1981)
- Geological Abstract (1997-2000)

Followings are the journals provided by the institutions and individuals:

Table no. 2 : Journal provided by the institution and Individuals.

S. No.	Donor's Name	Title of the journal	Vols.
1.	American Centre, Kathmandu	-Journals of Finance -The Economist -American Economic Review -Asian survey	6 vols.

2.	American marketing Association (On Line Journals)	-Journal of Marketing - Journal of Marketing Research - Journal of international Marketing	
3.	Prof. David Boufford	Science Journal (1971-2007)	
4.	Central Dept. of Chemistry	Bulletin of Chemical Society of Japan(2006-2007)	
5.	Mahesh Chandra Regmi	-Imprint (Foreign Journals) -Nepal Press Digest -Nepal Press Report - Nepal Recorder	
6.	Min Bahadur Shakya	EMBO Journals (2004-2007)	65
7.	Scientist of the California Institute of Technology	Nature Review	
8.	Dr. Krishna Kumar Shrestha	-Systematic Biology (2004-) -Edinburgh Journal of Botany (2004-)	
9.	Surya Lal Amatya	-National Geographical Journal of India (1975- 1983, 1986-1992, 1994-1996, 2000-2001)	67
10.	Gokarna Prasad Regmi	-Demography -Population and Development Review	

The Periodical Section provided regular reference services to students, teachers and researchers of the Central Departments of Tribhuvan University, and also to all other national and international users. Total number of users served during the year 2006-2007 is 20,800.

Library is receiving foreign journal and gift from national and international donors since many years. These journals are very useful to the research scholars.

Database of the Periodical Section:

From the last year, the periodical Section started creating a database of the journals received in the section. The database includes 1266 records of English and Nepali language journals published from Nepal. These records can be browsed and used with the help of the staff of this section.

Similarly, TUCL has started developing a database of article of the journals published from Nepal. The number of articles included in the database is 1,300.

1.1.4.10 Technical processing Section

This section is the most important section of the library. After accessing document, the Acquisition Section sends these documents to the Technical Section for technical processing like classification, cataloguing, Preparing worksheets, final editing, data entry in a computerized database and for end processing of the documents.

The technical section arranges all the collections acquired by acquisition section in a systematic ways so that users can retrieve their materials exactly without wastage of time. The classification notation numbers and sequences are assigned to all the new books and other document for their systematic arrangement in the library. At least four cards of each document (author, title, and subject and shelf list) are prepared to provide easy access to the materials. These cards are filed in the alphabetical order in the public catalogue card cabinet. After the completion of process of new documents are sent to general section, reference section, text book section, and Nepal collection section, UN Collection section for shelving and readers service.

In the upper left corner of each catalogue card and in each computerized worksheet of a document, a call number is given for the arrangement of the document in the shelve and this helps the users to know t6he location of their desired document. Besides these words, this section also performs end processing of a document like, labeling call numbers on the spine of books, pasting due date slips and book, Pockets on the back side of the books. After end processing, documents are organized in the different sections according to their nature for use. The library has been maintaining a biographic database since 1995. Currently, a LAN system is in use to provide access to use database from different location of the library. A total of 45,000 records are now available in the OPAC system.

Table no. 3: Collection/Section (Specialization with their sequence). .

Collection/ Section (Specialization with Their sequence)	Titles	Volumes Processed
General Section	1,591	2,011
On Nepal	493	728
UN Section (UN)	177	183
Dissertations (D)	1,742	1,745
Rare	39	39
CS	463	463
Reference (R)	79	114
Text books (T)	23	25
Add books	5,007	5,832

During the year 2006/ 07, a total of 5,832 volumes of documents representing 5,007 titles on different subjects were processed and forwarded to the different sections for their organization and services. (TUCL, 2006 / 07)

1.1.4.11 Computerized Database:

TUCL has begun to develop a database of newly acquired books and other documents of the library since 1993. Numbers of records available in the database are given below. Up to now the library have 56,489 records on different subject on this database.

Table no. 4: Name of the database (Computerized database)

S.N.	Name of the database	Total Number of records
1.	TUCL Master Database (Records of the processed books and other printed documents)	5,007
2.	ISBN Database (ISBN numbers distributed to the books published in Nepal)	12,107
3.	Tribhuvan University Archive Data base (Rare and important documents on the establishment)	150

	and development to Tribhuvan University)	
4.	Serial Database (Records of the journals available in the periodical section)	1,400
5.	Article Database (Database of the English journals published in Nepal	1,274
	Total	19,938

1.1.4.12 Administration Section

Administration Section is the pivot of the library system as a whole, because it has direct relation with entire section of the library. The administration section of the library is involved in the routine work of the library plus the innovative centers like the refreshment training to its staffs and organizing different types of activities to boost of the moral of the staffs.

1.1.4.13 Personnel

The library is a temple that emits all knowledge but the revelation will only be achieved through the help of both men and women who operate libraries. The efficiency, service and the ultimate success of library as an agency for the diffusion of knowledge depends upon its personnel.

TUCL is managed by personnel, out of which eleven are professional librarians of forty paraprofessionals and the rest are of various supporting levels. Library made continuous efforts to send staff to participate in trainings and workshop to improve their professional competence.

1.1.4.14. Service Rendered

Keeping in view of growing interest of the readers, the library has been providing various services with and attempts to improve them from the very beginning. The following are the main services offered by the library.

1.1.4.15 Memberships

TUCL is provided membership to teachers and students of Central Department of Kirtipur and permanent teachers of all other TU campuses in the Kathmandu Valley are eligible to be members of the library. In addition, the library also offers private and temporary membership to all persons with intellectual interests including foreigners on recommendation of their

employing organizations in Nepal. In this year, 3,309 persons have been granted membership of the library.

1.1.4.16 Circulation section

Circulation section is central activities in the library. Book circulation is the main service provided by this library to its members, i.e. the students and teachers of the Kirtipur Campus and in addition, temporary and private members. This is located at ground floor near the entrance gate users can get information whatever they required or acts as receptionist from where users can get necessary information. This section allows general collection of books to take home for its membership only.

Circulation section book are issued for reading in home in definite time and returned by users within due data time.

Teachers can borrow the books for 45 days and students can borrow the books for 2 weeks. If the book are not returned by the borrowers within the due data time, frequently reminders will be sent to the borrower and they will be fined as mentioned in the rules. Reservation of books is also performed in this section.

Book circulation includes both the lending of books and services offered by the Text Book Section, Reference Book Section, Nepal collection and periodical section. The following figure reflects the activities of the Circulation Section during the year 2006/07.

Table no. 5: The activities of the circulation.

Number of books issued	35,650
Number of books returned	33,845
New membership	3,461
Clearance certificates provided	5,441

Visitors: Female: 14,649
 Male: 37,855
 Teacher: 1,152
 Total 53,656

1.1.4.17 Loan Service

Books available in General Collection are provided to its members on loan. Books and periodicals preserved in the Special Collection are not available on loan. Those documents are for use within library only.

1.1.4.18 Books

Book loan service is provided from the General section. A total of 35,650 volumes of books were checked out and 33,845 volumes of books were returned in this year.

1.1.4.19 Audio Cassettes

In 1999, the library started leading audio- cassettes to blind patrons of the library who have been admitted as bona fide students in various campuses of Kathmandu for Master's Degree courses.

1.1.4.20 Book Reservation

Library provides book reservation facilities which are in high demand. Reserved books are issued only for 7 days. The library does its best to get reserved books returned within the due date in order to make them available to other members. A total of 100 books were reserved in this year.

1.1.4.21 Reference Service

The library is providing reference service to the teachers and students of the various Central Departments of Tribhuvan University and to outside research scholars and other visitors.

Reference service involves spirit of humanism, which aims to established right contact between a right user and a right document at a right time. This require human agency which could undertake this. (Kumar, 1994, p. 8) Keeping this view this library provides reference service to its reader.

1.1.4.22 User Education Service

Every year, TUCL organizes library literacy classes for the new admitted students of Central Departments of Tribhuvan University, Kirtipur. The classes consist of a library briefing,

bibliographic instructions and library tour. The main objectives of conducting this program is to make the new members familiar with the library's collections, its various sections and services and most important to teach them the basic skills for finding desired documents i.e. information retrieval skills. The members are also provided the opportunity to express their opinion on how to improve the library systems and services for library development.

Last year, the user education programmer was conducted for 1347 students of the following Central Departments of the Tribhuvan University, Kirtipur including 66 M. Phil. Students. (TUCL, 2008, p. 18-20)

1.1.4.23 Press Clipping Service

The Periodical Section continues to provide a press clipping service to the teachers, researchers and students. Relevant articles found on any of the following subjects in the newspapers published in Nepal are collected, filed and make available to users upon their request.

Subject Areas

1. Bhutanese refugees
2. Decentralization
3. Earthquakes
4. Environment
5. Higher education
6. Human rights
7. Indigenous
8. Maoists
9. Nepal's international relations
with India, China, Japan, UK& USA
10. Population
11. Privatization
12. SAARC
13. Security
14. Tourism
15. Tribhuvan University
16. T.U Central Library

17. Value added tax

18. Women (TUCL, 2007, P.17)

1.1.4.24 Content Service

To make teachers, students and research scholars aware of the current information published in various journals and magazines, TUCL, as, previous year, continues to send photocopies of the contents of the research journals to all the Central Departments of Tribhuvan University, Kirtipur and to four regional libraries and four campus libraries of Kathmandu. (TUCL, 2004, P15)

1.1.4.25.1 Nepalese National Bibliography

TUCL has been compiling the Nepalese National Bibliography (NNB) since 1981. It acquires Nepalese publications by purchase and as gifts. Nepal Research Centre has supported TUCL in compiling NNB. (TU, p. 21)

1.1.4.26 Xerox Service

The library has been providing a Xeroxing service to the users at subsidized rates.

1.1.4.27 E-mail and Internet Service

The library has been providing e-mail and internet services to its users since May 1995. A Total of 904 users are benefited from this service during the year 2006/2007. (TUCL, 2008, p. 20)

1.1.4.28 Information Technology (IT) Service

The Information Technology Unit provides information to users from electronic resources available both at TUCL and from abroad. Internet and e-mail databases, CD-ROM, audio- cassettes of books, theses on CD and audio-visual materials are the main electronic resources available in the unit .The library is the Coordination Agency for the implementation of the Programme for Enhancement of Research Information (PERI). This programme provides full- Text databases of more than 25,000 scientific journals. Now, Nepali scientists and scholars have access to these journals free of cost. 200 institutions of Nepal has been registered in the PERI resources.

E-resources Available at TU Central Library

Name & Website:

Table no. 6: Name of website in the TUCL

S.N	Name of E-resources	Web site
1.	Blackwell- synergy	<u>URL:www.blackwell-synergy.com</u>
2.	EBSCO Host	<u>URL:http://search.epnet.com</u>
3.	MCB Emerald	<u>URL:www.emeraldinsight.com</u>
4.	Institute of Physics Publishing	<u>URL:www.iop.org/EJ</u>
5.	Oxford University Press	<u>URL:www.oxfordjournals.org</u>
6.	Springer	<u>URL:www.springerlink.com</u>
7.	AGORA	<u>URL:www.aginternetwork.org/en/</u>
8.	HINARI	<u>URL:www.who.int/hinari/en/</u>
9.	CABI Compendia	<u>URL:http://www.cabi.org.compendia/</u>
10.	Beech Tree publishing	<u>URL:http:www.ingentaconnect.com/content/beechn</u>
11.	UNESCO-EOLSS	<u>URL:HTTP://www.eolss.net</u>
12.	Dissertations in CD-ROM	
13.	American Marketing Association	<u>URL:http://www.extenzaeps.com</u>
14.	OARE(Online Access to Research in The Environment)	<u>www.oare.sciences.org</u>

Electronic resources available in the unit

Table no. 7: Electronic resources available in the TUCL

S.N.	Name of Database	Total no. of records
1.	CD database	360
2.	Audio cassettes	816
3.	Microfilm	571
4.	Microfiche	88
5.	Video	6
6.	Full Text (PH.D)	24
	Total	1,865

User Patterns of the Information Literacy Unit (TUCL, 2007)

Table no. 8: User patterns of the Information Literacy Unit

S.N.	Service	Number of Users
1.	ILU	3,080
2.	CD- ROM	62
	Total	3,142

1.1.4.29 Text Book Section

The text book section is one of the important collections of the library. It contains the textbook prescribed in the course of study of the various Central Departments of Tribhuwan University. This collection also includes question papers, syllabus, expensive books, and books published in more than one volume.

The extra copies of the books of the general sections are kept in this section and if the required books in general section are found to have borrowed by other, then this section helps the readers by providing the other copies of required books. These books are available only for read inside the library not for loan.

During the year 2006/2007 a total no of 18,925 volumes were used in the textbook collection.

Following table presents users patterns in this section: (TUCL, 2007)

Table no. 9: The present users' patterns in the Text Book Section

S.N.	Materials	Volumes	Percentage
1.	Textbooks	12,371	65.36
2.	Questions papers	4,459	23.56
3.	Curriculum	531	2.80
4.	American studies	619	3.27
5.	Japanese studies	163	0.86
6.	Project Report	782	4.13
	Total	18,925	99.98

1.1.4.30 Nepali Journal Collection

The library maintains a Nepali Journals section. This section attempts to collect all journals published from Nepal. There are many current back volumes and rare journals, which are not available in any other of the library in Nepal can be found at TUCL. The contents of each journal are compiled separately for easy retrieval of the required articles/Issues. (TUCL, 2006, p. 22)

1.1.4.31 Reference Collection Section

TU has adequate reference collection sections. It is very important sections of the library in which mostly expensive and rare books with the view of information are collected. In this collection, reference books, as encyclopedia, dictionaries, bibliographical manuals, annual publication, atlas and geographical sources, directories, and guide, almanacs and statistical manuals etc. The reference materials will not be issued for home used and it is a open access system.

1.1.4.32 Singh Collection

There is a special collection where approximately 5000 books, maps, albums and stamps are collected. These materials were donated by late Singh Shamsheer JBR, was named as singh collection. Those documents were provided to this library along with imported families. It is located first floor in the library.

1.1.4.33 Services Provided by Rare Books and Archival Collection:

Tribhuvan University Central Library is providing services from the rare books and archival collection. Archive collection was established after T.U Chancellor Mr. Naveen Prakash Jung shah. Put forward the proposal on July 6, 2002 in the TU. Tribhuvan University's rules and minutes, reports of Royal Higher Education Committees, Reports on Examinations, Council and Examinations, Council and syndicate meetings, Technical Committee reports, convocation Speeches, etc. are preserved in this collection. Similarly, rare books such as Journey to Kathmandu (1852), On India's frontiers or Nepal, the Gorkha's Mysteriouis Land (1896), and Rough Notes on the state of Nepal, Its Government, Army and Resources (1851) are available. These materials are accessible to the scholars and general readers on request. (TUCL, 2006, p. 23-24)

1.1.4.34 Services Provided by the Microfilm Unit;

The Microfilm Unit was established in TUCL upon receipt of microfilm equipments including cameras, scanner, and duplicator, Inspector a processors and readers, under the cultural Grant Aid of the Government of Japan. These equipments are used for microfilming valuable manuscripts and other archival materials including rare books on Nepal or published from Nepal. The main objective of this unit is to preserve valuable or even unique historical, cultural, educational books, old documents and journals on a primary basis. At Present, the library is microfilming rare books and journals.

16 mm film is used for rare book and 36 mm film is used for Nepali journals. Currently library has started microfilming of the journals like, Nepal Samachar Patra, Matribhumi, Dharati, Bharati, Ajako Samachar Patra etc. Similarly, rare documents received from Mahesh Chandra Regmi Collection are microfilmed and preserved. Following are some examples of rare title microfilmed from the library collection.

- Narrative of a five years residence at Nepaul -1852.
- An account of kingdom of Nepaul being the substance of observation that made during a mission to that in the country in the year 1793-1811.
- A short history of banking, currency and commerce in Nepal 1943.
- History of Nepal, 1877.
- Essay the forst; on the Kocch, Bodo and dhimal Tribes, 1847.
- Confidential report on Nepal 1884.
- Ranajiko banshawali, 1992.

1.1.4.35 ISBN National Agency

TU Central Library is the ISBN National Agency since January 2000. TU Central Library has provided ISBN to more 5000 Nepali publication. (TU, P. 21)

1.1.4.36 Constituent Assembly Corner (CAC)

T.U. Central Library established a Constituent Assembly corner (CAC) on November 2006. It is a well known fact that election of constituent assembly is a national agenda. It is historical event happening in Nepal. TUCL thought how the library can help in the historical agenda of the nation. Certainly the library has some documents on Constituent Assembly. They are collected and organized in a separate room. At the moment the collection includes more than hundred volumes of books in English and Nepali, articles published in journals and newspaper, magazine. The library received 15 volumes of books on constituent assembly from American centre Kathmandu.

More than 1000 visitor has used the collection.

1.1.4.37 Japanese Studies Collection

Vice – Chancellor of Tribhuvan University Prof. Dr. Govind Prasad Sharma and The Ambassador of Japan, Tsutomu Hirakoka and jointly inaugurated the Japanese Studies Collection at TUCL on February 23, 2005 amidst al programme. The collection consists of more than 300 volumes of useful and valuable books including documents on Japanese studies, Journals, newspapers etc. Japan University Student Association of Nepal (JUSAN), Sakai Lion Club and Imanishi Memorial Fellowship Trust have donated the collection. The collection is rich academic resources for the users especially on Japanese Studies. JUSAN and Sakai lion’s Club will continuously help to enrich the study.

1.1.4.38 American Studies collection

A collection on American Studies was donated to the library on March9, 1997 by the American Center Kathmandu on the occasion of the 50th Anniversary of the establishment of the Nepal-US diplomatic relations. The collection contains 1300 volumes of books out of 1100 titles. This collection is very useful to the social scientists, students and also to those interested on American life, culture and literature. A separate catalogue and a printed form of title/Author Index of the collection are available for retrieval of the recodes. TUCL’s computer database also includes these records for public access computer terminals. Books in this collection are not available for loan.

1.1.4.39 National Coordination Agency of INASP/PERI for Nepal

TU Central Library is nominated as a National Coordinating Agency for INASP/PERI in February 2003. PERI is a programme of the International Network for the Availability of Scientific Publications (INASP). The PERI programme has already implemented in more than 50 countries, including 20 African countries. Sri Lanka was the first country to introduce this programme in south Asia and Nepal the second. In Nepal, in one year's time, more than 200 academic and research institutions have registered to PERI resources.

This programme brings global information from every corner of the earth, providing access to full text databases covering more than 25,000 high –quality scientific journals. In addition, abstracts from 20, 000 scientific journals are available in online.

The Danish Government has helped to implement the PERI Programme by providing £ 25,000,00 each year for the years 2004-2007. To access PERI resources, users must register their institute's name with publishers (Blackwell synergy, MCB Emerald, Oxford University Press, EBSCO Host, African Journals Online, CABI Compendia, Cochrane Medical Library.) (TUCL, 2007)

1.1.4.40 NepJOL (Nepalese Journal Online)

NepJOL is one of the most important activities of INASP/PERI programme. Its main objective is to make accessible the Nepali scientific journals through web world widely. Before the implementation of the programme different activities like selection of the journals, commitments for inclusion within NepJOL, workshops, journal uploading onto NepJOL website are performing by the library. (TUCL, 2007, P. 26)

1.1.4.41 TU Central Library Budget

A statement of the budget and actual expenditure for books and periodicals during the fiscal year 2006/07 is given below:

Budget and Expenditure (For books and Periodicals only)

Table no. 10: Budget and expenditure for books and periodicals only.

Category	Books	Periodicals	Expenses
Development Budget	-		14,79,724/14
Special Budget	1,75,000/-	-	-
Regular Budget	(8,00,000/-)	(11,00,000/-)	-
Total	1,75,000/00		15,62,424/33

Statement of Income (In-house income)

Table no.11: In-house income of TUCL

Sources	Amount
Library fees	1,62,999.00
Fines from overdue books/lost books/ lost cards	1,72,555.53
E-mail & Internet service	46,676.00
Photocopy rent	32,640.00
Clearance certificates	91,8000.00
Coin telephone income	4,460.00
ISBN form charge	63,725.00
Nepal National Bibliography	8,970.00

1.1.4.42 Visitors

TU Central Library maintains the records of library visitors. According to official statistics 64, 024 visitors visited the library during the year 2006./07. But the actual

1.1.4.43 Special collection Services

The library continues to provide reference and reader services through the following special collections:

1.1.4.44 Nepal Collection:

The Nepal Collection is a special collection of the library. It consists of valuable and unique works on Nepal and is a rich academic resource for scholars pursuing knowledge of the country. Books on Nepal written by either Nepalese or foreign writers and books published in Nepal are collected and preserved. Master's degree and Ph. D. dissertations and village profiles submitted by students in fulfillment of their studies are deposited here. Besides them, there are works of Nepali and Newari literature. The library allocates a special budget for purchasing of books on Nepal. Besides such purchases, the library receives personal and institutional donations from which it selects appropriate documents for preservation in this collection. At present, the Nepal Collection contains more than 48,646 volumes and 95% of the documents are listed on the Online Public Access Catalog (OPAC) system of the library master database "TUCL". To retrieve documents from the collection, the user may consult either the public catalogue or the computerized database.

This is the most used collection in the library. A total of 2,976 volumes of thesis, dissertations, on Nepal and CS publication documents were added this section during the year 2006/07. And total 48646 volumes of Master's level dissertation, Ph.D. thesis , On Nepal, CS publications ,Rare Collection of this collection were used during 2006/07 The most used items of the collection was dissertation. (TUCL, 2007,)

1.2 Statement of the problem:

1. What is the existing condition of Nepal collection?
2. what is the need to be done to make the use of library resources and service effective?
3. Do the users get the document on time from Nepal collection?
4. What kind of information do users seek from Nepal collection?

1.3 Objectives of the study:

- To find out the existing condition of Nepal Collection.
- To find out user's requirements in the Nepal Collection.

- To recommend the appropriate suggestions for better information services from Nepal Collection.

1.4 Scope and limitation of the study:

- This study was focused on Nepal Collection of TUCL not overall expects of library.
- Main focus of study was on the information services provided to users of Nepal Collection.
- Suggestion collected and given in the study may or may not be recommended for other libraries based on their situation.

1.5 Significance of the study:

The study aims to explore the existing condition of Nepal collection. The main aim is to find out user attitude about resource and service of Nepal Collection. It helps the study will be supportive suggestion for the improvement of Nepal Collection.

1.6 Definition of Terms/Glossary:

Academic Library: An Academic library is a library in School, College, University and all other institute of higher learning. It is a library which is an integral part of an institution of higher education. (Khan, 1998)

Audio - Visual Materials: Non- book materials such as gramophone records, tapes, slides transparencies, films and film strips which require apparatus to render them usable.

Catalogue: A list of library materials contained in a collection of a library arranged according to some definite plan.

Bibliographic database: A computer file consisting of electronic entries called records, each containing a uniform description of a specific document or bibliographic item, usually retrievable by author, title, subject heading keywords. Some bibliographic databases are general in scope and coverage; others provide access to the literature of a specific discipline of group of disciplines. An increasing number provide the full text of at least portion of the sources indexed. (Pradhan, 2004, p. 103-5)

Information: Information as knowledge, intelligence, factor data which can be used, transferred or communicates. It is derived from experience, observation, interaction,

reading and has several basic qualities existence availability, language or recognizable representation of meaning.

Library: A collection of books and other materials kept for reading, study and consultation of a place, building, rooms set apart for the keeping and use of collection of books, etc.

Library collection: The total accumulation of material of all kinds assembled by a library for its clientele. It is also called library holdings, Library resources.

Library Materials: Books, periodicals, Pamphlets, reports, microforms, maps, gramophone, records, tapes and all other audio-visual records.

Library Service: The facilities provided by a library for the use of books and the dissemination of information.

Open access: Applied to a library where readers are admitted to the shelves.

University Library: A library or group of libraries established, maintained, and administered by university to meet the needs of its students and members of the academic staff. (Librarians' glossary of terms used in librarianship and the book crafts and reference book, 1971, p. 382-671)

REVIEW OF LITERATURE

This chapter concentrates mainly on the extensive review of available documents such as books, reports, journals and various papers relating to the Nepal collection of TUCL. Very few limited literatures were available on the topic which has been quoted here.

Bhandary, (2003) has described “TU Central Library is an academic library but it has been functioning as National library and public library too. Nepal Collection is one of the important collections of TU Central Library which is highly used. The library use statistics indicates about its usefulness. This is the largest collection on Nepal available at one place in the world. Such a large collection on Nepal is not available in other libraries.”

Bhandary, (1995) has mentioned “Nepal Collection is one of the special collections of TU Central Library. The activities of automation of Nepal Collection project (91-0082) was started from April 1, 1992. Nepal Collection at TU Central Library began in 1965. It’s composition was of documents on Nepal (includes monographs, reports, articles), Nepali literature and language, Master degree dissertations and Ph.D. thesis submitted to Tribhuvan University and foreign universities. Most of the collection consists of unpublished materials and is probably the largest and most significant of it is in the world. Much of it are development literature from Nepali and foreign development agencies, post graduate student’s research result addressing Nepali issues. In Nepal, the results of previous research are inaccessible or lost. But TU Central Library of Nepal Collection preserves them and automation of it helps easy retrieval. Sharing of the information to foreign individuals and institution is possible with the automation. The overall objective of automation of Nepal Collection was to create a machine readable bibliographic database of Nepali and English language documents held in the Nepal collection.

A small VDO cassette is prepared on Nepal Collection database and few other activities of TU Central Library. These cassettes will be used on various occasion.”

Pathak, (1995) has described “TU Central Library started its Nepal Collection automation project with the financial support of IDRC, Canada in 2049 B.S. (1991). In the beginning of the project the TU Central Library formally requested the CDS/ISIS society/Nepal (CISN) to provide technical and logistic support to the project. Accordingly CISN forwarded a list of experts in different aspects with their detail personal bio-data to the TU Central Library which was later on screened by a consultant from IDRC.”

TUCL, (2004 / 2005) quotes “Nepal collection consists of valuable and unique works on Nepal and is a rich academic resource for scholars pursuing knowledge of the country. Books on Nepal written by either Nepalese or foreign writers and books published in Nepal are collected and preserved. Ph.D. and Master’s degree dissertations and village profiles submitted by students in fulfillment of their studies are deposited here. Besides them, there are works of Nepali and Newari literature. The library allocates a special budget for the purchase of books on Nepal. Besides such purchases, the library also receives personal and institutional donations from which it selects appropriate documents for preservation in this collection. CD data are being received instead of receiving theses in the book form.

The librarian is authorized to purchase books on Nepal. Theses and dissertation submitted by research scholars and master’s degree students of all faculties are available in the library.”

Mishra & Mishra, (1976) have described “Nepal Collection of TU Central Library contains modern documents on Nepal as well as many early works.”

Vaidya, (2004) has mentioned “On the top of the call number prefixes are given to the collection to which collection the materials belong like “N” for Nepal collection for the users to find their required documents. Realizing the importance of providing users service from electronic resource beside printed materials library started Nepal Collection automation project in 1992 with the financial cooperation from IDRC, New Delhi. By the project eight thousand English language books and five thousand other devnagari script documents were computerized creating bibliographic database of those documents. The project work was completed in 1995. After the completion of the project programs too, library continued the work. TU Central Library has compiled following technical tools under the “Nepal Collection Automation Project (1992-1995) “financed by IDRC, Canada.

Technical Tools:

- a. Area table for Nepal
- b. List of subject index in English
- c. List of subject index in Nepali

It has the largest collection of useful and valuable documents on Nepal. Special documents are preserved by means of “close access” in various collections like Nepal Collection (rare, manuscripts, dissertations, archival materials, TU publications, publications on Nepal, Nepali literature, etc.)”

Shrestha, (1983) has described “TU Central Library is one of the most well- equipped libraries of Nepal. Apart from its general reference and periodical collection, the library

management a special section on Nepal. Materials such as reports and other form of documentation of various government agencies, dissertations and doctoral theses, microfilms and other publications are made available”

Vaidya (1997) has mentioned “Among all the collections of the library, Nepal collection is the best one, the documents which are not available anywhere in the country can be found here. This collection is now computerized with the financial assistance from IDRC. Data are available in the computer and the users can use them on request. At the entrance the catalogue card of the Nepal Collection has been kept for reference to the readers. The readers note the call no. of the books from here and ask for the books inside the section as it is in closed access area. All the books published on Nepal by any author both in English and Nepali languages are purchased and added each year for Nepal Collection. Government publications, publications of NGO, INGO, post graduate and Ph.D. theses are also received and collected. Nepal Collection IDRC database was created in 1992 with the help of automation of Nepal Collection project. The collection consists of documentation in Nepali includes monographs, reports, articles Nepali literature and language, Master degree dissertations and Ph.D. theses submitted to Tribhuvan University and foreign universities, manuscripts etc. Records are stored in the database. A GIST transcript card is installed in the computer for the creation of the database of the Devnagari script documents. In the case of special collection like Nepal Collection, the readers are not allowed an access to the racks. Books, of this collection are meant for use within the library premises only. Records of Nepal Collection are also available in CD-DROM.”

Vaidya, (2005) has described “The Nepal Collection consists of valuable, rare, and unique works on Nepal and is a rich academic resource for scholars pursuing knowledge. H.B. wood donated approximately 400 titles on Nepal, in 1988 under his book for Nepal Project. H.B. Wood was the executive director of the American Nepal Education Foundation. He made extraordinary contribution to the education and development of Nepal. After the completion of the project he continued to send materials for many years. Those books are still maintained in Nepal Collection. The library is not only collection but also digitally processing such materials and providing access to them to users.

I.B. Redco is a Russian and one of the users of the Nepal collection. He was a great friend of Nepal and great admirer and user of TUCL and Nepal Collection. He expressed his opinion that his work would not have been so well written if he had not had easy access to

its Nepal collection because of him. TUCL had the opportunity of serving a good member of Russian scholarly community doing research in Nepal.”

Likewise, many other national and international researchers and scholars have been using the collection extensively; even as TUCL continues expand its services.

The Nepal Collection is supplemented by the Nepal Journal Collection, which is maintained separately in the periodical Section consists of all journals published from Nepal in whatever languages (Nepali, Newari, Hindi, English, etc). The objective of both is to make available all documents on subjects relating to Nepal in one place so that user can have easy access to the information they need.

The development of both Nepal collection and Nepali Journal collection is maintained through purchase and gifts. We have received outstanding works by scholars, politicians, educationists, lawyers, ex-ambassadors and other donators of Nepal. They have donated private collections to the library in expectation that their materials will be preserved properly so that future generation can use those library resources. The library has maintained the materials properly as they desired.

All special collections of the library closed to public access. This applies in particular to Nepal collection. Users are not allowed to go and browse in the stack area. They have to give the location call number to the staff on duty who will provide the requested document for use within the library. The records of the Nepal Collection are also available at the Tribhuvan University Central Library website [www.tucl @org.np](http://www.tucl.org.np)

No other libraries in Nepal or abroad have such a large collection on Nepal. Documents, which are not available, any where else in the nation can be found here. The library has arranged these documents from other documents by giving them special sequences for different collection. The sequences are as follows:

N = On Nepal

CS = Close Section

R = Rare books

D = Dissertations

Chapter III

FOCUS OF THE STUDY

This chapter has been focused on the detail study of Nepal collection.

3.1 Nepal Collection Section

‘TUCL has the largest collection of useful and valuable documents in Nepal Collection. Nepal Collection at TUCL began in 1965. Nepal Collection is very important and highly used collection of TUCL. This is the largest collection on Nepal available at one place in the world. Such a large collection on Nepal is not available in other libraries.’(Bhandary, 1995)

‘The Nepal Collection is a special collection of the library. Special documents are preserved by means of “close access” in various collections like Nepal Collection (rare, dissertations, Ph. D. theses, manuscripts, archival materials, TU publications, village profiles). Documents on Nepal include monographs, reports, articles, Nepali literature and language.’ (Vaidya, 2004)

The Nepal collection, one of the special collection sections of the library consists of valuable, rare and unique works on Nepal and is a rich academic resource for scholars pursuing knowledge of the country. Books on Nepal written by either Nepalese or foreign writers and books published in Nepal are collected and preserved. Ph.D. and Masters Degree dissertations and village profiles submitted by students in fulfillment of their studies are deposited here. Besides them, there are works of Nepali and Newari literature, and a special rare collection. The library allocates a special budget for the purchase of books on Nepal. Besides such purchases, the library also receives personal and institutional donations from which it selects appropriate documents for preservation in this collection. At present, the Nepal Collection contains more than 44,110 documents. More than 95% of the documents are listed on the On-line public Access (OPAC) system .of the library master database. Last year a total of 2,976 volumes of English and Nepali documents were added in this collection. (TUCL, 2007)

This section can be further studied from the four functions of the libraries that are collection development, organization of the materials, dissemination of the information and preservation of the collected documents/ materials.

3.2 Collection development

At present the Nepal collection contains more than 40,000 and other reading materials and adds approximately 600 to 800 documents annually.

Materials and volume

- Master's level dissertation 12,712 (English medium)
- Master's level dissertation 2,954 (Nepali medium)
- Ph.D thesis 429
- Village profile 400
- On Nepal 6062 (Nepali medium)
- On Nepal 12,259 (English medium)
- CS 2,431 (Nepali + Newari)

Volumes & titles added to the Nepal Collection

Table no.12: Statistics of the titles & volumes added in the Nepal Collection

S.N.	Materials	2002/03	2003/04	2004/05	2005/06	2006/07
1	On Nepal	451	409	299	266	728
2	Dissertation/Thesis	598	787	639	1,658	1,745
3	CS(Nepali+Newari)	190	217	137	210	464
4	Rare book/Document	17		4	50	39
Total		1,256	1413	1,079	2,184	2,976

Above statistics of the titles added in the Nepal Collection shows that the theses and dissertations are added more than other documents according to the record of the year 2002/03- 2006/07

Documents used from the Nepal Collection

Table no. 13: Statistics of the users of the Nepal Collection

S.N.	Materials	2002/03	2003/04	2004/05	2005/06	2006/07
1	On Nepal	9,286	7,993	10,201	8,288	7,700
2	Dissertation/Thesis	34,580	42,440	41,273	43,569	39,410

3	CS(Nepali+Newari)	1,761	1,833	1,884	1,572	1,536
4	Rare Book	66	42			
Total		45,693	52,308	53,358	53,429	48646

The statistics of the users of the Nepal Collection makes it clear that the master level dissertations are used more than other documents available in this section. Nepal collection is the most used collection in the library according to the record of the year 2002/03-2006/2007.

3.3 Automation of Nepal Collection

Automation of Nepal Collection was one of the most important activities of TUCL after 1990.

As said earlier, the history of Nepal Collection starts with the history of TU Central Library. By 1986, the Nepal Collection has grown to a fairly distinct collection in TUCL. Importance of Nepal collection is because of its nature of collection.

Mr. Krishna Mani Bhandary then Assistant Librarian felt the need of automation of Nepal Collection for efficient, effective and exhaustive services from the Nepal Collection. Mr. Bhandary spoke to Mr. Clive Wing, programme officer, IDRC, New Delhi, about the need of Automation of Nepal Collection for effective services from the collection in 1986, who was in Nepal visit to discuss on other programme. Mr. Clive wing suggested to Mr. Bhandary to provide background information on Nepal collection to IDRC.

Since 1986, there was a continuous communication between IDRC and TUCL on the subject. IDRC asked to TUCL to submit a detailed proposal on Automation of Nepal Collection in 1990. Then (1990) librarian Mrs. Shanti Mishra instructed to then Deputy Librarian Mr. Krishna Mani Bhandary to develop a proposal and submits to IDRC for the Automation of Nepal Collection of TUCL. Mr. Bhandary with his twenty years of experience found that the international classification system and indexing system

(Library of Congress Subject Heading) was insufficient for the classification and indexing of Nepali literature. There fore, he purposed in the proposal to develop following technical tools to provide unique classification number & appropriate key words for indexing of Nepali literature.

Few important features of the proposal

1. Create a machine readable bibliographical database of 13000 records of Nepal Collection.
2. Developed technical tools on the following areas.
 - Dewey's Area Table for Nepal
 - Three- Figure Author Table index for Nepalese Names
 - List of subjects headings in English for Nepali subjects (Bhandary, 2004)
3. Train the staff on CDS/ISIS Software and data entry methods
4. Test the gist card to develop database of Devnagari Script document available in the collection.

TUCL continued the development of database of all newly acquired documents even after the project period (1992-1995). In Nepal, in most cases project activities are stopped after the project period unless additional funding is managed. But in case of TUCL, activities of database development continued and approximately 50,000 machine readable bibliographical databases are accessible in the TUCL's LAN system. Some 40,000 such records are accessible in web: www.tucl.org.np

IDRC had responded that there was no software developed in the World to accommodate the Devanagari Script. After several years' effort of Tribhuvan University Central Library IDRC informed TUCL to submit draft proposal in 1990 and Nepal Collection Automation Project IDRC File 91-0082 was approved in 1992.(Bhandary, 2003)

The overall objective of automation of Nepal Collection was to create a machine readable bibliographic database of Nepali and English language documents held in the Nepal Collection.

Specific objective:

- a. Train staff in computer technique
- b. Establish a technical committee
- c. Develop and distribute bibliographical tools
- d. Promote the database
- e. Test the transcript card
- f. offer services to users.

Outputs of the project were

- a. A machine readable database in English and Nepali of reference to the holdings in the Nepal Collection.
- a. Author table for Nepali names.
- b. A word list of subject heading in Nepali
- c. Area codes of regions, districts and important towns in Nepal. (Bhandary, 1995)

Tribhuvan University Central Library had started its Nepal Collection Automation Project with the financial support of IDRC, Canada in 2049 B.S. In the beginning of the project the TUCL formally requested the CDS/ISIS Society/Nepal (CISN) to provide technical and logistic support to the project. Accordingly CISN forwarded a list of experts in different aspects with their detail personal bio-data to the TUCL which was later on screened by a consultant from IDRC.

After obtaining the approval from IDRC through TUCL an understanding was reached between TUCL and CISN. As per the understanding reached the CISN along with its experts were to provide technical and logistic supports to the Nepal Collection Automation Project of the TUCL for the Project period (2049-2052). The technical support included, selection of hardware, software, database design, training of staff members on database creation and use, some basic training on computer skills and overall management of the database including editing of keywords and producing products such as indexes. (Pathak, 1995)

The Senior Professional Librarians has experience of computerization gained in the past project of Nepal Collection Automation project 1992. They have gained the knowledge of CDC/ISIS software for creation of database, and also the different way of retrieving the databases of Nepal Collection documents. (Vaidya, 1997)

3.4 Organization system followed for Nepal Collection

3.4.1 Cataloguing

The library follows a cataloguing system based on Anglo American Code (1967) with local variations. The main catalogue consists of Author, Title, Subjects, Series, Analytical entries. Cards for all entries are filed alphabetically in one sequence. The type of the catalogue is the dictionary catalogue. In each entry, author, title, place of publication, volume, pagination, special illustration, ISBN number, series, subject headings and notes if required are given.

3.4.2 Classification

The classification system adopted by the library is Dewey Decimal system, and is arranged on the shelves in numerical order.

The library has developed its own area code table for regional, district and villages of Nepal. As DDC has given only country number for Nepal viz. 95426 it has to be developed to meet the local requirements. Similarly Author Table for Nepali books has been prepared. It is developed to cover the surnames of the entire Nepalese author. For English books the library is using three Author's Cutter table since inception.

Prefixes as "N" for Nepal Collection, "D" for dissertation, "CS" for Close Collection are been used to identify the books in collection.

3.4.3 Services

Nepal Collection is a closed collection. Interested users are required to produce their identification to use documents of Nepal Collection. As a reference collection it is mainly used inside the library. However, documents are provided for photocopy, users are not allowed to borrow documents from this collection.

3.4.4 Staff

The library has 79 full time staff. Out of this, there are 12 professionals, two administrative officers and other supporting staff. In Nepal collection, there are one Head Assistant, one Senior Self Reader and one peon. They are looking after the collection. Thus, total personnel in the section are three.

3.4.5 Document received

The library has allocated special annual budget for the purchase of books on Nepal published from Nepal and abroad. Besides such purchases the library also receives personal and institutional donations from which selects appropriate documents for preservation in the Nepal Collection. We have received outstanding works by scholars, politicians, educationists, lawyer's, exambassadors and other donators of Nepal.

3.4.6 Preservation of Nepal Collection

For the protection of all the materials of Nepal Collection, much attention is paid in cleaning the individual documents. Currently the following forms of physical treatment are carried out in order to ensure them a long life.

- All books are cleaned periodically with a vacuum cleaner.
- Torn or damaged books are sent for repairing and binding.
- Naphthalene balls are placed on book racks.
- Attention is given to humidity control, air circulation, and lighting conditions.
- Insect control methods are employed. (Vaidya, 2003)

3.4.7 Some of the rare titles in Nepal collection are as follows:

915.426/B211o

Ballantine, Henry

On India's frontiers on Nepal the.-London: Gurkhas Mysterious Land, 1896.

192p..

320.9/J78d

Joshi, Bhuwan Lal and Leo Rose

Democratic innovation in Nepal.;A Case study of political Acceleration.- London:

Perceval.....Nepal, 1966.

Markham clements – Narratives of the mission of George Boghe

to Tibet and of Journey of Thomas Manning to Lhasa, 1879.

Ollphant, Henry- A journey to Kathmandu, 1852.

320.95426/R72p

Rose, Leo E

The politics of Nepal; persistence and change in an Asian technology.-Ithace: Carnell University.

301.2/SI86n

Slusser Mary Shepherd

Nepal Mandala: A Cultural study of Kathmandu Valley: Princeton University Press, 1982.

954.26/Sm67n

Smith, Captain

Thomas The Nepal Years: narratives of a five years residence at Nepal –I and II.-New Dlhi : Casmo Publishing , 1852.

759.9515/T79t

Tucci, Giusseppe

Tibetan painting Scrolls.-Rome: Librarian dello stato , 1949.

954/W564h

Wheeler, J.Talboys

A short history of India: and of the frontier states Afghanistan, Nepal and Burma.-Delhi :
Guan Publishing, 1884.

3.4.8 More useful document of Nepal Collection (On Nepal)

N/338.9/B4693n

Bhattarai, Baburam

The Nature of Underdevelopment and Regional Structure of Nepal

N/915.426/B545p

Bista, Dor Bahadur

People of Nepal /Ministry of Information, Broad casting ,1967

176p.

N/301.45095426/N351n

Nepali, Gopal Singh

The Newari: Himalayan Books Sellers

478p.

N/709.5426/B224s

Bangdel, Lain Singh

Stolen Images of Nepal .- Kathmandu: Royal Nepal Academic, 1989.

328p.

N /320.95426/B231o

Baral, Lok Raj

Oppositional Politics in Nepal .-New Delhi: Abhinav Publication,1977.

256p.

N/332.32/R264l

Regmi,Mahesh C.-Landownership in Nepal .-University of California press,1976

252p.

N954.26/Sh137i

Shaha, Rishikesh

An Introduction to Nepal .-Kathmandu: Ratna Pustak Bhandar,2001.

252p.

N594.26/Sh84b

Shrestha, Tej Kumar - Birds of Nepal.: Bimala Shrestha, 2000.
287p.

N574.8/M289n

Majupuria, Trilok Chandra

Nepal Nature's Paradise .-gwalilor : M. Devi ,1999.
756p.

370/B313n

Baral , Ishwor & others

National Education Plan.- Kathmandu,1972.
82p.

370/Ar97e

Aryal, Krishna Raj

Education for the Development of Nepal: Shanti Prakashan, ,1970.
166p.

N581.95426/M351f

Malla, S.B and Shrestha , A.B.

Flora of Lamtang .-Ministry of Forest , Department of Medicinal Plants,1973
144p.

581/P882f

Pradhan , Neera

Flora for Kathmandu Velley .-Kathmandu: Neera Joshi ,1999.
45p.

N591/Sh84w

Shrestha, Tej Kumar

Wild life of Nepal.-Kathmandu: Curriculum Centre, 2003.
734p.

597/Sh84f

Shrestha, Jiwan

Fishes of Nepal .-Kathmandu: Curriculum Development centre, 1981.

734p.

591.95426/M289w

Majupuria, Trilok Chandra

Wild is Beautiful.- Lalitpur: S. Devi , 1982.

658.4/Ag81o

Agrawal, Govind Ram

Organizational Behavior in Nepal .-Kathmandu: M.K. Publication ,2001.

358P.

954.26/g449

Giuseppe, Fatherl

Account of the kingdom of Nepal.- London : Asiatic Researchers ,1970.

551.5/N351c

Climatologically Records of Nepal.-Kathmandu: Ministry of Science&Tech.Deprt. of
Hydrology & Metrologhy,2002.

194p.

N550/Sh23g

Sharma, Chandra k.

Geology of nepal.-Kathmandu: Mani Ram Sharma,1973.

182p.

634.95426/St45f

Staintan, J.D.A.

Forest of Nepal.:John marray,1972.

181p.

N349/sh276m

Shrestha, Gandra Bhahadur

Muluki Ain .-Kathmandu: Pairabi Prakashan ,2052.

552p.

340/K492n

Nepal Ain Sangrah : HMG, Kanun Kitab Byabastha Samiti, 2061.

229p.

378.32/T732

Tri.Vi. Ain.- Kirtipur : TU, 2049.

42p.

378.32/T732

Tri. Vi. Niyam.- Kritipur: TU Cetral Office,2050.

N954.26/S856n

Sharma, Balchandra

Nepal ko Itihasik Rupakha.- Baranasi: Krishna Kumari Devi,2033.

954.26/Pr695

Yogi Naraharinatha

Itihas Prakasan.- Gairakshpitha: Itihas Prakasan sangh.

284p.

Bhandari, Dev Prasad

Shree panch Prithivinarayan Shaha ko Upadesh: Jagadaba Prakashn.

400p.

N915.426/p338n

Pande, Ram Kumar

Nepal Parichaya ._Kathmandu: Bhudipurana Prakasan, 2055.

559p.

Foreign writers wrote about Nepal

(N/320.9/J78d)

Joshi, Bhuwanlal and Rose, Leo E.

Democratic Innovations in Nepal .-Berkeley: University of California Press,1966.

551p.

N954.26/H181a

Hamilton, Francis

An Account of the Kingdom of Nepal :Edinburgh.

364p.

N/294.5/A154c

Allen, Michael R.

The Cult of Kumari .-Kathmandu: Institute of Nepal & Asia Studies.

67p.

N/370/W85e

Wood, Hugh B.

Education in Nepal .-Washington: Cascade Pacific Books ,1958.

84p.

N/394.2/An 24f

Anderson, Mary M

The Festivals of Nepal.- Calcutta: Rupa,1988.

288p.

N301.44/B587n

Blaikie, Piers,John Cameron and David Seddon

Nepal in Crosi .

N/638.1/V244h

Valli, Eric and , Diane Summers

Honey Hunters of Nepal .-London : Thames & Hudson, 1988.

N/731.456/Sch76i)

Schroeder, Ulrich Von

Indo- Tibetan Bronzes.-Hong Kong: visual Dharma Publication,1981.

576p.

N/915.426/H121n

Hagan, Tony

Nepal.

N/339.46/Se 27n

Seddon, David

Nepal a State of Poverty: Vikash Publishing , 1987.

288p.

CS (Close Section)

895.5131/Bh655m

Bhikchhu, Bhawani

Maiya Saheba.-Kathmandu: Nepal Academic, 2017. 12p.

Bhikchhu, Bhawani

Gunakeshari.-Kathmandu: Nepal Academic,2017.

140p.

N895.513/P646s

Parijat

Shirishako Phul.-Kathmandu, 2022.

93p.

N895.511/D899mu

Devakotha, Laxmi Prasad

Muna Madan.-Kathmandu: Sajha Prakashn,2047.

43p.

N895.513/M656k

Malla, Govind Bahadur

Kathai Katha .-Kathmandu: Nepal Academic ,2016.

229p.

N895.513/Ks696b

Kshetri, Lila Bahadur

Basai.- Kathmandu: Madan Puraskar Pustakalaya,2014.

103p.

N895.511/A418p

Pradhan, Bhai Chandra

Aadhikabi Bhanubhat Acharya.- Calcutta: Ratna Kumar Pradhan,1952.

122p.

N923.2/Ko475s

Sharma, Ganesh Raj

Bisheshwor Prasad Koirala Ko

Aatmabritant. - Kathmandu: Jagadamba prakasan, 2055.

344p.

N895.5131/R255k

Rai, Indra Bahadur

Kataputaliko Man. - Calcutta: Indra Pradhan, 1989.

77p.

Subjects based on the class number and their total volumes of Nepal Collection are given in appendix 2.

Chapter IV

RESEARCH METHODOLOGY

Research is the process of a systematic and detail investigation or search of any particular subject with aimed of discovering, collection, compilation, presentation and interpretation of relevant data. The term research is also used to describe a collection of information about a specific topic too. So, the application of procedure for search is as research methodology. (Wolf, 2005)

This is the study which is based on descriptive type regarding the study of Nepal collection. It was studied and surveyed using questionnaire method as the principle of data collection.

4. 1 Research Design

It is the plan and strategy of investigation conceived for the collection and analysis of data. It also helps to guide the researcher in proper direction in order to obtain the goal. The design may be a specific presentation of the various steps in research process. Hence a combination of different methods is being used to collect the relevant facts, figures and data. Mainly questionnaire, survey and observation methods were taken.

4. 2 Sources of Data

The data in this study was collected by different sources, including primary as well as secondary sources. The primary data were collected though field survey using the questionnaire. Dissertations, theses, articles, books, prospectus, Office records, bulletins, brochures, etc. were the sources of secondary data.

4. 3 Population

The study is concerned with the collections, services and user's satisfaction of Nepal collection of TU Central Library.

4. 4 Sampling Procedure

It was planned to study over twenty percent of total population which was four days' visit. 450 users were found in the visit of the section. The random sampling technique was adopted for this study. As already mentioned, population were selected from the users of Nepal Collection. One hundred questionnaires had been distributed and among those only 95 questionnaires were returned from those selected users.

4.5 Data collection Procedure

Questionnaire

The researcher had prepared questionnaires in full consultation of guide.

The questionnaires were given hand -to-hand to users. Users filled up questions without any restriction and hesitation. Questionnaires were structured and close ended type. One hundred questionnaires were distributed. Only 95 questionnaires were returned which were more than 20% of the total population to fulfill the objectives of this study. Detail of questionnaires is given in appendix 3.

Field survey

The present status and physical facilities of this library was observed by field survey.

4.6 Data Analysis Procedure

The data analysis is based on the 95 responses from the users. The data in the form of questionnaire have been collected, edited, coded, tabulated and classified for data analysis.

All those collected data were checked to remove the possible errors that presented the summary of answer from respondents. Primary data were taken from users and processed data were interpreted in the form of tabulation. The result of analysis could be found in tables and figures making references relevant to the research relations, studied and drawing conclusion about them.

Chapter V

ANALYSIS AND PRESENTATION

The data have been collected from the Nepal collection of academic library, Tribhuvan University Central Library. The responses of the users made possible to this analysis to make a suitable presentation of this work. Their responses are shown in the following tables. It is hoped that the tables sufficiently and correctly represent those all responses which are classified on the basis of the questionnaire with their relevancy.

Responses of users are illustrated in the following tables and figures.

The questionnaire distributed to them is given in table no 14

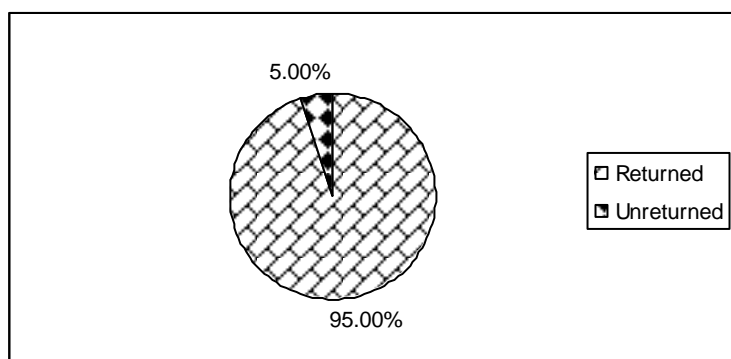
Table no. 14 Number of questionnaire distributed and returned

Number of questionnaire					
Distributed	Returned		Unreturned		Total
No	No	%	No	%	%
100	95	95	5	5	100

Source: Field survey

This table shows that 100 questionnaires were distributed and 95 respondents were returned with the answers. It is shown in figure no.1

Figure no 1 questionnaires distributed and returned



Question no. 1 was to know either they were member or not of the library which is shown in table no 15

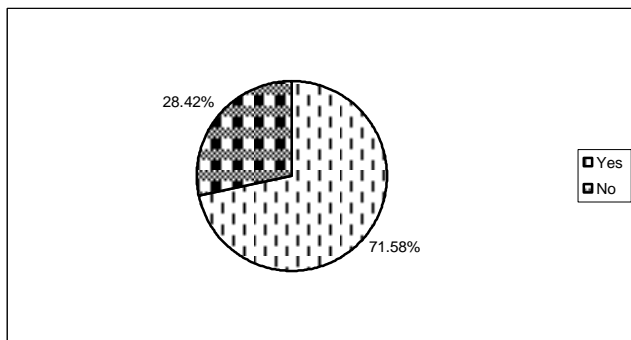
Table no: 15 Membership of TUCL

Membership		
Users	No	%
Yes	68	72
No	27	28
Total	95	100

Source: Field survey

This table shows that 68 (72%) users were members and 27 (28%) users were not among 95 users. It is shown in figure no. 2

Figure no 2 member



Question no. 2 was to know about the types of users of Nepal Collection (TUCL) which is given in table no. 16.

Table no. 16: Types (status) of users

Users		
Types	Number	Percentage (%)
Students	71	75
Teacher	3	3

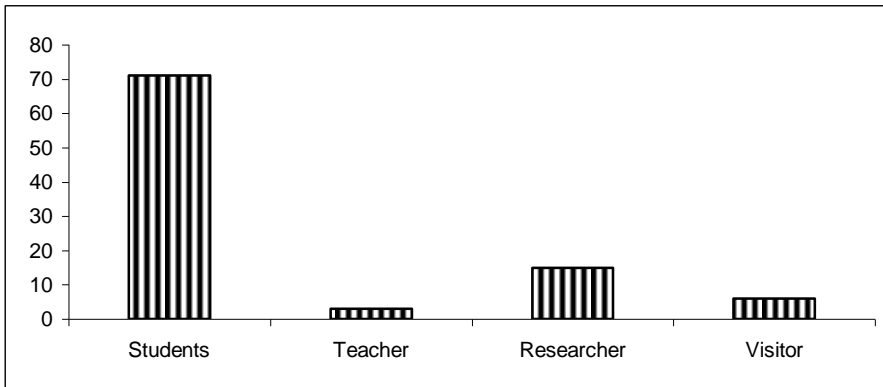
Researcher	15	16
Visitor	6	6
Total	95	100

Source: field survey

This table shows that 71 (75%) users were students, 3 (3%) are teachers, 15 (16 %) users were researchers and 6 (6%) users were visitors among the 95 users.

In total, the greatest number is of students. Figure no. 3 shows it clearly.

Figure no: 3 User



Question no. 3 was to know about the opinion of usefulness of TUCL which is given in table no.17.

Table no. 17: Usefulness of TUCL

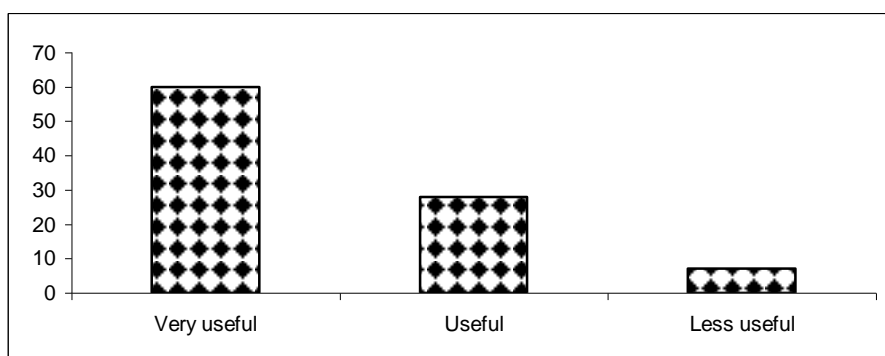
Usefulness of TUCL		
Opinion	No. of users	Percentage (%)
Very useful	60	63
Useful	28	30
Less useful	7	7

Useless		
---------	--	--

Source: field survey

This table shows that 60 (63 %) of users have reported TUCL as very useful, 28 (30 %) users have reported as useful and 7 (7 %) users have reported as less useful. It is shown in figure no. 4.

Figure no. 4: Usefulness of TUCL



Question no.4 was developed to know visiting frequency of the users in the library which is shown in table no 18.

Table no. 18: Frequency of Library visit

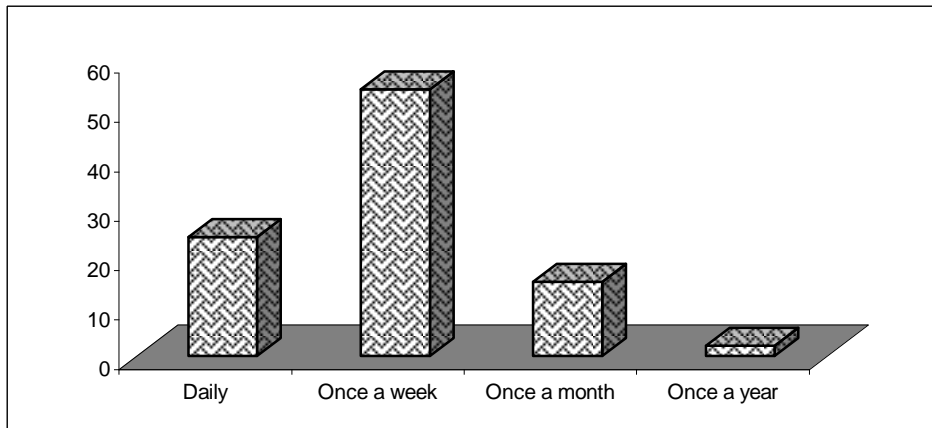
Frequency		
Visit	Number	Percentage (%)
Daily	24	25
Once a week	54	57
Once a month	15	16
Once a year	2	2
Total	95	100

Source: field survey

This table shows that daily users were 24 (25 %) , once a week users were 54 (57%) , once a month users were 15 (16 %) and once a year users were 2 (2 %) .

In total, users of once a week are in greatest number. It is shown in figure no 5.

Figure no 5: Frequency of library visit of users.



Question no. 5 was to know the view of users about the present library opening hour which is shown in table no. 19.

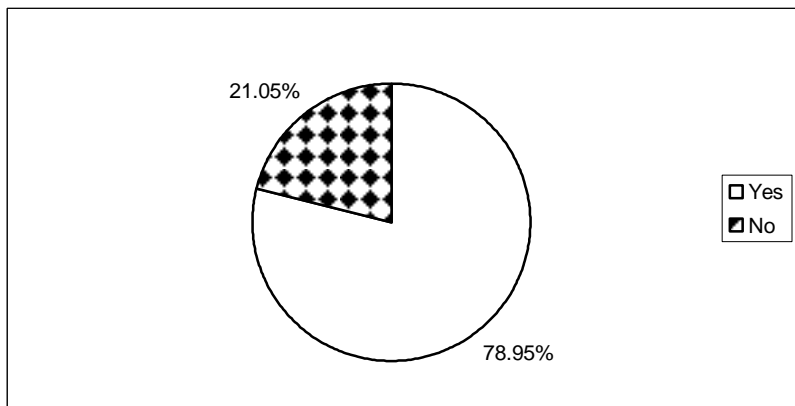
Table no. 19: Suitability of library hour

Suitability		
Users' response	No	Percentage (%)
Yes	75	79
No	20	29
Total	95	100

Source: field survey

This table shows that 75 (79%) users have reported the present opening hour of library is suitable and 20 (21%) users have reported the time is not suitable. It is shown in figure no. 6 clearly.

Figure no. 6: suitability of library opening hour.



Question no. 6 was to know the users satisfaction about present library management system of TUCL which is shown in table no.20.

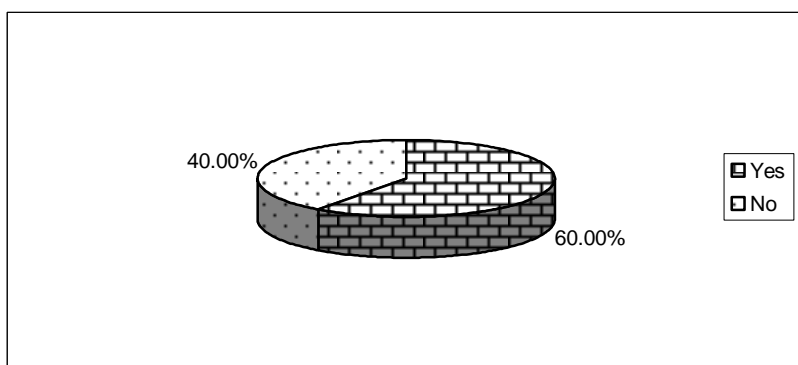
Table no. 20: Library management system of TUCL

Satisfaction		
Response of users	Number	Percentage (%)
Yes	57	60
No	38	40
Total	95	100

Source: field survey

This table shows that 57 (60 %) users were satisfied with the present library management system of TUCL and 38 (40 %) users were not. Figure no. 7: shows it clearly.

Figure no. 7: Satisfaction of TUCL management system.



It was further developed to know their dissatisfaction in different aspects for their suggestions to improve it which is shown in table no.21.

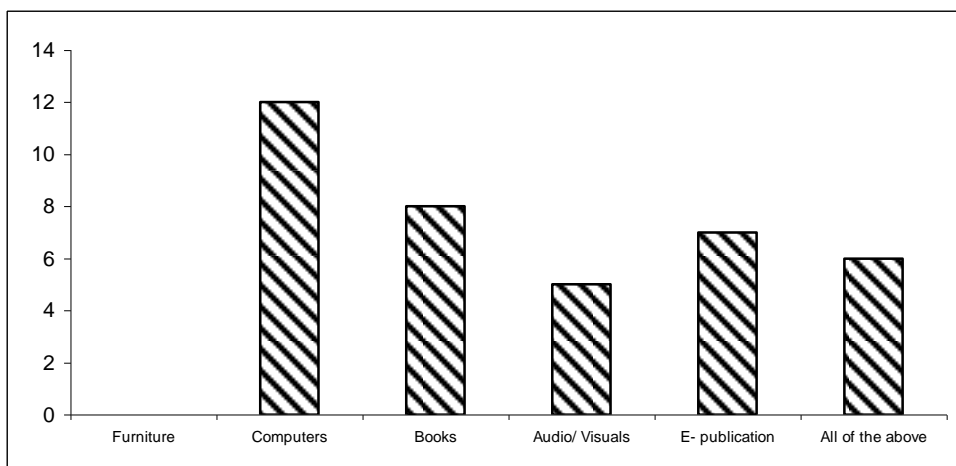
Table no.21: Suggestions to improve the management system

Suggestion of users		
Title of aspects	Number	Percentage (%)
Furniture	-	-
Computers	12	32
Books	8	21
Audio/ Visuals	5	13
E- publication	7	18
All of the above	6	16
Total	38	100

Source: field survey

This table shows that among the 38 unsatisfied users, suggestion of 12 (32 %) users is for computers, 8 (21 %) users' is for books, 5 (13 %) users is for Audio / visuals, 7 (18 %) users is for e- publication and 6 (16 %) users' if for all. It is shown in figure no 8.

Figure no. 8: Suggestions to improve the different aspects for management.



Question no. 7 was developed to know the feelings of the users' about the environment of Nepal Collection section which is shown in table no 22.

Table no 22: Environment of Nepal Collection section.

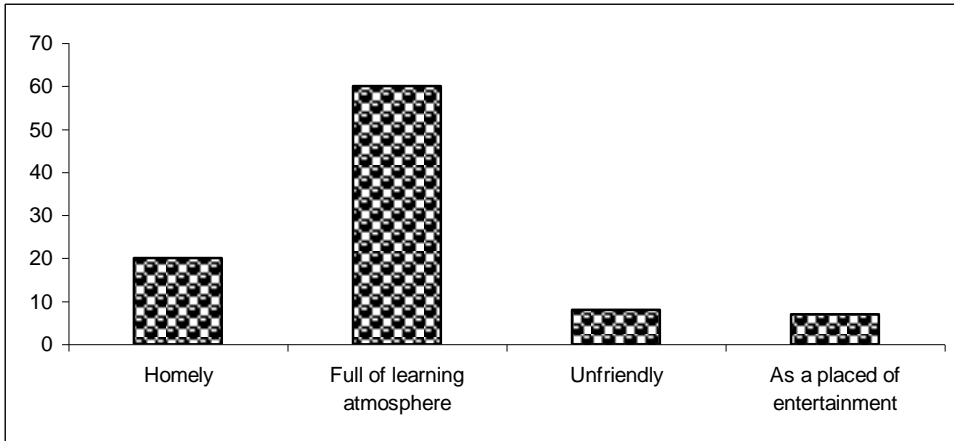
Environment		
Response of users	Number	Percentage (%)
Homely	20	21
Full of learning atmosphere	60	63
Unfriendly	8	9
As a placed of entertainment	7	7
Total	95	100

Source: field survey

This table shows that among 95 respondents, 20 (21 %) users have told the environment of Nepal collection as homely, 60 (63 %) users have told it as full of learning atmosphere, 8 (9 %) users have told it as unfriendly and 7 (7 %) users have told it as a place of entertainment .

In total, 60 (63 %) users' view is as full of learning atmosphere. It is shown in figure no. 9.

Figure no. 9: Views of users about the environment of Nepal collection



Question no. 8 was developed to know about the users' familiarity with modern information technology which is shown in table no. 23.

Table no.23: Users familiarity with modern information technology

Familiarity		
Users' Responses	Number	Percentage (%)
Yes	60	63
No	35	37
Total	95	100

Source: field survey

This table shows that 60 (63 %) users were familiar and 35 (37 %) users were not familiar with modern information technology.

Question no. 9 was developed to know the most used section lo TUCL which is shown in table no. 24.

Table no. 24: Users' responses about more used section of TUCL.

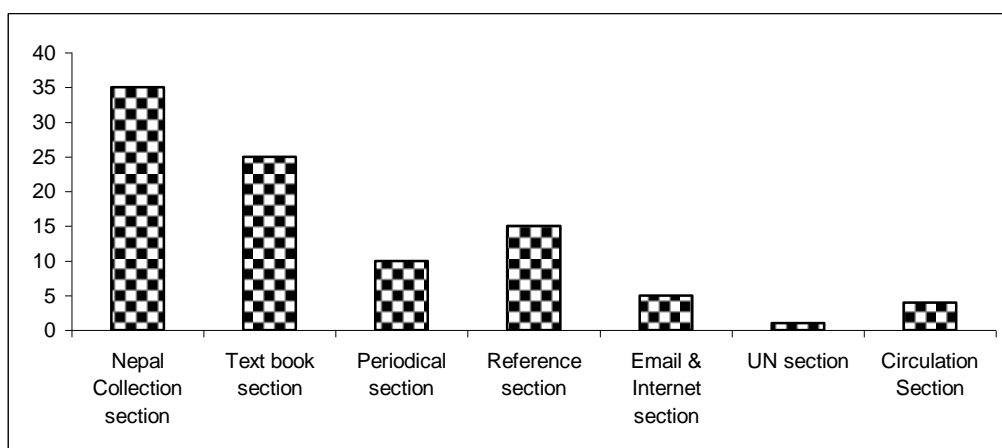
More used section		
Users' responses	Number	Percentage (%)

Nepal Collection section	35	37
Text book section	25	26
Periodical section	10	10
Reference section	15	16
Email & Internet section	5	5
UN section	1	1
Circulation Section	4	4
Total	95	100

Source: field survey.

This table shows that 35 (37 %) users have used Nepal Collection section, 25 (26 %) users have used text book section, 10 (11 %) users have used periodical section, 15 (16 %) users have used reference section, 5 (5 %) users have used e-mail & internet section, 1 (1%) user has used UN collection and 4 (4 %) users have used Circulation section. In total, 35 (37 %) users have used Nepal Collection section which is the highest no. among other sections. Figure no 10 makes it more clearly.

Figure no.10: More used section of TUCL



Question no. 10 was developed to know either they have known the Nepal Collection or not which is shown in table no.25.

Table no. 25 users' familiarity with Nepal Collection of TUCL

Familiarity		
Users' responses	Number	Percentage (%)
Yes	75	79
No	20	21

Total	95	100
-------	----	-----

Source: field survey

This table shows that 75 (79 %) users have known the Nepal Collection section and 20 (21%) users have not.

It was further developed to know their visiting purpose of Nepal collection section among the users who were familiar with this section. It is shown in table no.26.

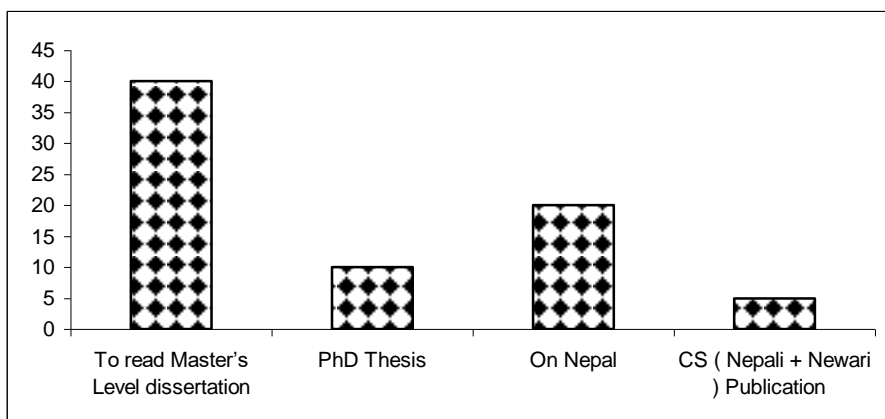
Table no.26: Users' purpose to visit Nepal Collection section

Purpose to visit for		
Users' responses	Number	Percentage (%)
To read Master's Level dissertation	40	53
PhD Thesis	10	13
On Nepal	20	27
CS (Nepali + Newari) Publication	5	7
Total	75	100

Source: field survey

This table shows that 40 (53 %) users have visited this section for Master's level dissertation, 10 (13 %) users have visited it for PhD theses, 20 (27 %) users have visited for the study on Nepal and 5 (7 %) users have visited for CS publication. It is shown in figure no.11.clearly.

Figure no. 11: Visiting purpose of users in NC section.



Question no. 11 was developed to know users' view about their preference of Nepal publication materials collected in this which is section shown in table no.27.

Table no.27: Preference of Nepali publication materials

Preference		
Users' responses	Number	Percentage (%)
PhD. Thesis	10	11
Master's Level dissertation	56	59
On Nepal	24	25
CS (Nepali + Newari) Publication	5	5
Total	95	100

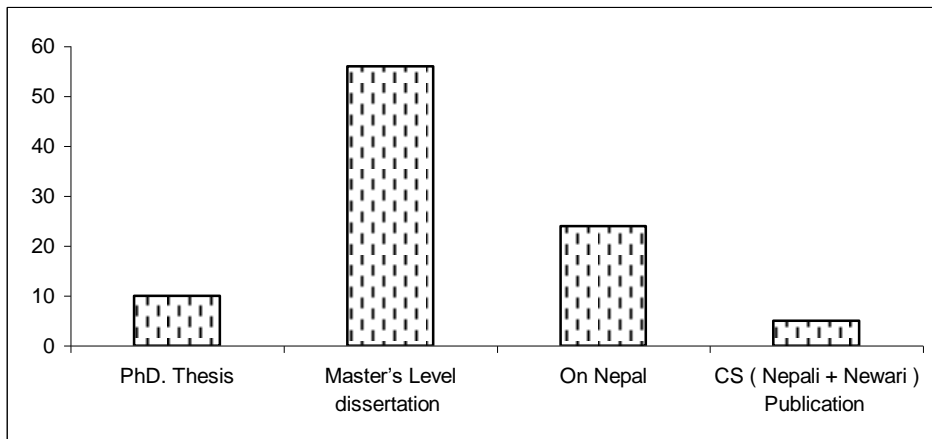
Source: field survey

This table shows that 10 (11 %) users have preferred PhD. Thesis, 56 (59 %) users have preferred Master's level dissertation, 24 (25 %) Users have preferred On Nepal and 5 (5 %) users have preferred CS publication.

In Total, Master's level dissertations are most preferred by 56 (59 %) users which is the greatest number among others.

It is shown in figure no.12 clearly.

Figure no.12: Preference of Nepali Publication Materials



Question no. 12 was developed to show users' view about their problems faced in searching the library materials which is shown in table no.28

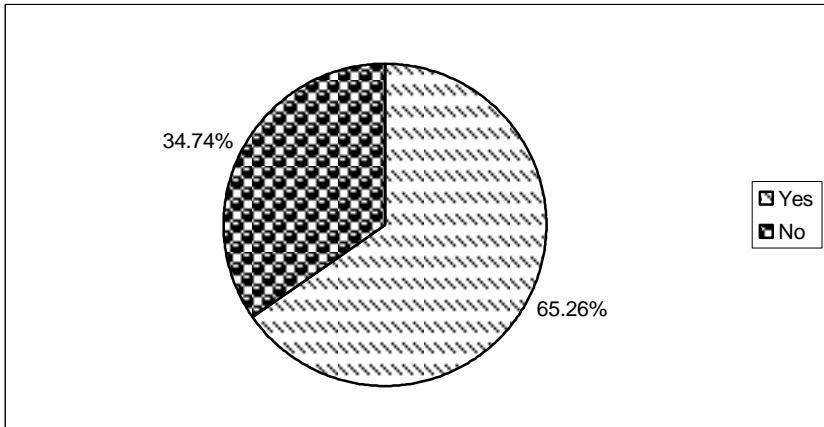
Table no.28: Problems faced in searching the library materials

Problems		
Users' responses	Number	Percentage (%)
Yes	62	65
No	33	35
Total	95	100

Source: field survey

This table shows that 62 (65 %) users have faced problems and 33 (35 %) users have not faced problems in searching the library materials. It is shown in figure no.13.

Figure no.13: Problem faced in searching the library materials



It was further developed to know their preferred searching method which is shown in table no.29.

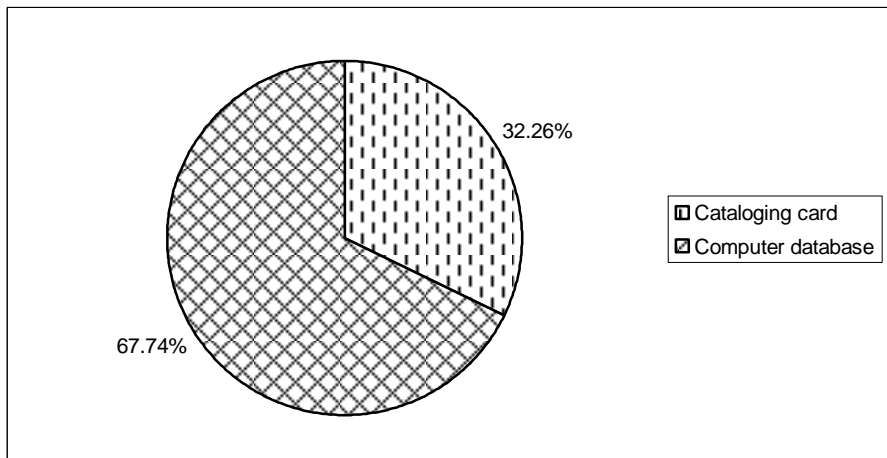
Table no. 29: Preference of searching method.

Searching Methods		
Users' responses	Number	Percentage (%)
Cataloging card	20	32
Computer database	42	68
Total	62	100

Source: field survey

This table shows that 20 (32 %) users have liked cataloging card searching and 42 (68 %) users have liked computer database. It is also shown in figure no. 14 clearly.

Figure no. 14: Response for searching method



Question no. 13 was developed to know the users' views about the helpfulness of indexing (cataloguing) of books on Nepal which is shown in table no.30.

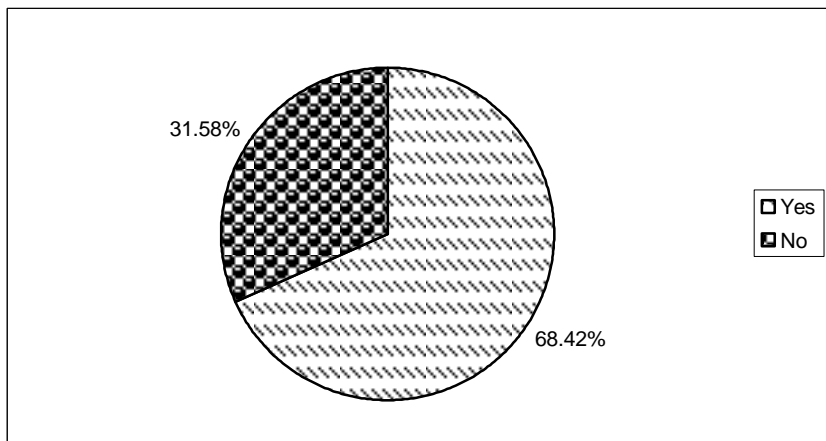
Table no.30: Helpfulness of indexing /Cataloguing

Helpfulness		
Users' responses	Number	Percentage (%)
Yes	65	69
No	30	31
Total	95	100

Source: field survey

This table shows that 65 (69 %) users have told about its usefulness and 30 (31 %) users have not. It is shown in figure no. 15 clearly.

Figure no. 15 Helpfulness of indexing



It was further developed to know if it was not useful which is shown in table no.31.

Table no. 31: Necessity in indexing for retrieval

Necessity		
User's responses	Number	Percentage (%)
More depth indexing is needed for retrieval	15	50
Micro indexing is necessary for retrieval	10	33
General indexing is sufficient for retrieval	5	17
Total	30	100

Source: field survey

This table shows 15 (50 %) users were in favour of more depth indexing, 10 (33 %) users' were in favour of micro indexing and 5 (17 %) users were in favour of general indexing.

Question no. 14 was to know about the availability (collection) of Nepal collection in TUCL in users' subject field which is shown in table no 32.

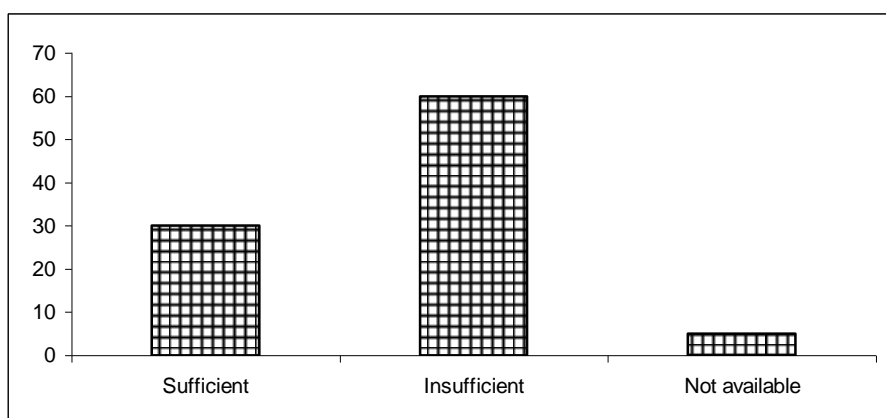
Table no. 32: Availability of users' subject field in Nepal Collection

Collection available		
Users' responses	Number	Percentage (%)
Sufficient	30	32
Insufficient	60	63
Not available	5	5
Total	95	100

Source: field survey

This table shows that 30 (32 %) users have told it was sufficient, 60 (63 %) users have told it was insufficient and 5 (5 %) users have told it was not available of users' subject field in Nepal collection. It is shown in figure no. 16.

Figure no. 16: Availability of users' subject field in Nepal Collection



Question no. 15 was developed to know users' satisfaction in the availability of documents in Nepal Collection. This is shown in table no.33.

Table no. 33: Satisfaction on available books/ documents in Nepal Collection

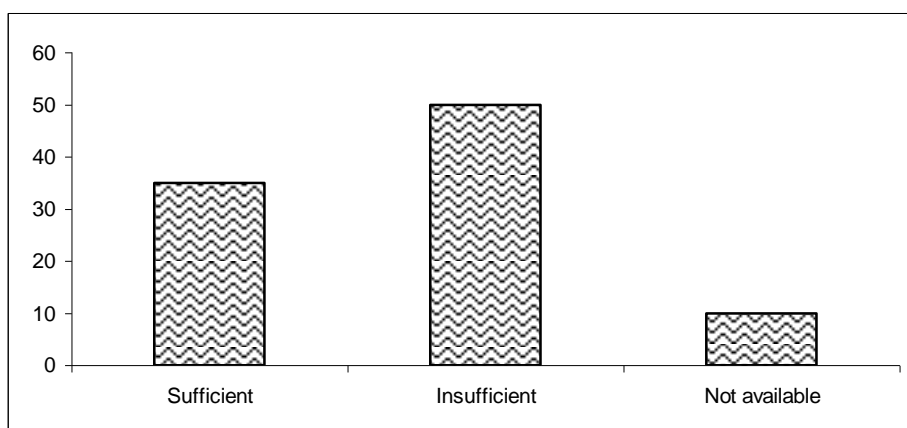
Users' satisfaction		
Users' responses	Number	Percentage (%)

Sufficient	35	37
Insufficient	50	53
Not available	10	10
Total	95	100

Source: field survey

This table shows that 35 (37 %) users' view is sufficient in availability of books/ document in Nepal Collection, 50 (53 %) users' view is insufficient and 10 (10 %) users view is not available. It is shown in figure no.17.

Figure no. 17: Availability of books/ documents in Nepal Collection



Question no. 16 was to know users' satisfaction with the process of document issue which is shown in table no 34.

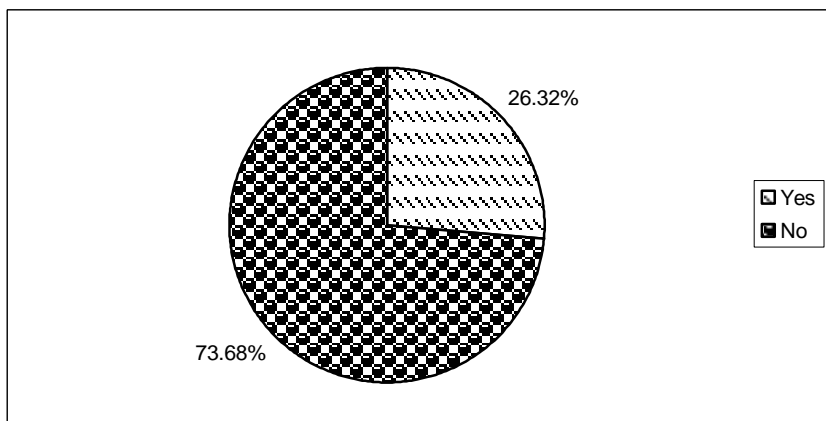
Table no.34: Users' satisfaction in document issue process

Users' satisfaction		
Users' responses	Number	Percentage (%)
Yes	25	26
No	70	74
Total	95	100

Source: field survey

This table shows that 70 (74 %) users are not satisfied with the document issue process and 25 (26 %) only are satisfied with it. It is shown in figure no. 18.

Figure no. 18: Users' satisfaction in document issue process.



It is further developed to know their views for easier one and it is shown in table no.35.

Table nlo.35: Users' view on easy document issue process

Document issue process		
Users' responses	Number	Percentage (%)
Library card	15	22
I.D card	35	50
Special reference card	20	28
Total	70	100

Source: field survey

This table shows that 15 (22 %) users have told about library card, 35 (50%) users have told about I.D. card and 20 (28 %) users have told about special reference card for easy document issue process.

It is concluded that 35 (50 %) users have told I.D card is easier than others.

Question no. 17 was developed to know users’ view about non book materials available in Nepal Collection which is shown in table no.36.

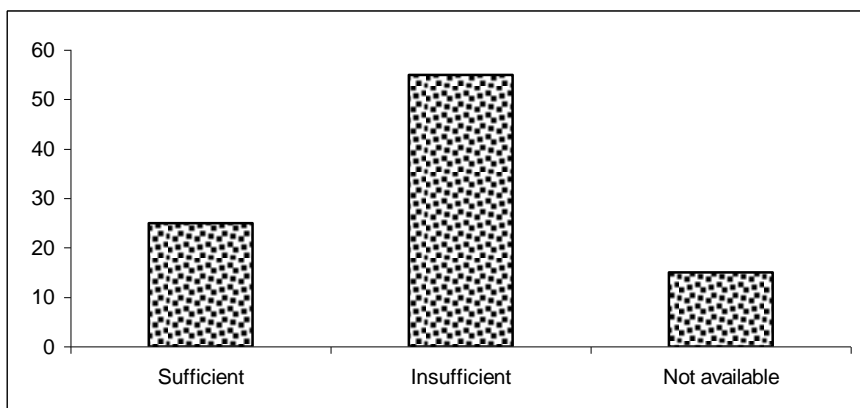
Table no. 36: Users’ view on non- book materials available in Nepal Collection

Users’ satisfaction		
Users’ responses	Number	Percentage (%)
Sufficient	25	26
Insufficient	55	58
Not available	15	16
Total	95	100

Source: field survey

This table shows that 25 (26 %) users have told sufficient, 55 (58%) users have told insufficient and 15 (16 %) have told not available of non book materials in Nepal Collection. It is shown in figure no.19.

Figure no. 19: Available of non- book materials in Nepal Collection



Question no. 18 was to know users' satisfaction about the services of Nepal Collection section which is shown in table no 37.

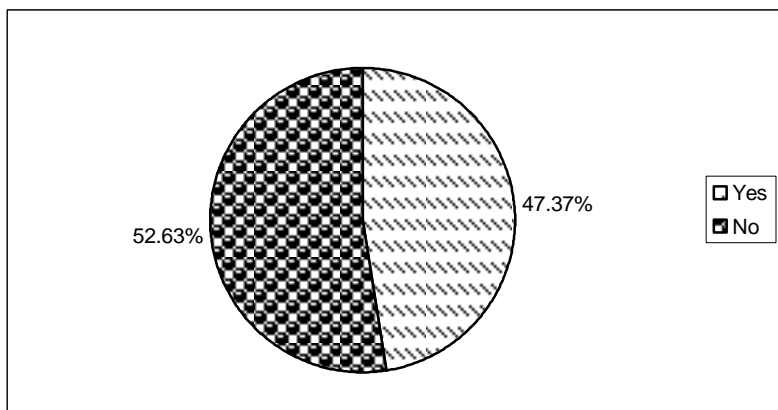
Table no. 37: Users' satisfaction with the Nepal Collection section's services.

Users' satisfaction with services		
Users' responses	Number	Percentage (%)
Yes	45	47
No	50	53
Total	95	100

Source: field survey

This table shows that 45 (47%) users are satisfied with the services of Nepal Collection section but 50 (53 %) users have not satisfied. It is shown in figure no. 20

Figure no. 20: Users' satisfaction with Nepal Collection services



Question no. 19 was developed to know the users' view about familiarity with special services of the library which is shown in table no. 38.

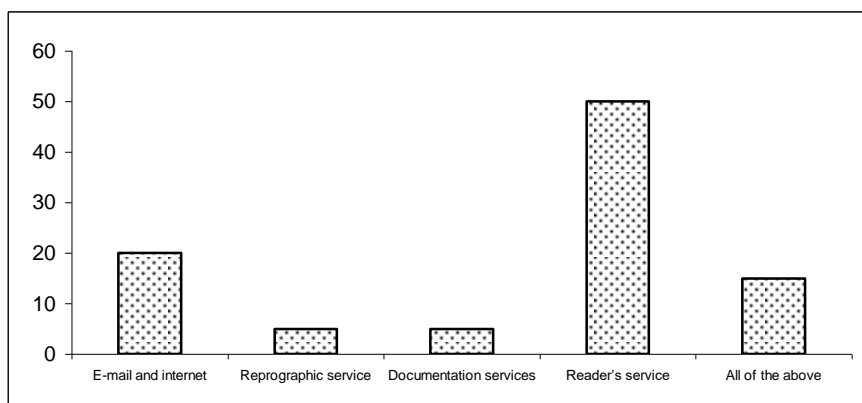
Table no.38: Users' familiarity with special services of library

Familiar with special services		
Users' responses	Number	Percentage (%)
E-mail and internet	20	37
Reprographic service	5	53
Documentation services	5	10
Reader's service	50	53
All of the above	15	16
Total	95	100

Source: field survey

This table shows that 20 (21 %) users are familiar with e-mail and internet service, 5/5 (5 %) users are familiar with reprographic service and documentation services, 50 (53 %) users are familiar with readers service and 15 (16 %) users are familiar with all. It is shown in figure no 21.

Figure no 21: Users' familiarity with special services.



Question no. 20: was developed to know about the total number of documents used by users at one time from Nepal Collection which is shown in table no.39.

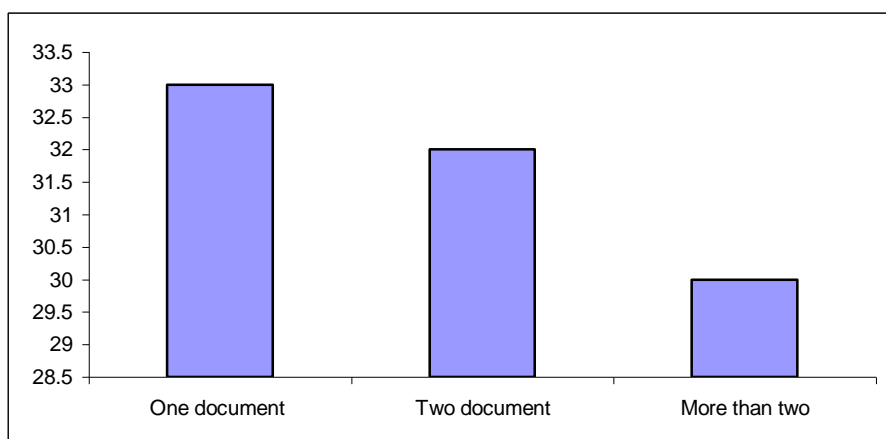
Table no.39: Number of documents used by users at one time.

Number of documents used		
Users' responses	Number	Percentage (%)
One document	33	35
Two document	32	34
More than two	30	31
Total	95	100

Source: field survey

This table shows that 33 (35 %) users have used one document, 32 (34 %) users have used two document and 30 (31 %) users have used more than two documents at one time. It is shown in figure no. 22 clearly.

Figure no.22: Number of document used by users



Question no. 21 was developed to know about users suggestions for the improvement of Nepal Collection which is shown in table no.40.

Table no. 40: Users' suggestions for the improvement of Nepal Collection

Users' suggestions		
Users' responses	Number	Percentage (%)
Yes	80	84

No	15	16
Total	95	100

Source: field survey

This table shows that 80 (84 %) users have suggested and 15 (16 %) users have not suggested for it. Their suggestions sides are shown in table no. 41.

Table no. 41: Suggestion sides of users

Aspects of suggestion		
Users' responses	Number	Percentage (%)
Adequate documents collection	30	37
Peaceful environment	8	10
Library automated/digital library /computer data base	14	18
Comfortable sitting management	8	10
Quick and efficient services	12	15
Reprographic service	4	5
Others	4	5
Total	80	100

Source: field survey

This table shows that 30 (37 %) users have suggested to collect adequate documents, 8 (10 %) users have suggested for peaceful environment, 14 (18 %) users have suggested to automate library or to make digital library, 8 (10 %) users have suggested to manage comfortable sitting, 12 (15 %) users have suggested for quick and efficient services, 4 (5 %) users have suggested for reprographic services and 4 (5 %) users have suggested for other sides.

Question no.22 was to know users 'opinion about condition of Nepal collection which is shown in table no. 42.

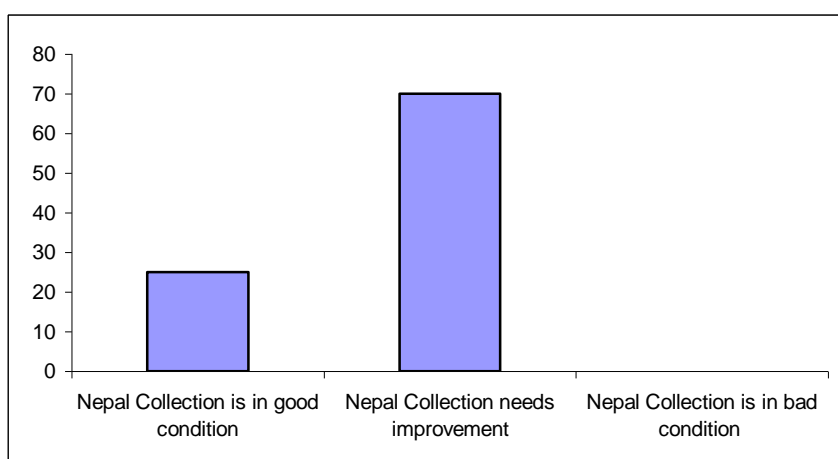
Table no. 42: Users' opinion about the condition of Nepal Collection

Condition of Nepal Collection		
Users' responses	Number	Percentage (%)
Nepal Collection is in good condition	25	26
Nepal Collection needs improvement	70	74
Nepal Collection is in bad condition	0	0
Total	95	100

Source: field survey

This table shows that 25 (26 %)users have told it as in good condition and 70 (74 %) users have told its improvement. It is shown in figure no 23 clearly.

Figure no. 23: Users' opinion about the condition of Nepal Collection



Question no. 23 was developed to get suggestions for the improvement which is shown in table no.43.

Table no. 43: Users' suggestions in kind of improvement

Kind of improvement		
Users' responses	Number	Percentage (%)
Latest on Nepal should be added	40	42
Thesis/Dissertation collection need improvement	35	37
Motivated staffs in the Nepal collection should		21

be placed for service	20	
Total	95	100

Source: field survey

This table shows that 40 (42 %) users have suggested to be added in the latest on Nepal, 35 (37 %) users have suggested to be improved in thesis / dissertation collection, and 20 (21 %) users have suggested to motivated staffs in the Nepal Collection should be placed for service.

SUMMARY, CONCLUSION AND RECOMMENDATION

6.1 Summary and Conclusion

Tribhuvan University Central Library now is not just as an academic library for Tribhuvan University only but is also acting as public and national library. This can be judged from its collection, users and services provided by it and from its leading works like national agency for ISBN and other publications.

It has become the greatest library of Nepal not only from the collection but also from its services point of view for education and research studies coping with the changing time and demand of users.

As being social as well as service institution, it is serving regularly the users from its establishment. Its main motto is to uplift the educational status of the person, society and country by providing the services through its different special collections. Among them, Nepal Collection has become the most used section of this library which is the greatest collection. On Nepal of the country that is not available in other libraries. There is no doubt, accommodate its services as the time changing and according to the demand of all sorts of users by which overall development of the person, society and country is possible.

So, in this regard, based upon the responses given by users, observation of this section, the researcher has found the following findings and conclusion.

1. Among the total 450 users, 100 questionnaires were distributed to them randomly and 95 were returned with answers.
2. Sixty eight (72 %) users were members and twenty seven (28 %) users were not members of this library.
3. Seventy one (75 %) users were students, three (3 %) users were teachers, fifteen (16 %) users were researchers and six (6 %) users were visitors among the 95 as the type of users.

4. Sixty (63 %) users have reported TUCL as very useful, Twenty eight (30 %) users have reported as useful and seven (7 %) users have reported it as less useful
5. Among 95 users, twenty four (25 %) were daily users 54 (57 %) were once a week users, fifteen (16 %) were once a month users and two (2 %) were once a year users as the frequency of library visit.
6. Seventy five (79 %) users have reported the present opening hour of library as imitable and twenty (21 %) users have reported the time as not suitable.
7. Fifty seven (60%) users were satisfied with the present library management system of TUCL and thirty eight (40%) users were not.
8. Among the 38 unsatisfied users, twelve (32%) users have suggested for computers, eight (21%) users for books, five (13%) users for A/Vs, seven (18%) users for e- publications , six (16%) users for all for the improvement of library management.
9. Twenty (21%) users have told the environment of Nepal collection as homely, sixty (63%) users have told it as full of learning atmosphere, eight (9%) users have told it as unfriendly and seven (7%) users have told it as a place of entertainment.
10. Sixty (63%) users were familiar and thirty five (37%) users were not familiar with modern information technology.
11. Among the total users, thirty five (37%) users have used Nepal Collection section which is the greatest number of all the sections used.
12. Seventy five (79%) users have known the Nepal Collection section and twenty (21%) users have not.
13. Forty (53%) users have visited the Nepal Collection section for Masters Level dissertation, ten (13%) for Ph.D thesis, twenty (27%) users for study on Nepal and five (7%) users for CS publication.
14. Master's Level dissertations are most preferred by fifty six (59%) users which is the greatest number among others.
15. Sixty two (65%) users have faced problem and thirty three (35%) users have not faced problems in searching the library materials.
16. Twenty (32%) users have liked cataloguing card searching and forty two (68%) users have liked computer database.

17. Sixty five (69%) users have told about the usefulness of indexing / cataloguing and thirty (31%) users have not.
18. Fifteen (50%) users have felt of more depth indexing, ten (33%) users have told about general indexing for retrieval of materials.
19. Thirty (32%) users have told it was sufficient, sixty (63%) users have told it was insufficient and five (5%) users have told it was not available of users' subject field in NC.
20. Thirty five (37%) users' view is sufficient in availability of books /documents in NC fifty (53%) users' view is insufficient and ten (10%) users' view is not available.
21. Seventy (74%) users are not satisfied with the document issue process and twenty five (26%) only are satisfied with it.
22. Thirty five (50%) users have told ID card is easier than others among 70 users.
23. Twenty five (26%) users have told sufficient, fifty five (58%) users have told insufficient and 15 (16%) users have told not available of non book materials in NC.
24. Forty five (47%) users are satisfied with the services of NC section but fifty (53%)users have not satisfied.
25. Twenty (21%) users are familiar with e-mail and internet service, five (5%) users are familiar with reprographic and documentation services, fifty (53%) users are familiar with readers service and fifteen (16%) users are familiar with all.
26. Thirty three (35%) users have used one document, thirty two (34%) users have used two document and thirty (31%) users have used more than two documents at one time.
27. Eight (84%) users have suggested and fifteen (16%) users have not suggested to improve NC. Among eighty users, thirty users, thirty (37%) users have suggested to collect adequate documents, eight (10%) users have suggested for peaceful environment, fourteen (18%) users have suggested to automate library of to make digital library, eight (10%) users have suggested to manage comfortable sitting , twelve (15%) users have suggested for quick and efficient services, 4 (5%) users have suggested for reprographic and other services.
28. Twenty five (26%) users have told it as in good condition and seventy (74%) users have told to improve this section.

29. Forty (42%) users have suggested to be added in the latest on Nepal, thirty five (37%) users have suggested to be improved in theses /dissertation collection and twenty (21%) users have suggested to motivated staffs in the Nepal Collection should be placed for service.

6.2 Recommendations

On the basis of above findings and conclusion that found from the analysis and interpretation of the data and the suggestion given by users, some recommendations may be fruitful to suggest for the further enhancement of the section in this library.

1. Reading habits of users should develop by the library as habitual readers/ professional studies
2. Library should make the users as habitual users by providing all services.
3. Library should cultivate the daily use habit of library.
4. More computers should be added for e-mail & internet.
5. Library should provide library orientation to the new users for searching the library materials.
6. Library should provide depth indexing for retrieval of materials.
7. Library should provide adequate materials of users' subject field in Nepal Collection.
8. Books/ document in Nepal Collection should be available sufficiently.
9. Document issue process should be made easy.
10. Non book Materials also should be made available in Nepal Collection sufficiently.
11. Library should be able to satisfy the users.
12. Documents should be added adequately in the Nepal Collection section.
13. The Nepal Collection section should be improved
14. Updated collection on Nepal should be collected.

REFERENCE

- Bhandary, Krishna Mani (1995). IDRC file 19-0082 final technical report of Nepal Collection automation project. Kathmandu: TUCL, p. 1-2.
- Bhandary, Krishna Mani (2003). TU special bulletin. p.53-58.
- Bhandary, Krishna Mani (2004). Bright and capable people are welcome to more library operation in Nepal in T USSAA ,vol 3, no.2, p. 64-65.
- Country report of science and technology policy; Nepal submitted at the 2nd conference of Minister responsible for the application of Science and Technology to development and those responsible for economic planning in Asia and Oceania. (1982). Manila: UNESCO.
- Harrod, Leonard M. (1977). The librarianship glossary of terms used in librarianship and the book craft and reference book. London: Andre Deutsch. P. 26.
- Hutchings, F.G.B. (1969). Librarianship: a short manual. Oxford : Oxford University Press. P. 1.
- International Bulletin of The Center for international Relations: TU. p.21
- Karki, Madhusudan. (2002). The study of emergence and development of libraries, information centers and information professionalism in Nepal: Appraisal. A thesis. Dr. Bhim Rao Ambedkar University, p.69.
- Khan, K. (1998). Academic Library. New Delhi: ESS ESS.
- Khanna, J.K. (1994). Library and society . (2^{nd rev} ed.). New Delhi : ESS Publication.p.1-41.
- Kumar, Kishan. (1994). Reference Service. New Delhi: Viaks, p.8
- Librarians' glossary of terms used in librarianship and the book crafts and reference book. (1971). London : Andre Deutsch, p.382-671.
- Mishra, Narayan and Shanti (1976). Libraries in Nepal, Encyclopedia of library and information science. Vol. 19. New York: Marcel Decker, p.236.
- Pathak, Bhanu (1995). Local consultant's technical (three year's) report for TU Central automation of Nepal collection Project. Kathmandu: TUCL, .p.19.
- Pradhan, Mohan Raj. (2004). Developing digital libraries: technologies and challenges in Library Herald, Vol.42, no.2, p.103-105.
- Ranganathan, S.R. (1940). Reference service and bibliography. Madras: Madras Library Association. Vol.1, p.25.
- Shrestha, Nirmala (1983). Information needs and patterns of information use of university faculty, research scholars and graduate students: a survey with .. library in Nepal. Diliman (Quezon city) :Institute of library science university of the philipines. p.46.

T.U. Central library- Annual Report. (2003 / 04). Kathmandu: TUCL. p.15

TU Central Library- annual report. (2004 / 05). p.6.

TU.Central Library-Annual Report. (2005 / 06). Kathmandu: TUCL. P. 22-24.

T.U. Central Library- Annual Report. (2006 / 07). Kathmandu: TUCL. P. 20-26.

Vaidya, Bina (1997). Tribhuvan University Central library development and future with special reference to planning for modernization. Mumbai: Department of Library Science. p.77-132.

Vaidya, Bina (2003). Preservation of library materials: need and methods in TULSAA, vol. 3, no. 1, p.31.

Vaidya, Bina (2004). Technical processing for the management of the library collection at TU Central Library in TULSSAA, Vol.3, no. 2, .p.13-17.

Vaidya, Bina (2005). Understanding and using the Nepal Collection and Nepali Journal Collection in TULSSAA, vol.4 , no.1, p.15-20.

Wolf, Howard k. & Pant, Prem R. (2005). Social science research and thesis writing. (4th ed.). Kathmandu: Buddha academic. p.4-6.

www.tucl.org.np

Appendix 1

T.U Central Library Organizational Chart

Librarian



Deputy Librarian ↓	Deputy Librarian ↓	Deputy Librarian ↓	Deputy Librarian ↓
Technical Service	Reader Service	Administration & Maintenance	IT Management & Service
Policy & Planning	Reference Service	General Administration	Database Management
Collection Development	Special Collection Service	Secretariat to Library Development committee	CD,A/V Management
Technical Processing	Circulation Service	Maintenance , Care and Security	Information Literacy Unit
Organization	Reprographic Service	Account and Store	NepJOL
Documentation	Display and Exhibitions	Human Resource Development	Microfilm Unit
Publication			
International Relation			
ISBN			

Appendix 2

Subjects based on the class number and their total volumes of NC

S.N.	Subject of Dissertation	Volume
1.	History	1700
2.	English Literature	1200
3.	Law	1
4.	Economics	1600
5.	Computer Science	90
6.	Mathematics	150
7.	Home Science	24
8.	Rural Development	1
9.	Public Administration	50
10.	Population	219
11.	Statistics	64
12.	Culture	21
13.	Library Information Science	33
14.	Zoology	332
15.	Language	300
16.	Geology	159
17.	Geography	274
18.	Physics	13
19.	Psychology	20
20.	Chemistry	52
21.	Political Science	200
22.	Botany	350
23.	Environment	10
24.	Education	200
23.	Sociology	550
24.	Management	250
25.	Microbiology	101
26.	Hydrology & Metrology	14
27.	Linguistics	23

28.	Demography	1
29	Development Communication	1
30	Engineering	2
31	Forestry	2
32	Geo. Political	1
33	Health Education	7
34	Hindi	3
35	Hydrology	78
36	M.Science	20
37	M.Sc. Agriculture	13
38	MBA	117
39	Metrology	26
40	MNRS Agriculture	1
41	MNRA	1
42	MPA	8
43	MSW	138
44	Natural Resources	3
45	NEHCA	41
46	Nepal	5
47	NRM	1
48	Plant pathology	3
49	Science	14
50	Science & extension	2
51	Science MNRSP	2
52	Sociology & Anthropology	8
53	Structural Engineering	5
54	Differential	2
55	M.Sc. Management	1
56	M.Sc. on plant Bree	1
57	Master of Science	3
58	Sasanasastra pandit	1
59	Ecology	1

60	Acrimony	17
61	Agriculture	6
62	Anthropology	166
63	Archaeology	2
64	Arts	3
65	B.Lib.Sc.	2
66	Biology	1
67	Botany (Ecology)	2
68	Business management	2
69	Business Administrate	30
70	Civil Engineering	2
71	Commerce	342
72	Environment Studies/ System	2

Nepali Medium

S.N.	Subject of dissertation	Volume
1.	Geography	70
2.	Journalism	10
3.	Culture	200
4.	Economics	500
5.	Political Science	200
6.	Nepali	1200
7.	Education	102
8.	Sociology	500
9.	Nepal Bhasha	35
10.	Sanskrit	10
11.	Maithali	6
12.	History	100
13.	Geology	16
14.	Newari	15

Ph.D. Thesis (Ph.D. Thesis of other Countries total number is 190.)

S.N.	Subject of thesis	Volume
1.	History	23
2.	Education	5
3.	Economics	17
4.	Culture	37
5.	Microbiology	10
6.	Agriculture	2
7.	Chemistry	2
8.	Botany	14
9.	Physics	3
10.	Forestry	3
11.	Geology	10

12.	Political Science	17
13.	Social Science	40
14.	Geography	3
15.	English Literature	6
16.	Hydrology & Metrology	2
17.	Sanskrit	6
18.	Maithali	4
19.	Nepal Bhasha	3
20.	Nepali	30
21.	Law	2

On Nepal (Nepali medium)

S.N	Subject of on Nepal	Volumes
1	Generalities	93
2	Bibliography	22
3	Library & Information Science	9
4	General encyclopedia works	2
5	General organization & musicology	12
6	News media, journalism publishing	64
7	General Collection	6
8	Philosophy	2
9	Parapsychology	11
10	Pantheism & related systems	2
11	Psychology	3
12	Ethics (moral philosophy)	7
13	Oriental philosophy	1
14	Religion	5
15	Comparative religion & other religions	135
16	Sociology & Anthropology	129
17	Political science	415
18	Civil and political rights	188

19	The political process	98
20	International relation	92
21	The legislation process	60
22	Economics	626
23	Labor economics	52
24	Financial economics	143
25	Economics of land & energy	117
26	Public finance	148
27	Production	235
28	Law	74
29	International law	49
30	Constitution & administrative law	184
31	Military, tax, trade Industrial law	47
32	Labor, social, education, cultural law	12
33	Criminal law	7
34	Private law	25
35	Civil procedure & courts	146
36	Law of specific	240
37	Public administration	377
38	General consideration	98
39	Public administration & military Science	94
40	Administration of economic & environment	51
41	Administration of central government	377
42	Military science	39
43	Social problems & service	33
44	General social problems & welfare	101
45	Criminology	35
46	Insurance	13
47	Education	202
48	School and activities	33
49	Elementary education	24
50	Secondary education	13

51	Higher education	267
52	Public policy issues in education	18
53	Commerce, communication, Transportation	51
54	International commerce	11
55	Internal commerce	56
56	Postal commerce	8
57	Customs, etiquette, folklore	79
58	Language (Nepali)	61
59	Mathematical geography	4
60	Chronology	7
61	Classical mechanics	11
62	Biochemistry	39
63	Plants	10
64	Animal	49
65	Technology (Applied science)	11
66	Medical science	2
67	The arts fine and decorative arts	24
68	Architecture	18
69	Plastic arts	43
70	Drawing & decorative art	7
71	Techniques, equipment, materials	3
72	Photography & Photographs	4
73	Music	24
74	Pubic performances	17
75	Literature (Nepali)	43
76	Geography & history	8
77	Geography & travel	327

On Nepal (English medium)

S.N.	Subject of on Nepal	Volumes
1	Generalities	316
2	Philosophy & psychology	231
3	Social science	166
4	Sociology of anthropology	972
5	Collection of general statistics	177
6	Political Science	730
7	Economics	2,219
8	Law	179
9	Pubic administration	241
10	Social problem & service	250
11	Education	940
12	Commerce, communication ,transportation	345
13	Customs, etiquette, folklore	113
14	Language	12
15	Writing system	16
16	English and world English	9
17	Others language	123
18	Natural science & mathematics	27
19	Mathematics	15
20	Physics	5
21	Chemistry	13
22	Earth science	229
23	Paleontology ,paleozoology	3
24	Life science biology	191
25	Plant	181
26	Technology (Applied science)	46
27	Medical science	315
28	Animal	185
29	Engineering & allied operations	190

30	Agriculture & related technology	1311
31	Home economics & family living	89
32	Management and auxiliary services	397
33	Chemical engineering	109
34	Manufacturing	21
35	Manufacturing for specific use	9
36	Buildings	17
37	The arts fine and decorative	64
38	Civic & landscape art	34
39	Architecture	71
40	Plastic arts, sculpture	21
41	Drawing & decorative arts	9
42	Painting & paintings	8
43	Photography & photographs	2
44	Music	16
45	Recreational & performing arts	132
46	Literature & rhetoric	50
47	Geography & Travel	780
48	Geography & history	17
49	Biography	175
50	General history (Nepal)	482

Subjects and Volumes are in Close Section (CS) of Nepal Collection.

S.NO.	Subject	Volume
1.	Knowledge	28
2.	Computer Science	13
3.	Bibliography	2
4.	General subject catalogue	3
5.	Library science	11

6.	Reading & use of other material	1
7	General organization in other geographical arias	1
8.	News media journalism	11
9	General collection	2
10	Manuscripts & rare book	2
11.	Philosophy & psychology	18
12.	Dreams & mysteries	7
13.	Psychology	18
14	Ethics (morel philosophy)	16
15	Oriental philosophy	61
16	Aristotelian philosophy	1
17	Modern western philosophy	1
18	Religion	4
19	Concept of God	1
20	Religious education	1
21	History of Christianity & Christian Church	1
22	Comparative religion	8
23	Religions of Indic origin	377
24	Social sciences	3
25	Sociology & Anthropology	90
26	Social processes	5
27	Social group	19
28	Collection of general statistics	8
29	Political science	59
30	System of government	40
31	Civil & political rights	18
32	Political process	3
33	International migrations & colonization	1

34	International relation	9
35	The legislative process	1
36	Economics	72
37	Labor economics	1
38	Financial economics	16
39	Economics of land & energy	4
40	Socialism & related system	24
41	Cooperatives	12
42	Production	10
43	Macroeconomics & related topic	7
44	Law	18
45	Criminal law	1
46	International Law	25
47	Constitutional & administrative law	6
48	Private law	1
49	Civil procedure& courts	14
50	Law of specific jurisdiction & areas	1
51	Pubic administration & military science	5
52	Public administration	5
53	General social problems & welfare	6
54	Social welfare problems & services	14
55	Criminology	6
56	Insurance	4
57	Miscellaneous kind of association	1
58	Education	37
59	Schools & activities special education	38
60	Elementary education	60
61	Adult education	1

62	Curriculum	12
63	Higher education	6
64	International commerce	7
65	Transportation	1
66	Costume of social cycle & domestic life	4
67	General costume	2
68	Etiquette	2
69	Folklore	88
70	Language	21
71	Education, research, related topics	3
72	Linguistics	1
73	Writing systems	3
74	Dictionaries	1
75	Phonology & phonetics	5
76	Standard English usage	3
77	East Indo- European & Celtic languages	8 7
78	Language (Nepali)	257
79	Natural science & mathematics	14
80	Education ,research, related topics	3
81	Natural History	4
82	Mathematics	10
83	Arithmetic's	1
84	Topology	1
85	Probabilities & applied mathematics	1
86	Specific celestial bodies & phenomena	1
87	Physics	1
88	Electricity & electronics'	3
89	Chemistry & allied science	2

90	Physical & theoretical chemistry	1
91	Qualitative analysis	1
92	Inorganic chemistry	2
93	Organic chemistry	5
94	Earth science	1
95	Geology, hydrology, meteorology	14
96	Biochemistry	4
97	Specific systems in animals	7
98	Specific part of & systems in plants	2
99	Genetic evolution	2
100	Plants	1
101	Animal	1
102	Mammalia	1
103	Dictionaries (Applied Science)	1
104	Medical Science	3
105	Human anatomy	6
106	Human Physiology	5
107	Promotion of health	29
108	Incidence & prevention of disease	23
109	Pharmacology & therapeutics	31
110	Diseases	17
111	Surgery & related medical specialties	3
112	Gynecology & other medical specialties	8
113	Applied physics	2
114	Sanitary & municipal engineering	2
115	Other branches of engineering	10
116	Agriculture & related technologies	2
117	Techniques, equipment, material	2

118	Plant injuries, diseases	4
119	Field & Plantation crops	3
120	Orchards, fruits, forestry	4
121	Garden crops	7
122	Animal husbandry	13
123	Insect culture	4
124	Hunting, fishing, conservation	1
125	Home economics & family living	4
126	Food & drink	12
127	Housing & household equipment	1
128	Sewing, clothing, personal living	2
129	Child rearing & home care of persons	4
130	Management and auxiliary service	11
131	Office service	2
132	Processes of written communication	3
133	Accounting	33
134	General management	75
135	Manufacturing	9
136	Buildings	2
137	The arts, fine and decorative arts	4
138	Plastic arts, sculpture	3
139	Drawing & decorative arts	4
140	Painting & paintings	9
141	Photography & photographs	1
142	Music	59
143	Recreational & performing arts	23
144	Literature (Nepali)	322
145	Geography & History	16

146	Geography & Travel	44
147	Biography, genealogy insignia	169
148	General history of (Nepal)	13

Appendix 3

Questionnaire

The information that you provided will be very useful to complete my thesis. The information given by you will be kept confidential and used only for this research purpose.

Please put () Tick mark in the box.

A. Personal Data:

Full name...

Faculty:

Academic Qualification: ...

Gender: Male () Female ()

B. Library Use:

1. Are you a member of TUCL?

a. Yes () b. No ()

2. What is your user status in this library?

a. () Student

b. () Teacher

c. () Researcher

d. () Visitor

3. In your opinion T.U central library is?

a. () Very useful

b. () Useful

c. () Less useful

- d. () Useless
4. How often do you visit this library?
- a. () Daily
- b. () Once a week
- c. () Once a month
- d. () Once a year.
5. Is the present opening hour of library suitable for you?
- a. Yes () b. No ()
6. Are you satisfied with present library management system of TUCL?
- a. Yes () b. No ()
- If no, What would you suggest to improve it?
- a. () Furniture
- b. () Computers
- c. () Books
- d. () Audio/Visuals
- e. () E-publication
- f. () All of the Above
7. What type of environment do you feel while entering in Nepal collection section?
- a. () Homely
- b. () Full of learning atmosphere.
- c. () Unfriendly
- d. () As a place of entertainment.
8. Are you familiar with modern information technology?
- a. Yes () b. No ()
9. Which section of the TUCL library do you use more?
- a. () Nepal collection section
- b. () Text book section
- c. () Periodical section
- d. () Reference section.
- e. () Email and internet section
- f. () UN section.
- g. () Circulation section.
10. Do you know the Nepal collection section of TUCL?
- a. Yes () b. NO ()

If yes, what purpose do you visit the Nepal Collection section?

- a. () To read master's level dissertation.
- b. () P.HD thesis
- c. () On Nepal
- d. () CS (Nepali +Newari) Publication

11. Which Nepali publication material(s) do you prefer most in your study?

- a. () Ph.D. thesis
- b. () Master's level dissertation.
- c. () On Nepal
- d. () CS (Nepali + Newari) Publication

C. Information Sources:

12. Are you facing the problem in searching the library materials?

- a. Yes ()
- b. No ()

If yes, in which searching method do you like?

- a. () Cataloging card
- b. () computer database

13. Do you think indexing (Cataloguing) of books on Nepal is helpful?

- a. Yes ()
- b. No ()

If no,

- a. () More depth indexing is needed for retrieval.
- b. () Micro indexing is necessary for retrieval.
- c. () General indexing is sufficient for retrieval.

14.. What do you think about the availability (collection) of Nepal collection in TUCL in your subject field?

- a. () Sufficient
- b. () Insufficient
- c. () Not available

D. Information service:

15. Are you satisfied with the books/documents available in Nepal collection?

- a. () Sufficient
- b. () Insufficient
- c. () Not available

16. Are you satisfied with the process of document issue?

- a. Yes ()
- b. No ()

If no, which may be the easier one?

- a. () Library card
- b. () I.D card
- c. () Special Reference card

17. What do you feel about non-book materials available in Nepal Collection?

- a. () Sufficient
- b. () Insufficient
- c. () Not available

18.. Are you satisfied with the services of Nepal collection section?

- a. () Yes
- b. () No

19. Are you familiar with the special services provided by them?

- a. () E-mail and Internet service
- b. () Reprographic services
- c. () Documentation services
- d. () Reader's service
- e. () All of the above

20. How many documents do you use at one time from Nepal Collection?

- a. () One document
- b. () two documents
- c. () More than two

E. Problem and Suggestion.

21. Do you have any suggestion for improvement of Nepal Collection?

- a. Yes () b. No ()

If yes, mention them

- a. () Adequate documents collection.
- b. () Peaceful environment.
- c. () Library automated/digital library/Computer data base
- d. () Comfortable sitting management.
- e. () Quick and efficient services.
- f. () Reprographic service (Photocopy service)
- g. () others, please mention.....

22. What is your opinion about condition of Nepal collection?

- a. Nepal Collection is in good condition.
- b. Nepal collection needs improvement.
- c. Nepal collection is in bad condition.

23. What kind of improvement, in your suggestion is needed?

- a Latest on Nepal should be added.
- b. Thesis/Dissertation collection needs improvement.
- c .Motivated staffs in the Nepal collection should be placed for service.

CURRICULUM- VITAE

Name : Kalpana Karki
Father's Name : Rewat Bahadur Karki
Date of Birth : 2020/1/20 B.S
Place of Birth : Dharan -16, Sunsari, Koshi, Nepal
Permanent Address : Lokanthali-16, Madhyapur Thimi, Bhaktapur, Nepal
Contact No. : 01-6637062, Mobile: 9841894190

Academic Qualifications:

M.A. :2006, Tribhuvan University, Kathmandu. MLISc.
B.A :2001, Mahendra, Multiple Campus, Dharan, Nepali, Culture.
I.A :1989, Mahendra, Multiple Campus, Dharan, Economics, Nepali.
S.L.C. :2038, Sikchhya Niketan Ma.Vi. Dharan, Sunsari.