SCIENCE AND TECHNOLOGY DOCUMENTATION CENTERS: STATUS AND SERVICES

A thesis submitted to the Central Department of Library and Information Science in partial fulfillment of the requirements for the Master's Degree in Library and Information Science

Submitted by

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LETTER OF RECOMMENDATION

This thesis entitled "SCIENCE AND TECHNOLOGY DOCUMENTATION CENTERS: STATUS AND SERVICES " has been prepared by Mrs. Sita Devi under my supervision. I hereby recommend this thesis for examination as a partial fulfillment of the requirements for the Degree of MASTER OF LIBRARY AND INFORMATION SCIENCE.

……

Date: 2068/01/ **Mrs. Nirmala Shrestha**

Thesis Supervisor

LETTER OF ACCEPTANCE

We certify that this thesis entitled "SCIENCE AND TECHNOLOGY DOCUMENTATION CENTERS: STATUS AND SERVICES" by Mrs. Sita Devi to the Central Department of Library and Information Science, Faculty of Humanities and Social Sciences, Tribhuvan University, in partial fulfillment of the requirements for the Degree of MASTER OF LIBRARY AND INFORMATION SCINECE has been found satisfactory. Therefore, this thesis as a part of the said Degree has been accepted.

Approval committee

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Thesis supervisor

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Head of Department

Date: 2068/01/

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Similarly, I am equally grateful to the respondents who filled up the questionnaire during their busy work. I would like to thank the staffs of the three documentation centers who generously provided me with the necessary information related to the documentation centers where they work.

Finally, I wish to thank my family members, my parents as well as my husband Dubi Nanda Dhakal for their encouragement and patient support.

Sita Devi

ABSTRACT

This thesis entitled **"*Science and Technology Documentation Centers: Status and Services"*** has been carried out to fulfill the partial requirements for the degree of Master in Library and Information Science. The existing status of the three documentation centers has been taken as the problem of this thesis. The objectives of this thesis are to find out the status of the documentation centers, compare the services rendered by these documentation centers and to find out the users' satisfaction. This study includes collections, service, physical facilities, services, budget of these documentation centers.

Related literature has been reviewed in chapter two. The focus of this dissertation has been limited to three science and technology documentation centers, namely Nepal Academy of Science and Technology, Nepal Agricultural Research Council and Ministry of Environment documentation centers in chapter three. A simple random sampling method has been employed for sampling purpose. Two sets of questionnaires, for the users and the library staffs, have been used for the collection of data. A survey has been carried out on these documentation centers to explore their status, and services. The time period of this study is from December 2010 to January 2011.

A total of 59 questionnaires have been distributed among the users of the documentation centers. 51 questionnaires have been returned by the library users. Additionally, 6 questionnaires have been returned by the library staffs. The information obtained has been tabulated, presented and analyzed in chapter five by means of tabulation, pie chart, and diagram.

The greatest numbers of the visitors are the researchers who go to these documentation centers. The most frequently collections which have been used are journals/ periodicals followed by magazines/newsletters. The collections in these documentation centers are 'fairly adequate' as it has been reported by 30% respondents. The two conventional services the largest numbers of respondents (29%) have used are the display of new books followed by abstracting and indexing (19%) and subject and bibliography (13%). The two methods which have been used to locate the information are by self-search (37%) and with the help of staff (42%). The two modern services which have been used by the higher percentages of the users are internet and database in interrelated subjects.

Almost half of the total respondents (37%) are not satisfied with these documentation centers as these documentation centers do not have adequate library tools. The needs of the largest number of users are not met by the collection in all documentation centers. Majority of respondents (86%) have replied that the library staffs are helpful.

The summary, findings and recommendations have been presented in chapter six. The precise status of these documentation centers differs. They all are related to science, technology and agriculture. They follow the same classification scheme, i.e. DDC. Document loan is provided only to the members of the parent organizations. The documentation centers spend some amount of budget for the management of the documentation centers. Taking into consideration several factors such as budget, management, manpower, users' satisfaction, NAST documentation center is best among these documentation centers. Above all, researchers' needs are not met by these documentation centers. Recruitment of professional manpower and subscription of international journals and databases are major recommendations suggested for the effective delivery of library services.

Sita Devi

PREFACE

This research work held on *Science and Technology Documentation Centers: Status and Services* primarily focused on the services and status of the documentation centers. This is the study made about the documentation centers related to science and technology of vrious governmental organizations of Nepal.

Chapter one of this study describes about the brief history of the origin of the term 'documentation', its development and various activities. This chapter also includes the background of the study, definitions of the terms, objectives and history of documentation centers. It also includes the statements of the problems as well as the objectives.

Chapter two is the review of literature summarizing the previous studies related to the documentation centers.

Chapter three is the focus of the study. It provides information related to these three documentation centers.

Chapter four deals with the research methodology. Since the main objective of this study is to find out the status and services of the documentation centers, a comparative research design has been adopted for this study.

Chapter five presents the data obtained from the field. This chapter compares several aspects of the documentation centers such as users' needs, collections, services, library rules, users' satisfaction etc. The information related to these aspects of the documentation centers as well as the comparative status has been presented.

This study attempts to contribute something to the people involved in library profession. I hope it will be able to draw the attention of the authorities to solve the current problems of documentation centers and make aware to the users as well as the documentalists to improve the services of the documentation centers in much better way.

Sita Devi

CATALOGUE OF THE THESIS

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LIST OF ACRONYMS

AACR:	Anglo-American cataloguing rules
ALA:	The American Library Association
CAS:	Current awareness service
DDC:	Dewey Decimal Classification
DOC:	Documentation Center
ME:	Ministry of Environment
NARC:	Nepal Agricultural Research Council
NAST:	Nepal Academy of Science and Technology
SDI:	Selective dissemination of information
TEEAL:	The Essential Electronic Agriculture Library