

## Digital Libraries and Managerial Issues

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**Abstract:** - *There is much interest today in digital libraries with the advancement and technology in the field of information. The paper focuses on relevant issues such as digitization, metadata creation, preservation, rights management. Librarians must acquire the new skills such as networking, web based technology, online searching of electronic database.*

**Keywords:** Digital Library, Digitization Technology, Preservation, Metadata

### Introduction

Modern society is based on information. The traditional concept of libraries, which was completely based on print media is changing to digital form with the help of information and communication technologies (ICT). A digital library is a highly organized collection of electronic learning resources.

Digital library is a computer based system for acquiring, storing, organization, searching and distributing digital materials for end user access

A digital library may allow either online or offline access to the elements it organizes and houses. It may include multimedia as well as multilingual

data. Digital library is an evolving area of research development and application. Workers in the area have offered multiple definitions.

### Definition

“A managed environment of multimedia materials in digital form, designed for the benefit of its user populations, structured to its user populations, structured to facilitate access to its contents and equipped with aids to navigate the global network with users and holding totally distributed but managed as a coherent whole”

### Types

1. Standalone digital library (SDL): A library in which the holding are digital, library is

self-contained, the material localized and centralized e.g. Library of Congress

2. Federated digital library (FDL): composed of several autonomous SDLs that form a networked library with transparent user interface and dissertation.
3. Services for using digital library (SUDL) SUDL are tools built to navigate, tune, channel, filter, customize, unify and use the digital resources from distributed collections. The Cornell library Gateway is an example of a portal service that provides search and navigational tools for users.

### Digitization

Digital images should be created through the direct scanning or imaging of the original object. However, if the original object cannot be digitized directly due to its size or other attributes, it may be necessary to use a photographic intermediary. Care should be taken that the photographic intermediary is well documented and represents the original object as accurately as possible. The advantages of digital libraries as a means of easily and rapidly accessing books, archives and images of various types are now widely recognized by commercial interest and public bodies alike

- Masters
- Deliverable
- Manual data entry (Born – Digital document.)

➤ The scanning process & digitized document.

➤ Optical character Recognition (OCR)

### Metadata creation

In traditional libraries the access to documents is directly related to how well they were catalogued. While cataloguing electronic works digitized from a library's existing holding may be as simple, complex and born-digital works require substantially more effort to handle the growing volume of electronic publications new tools and technologies have to be designed to allow effective automated semantic classification and searching. While full text search can be used in some cases, many common catalogue searches cannot be performed using full-text. Such difficulties arise in the following cases

- Finding texts which are translations of other texts
- Linking texts published under pseudonyms to the real authors
- Differentiating non-fiction from parody

Three types of metadata are associated with digital objects

- Descriptive metadata is used in the discovery and identification of an object descriptive metadata for digital object applies to information on the full collection of files associated with the digital object and relationships to one another.
- Structural metadata: is used to display and navigate a particular object for a user

and includes the information on the internal organization of that object (e.g. Book many have introduction chapters, pages and an index.)

- Administrative metadata – Represent the management information for this object including the date it was created its content file format scanning resolution used right information etc.

### **Challenges**

- Defining user population
- Constructing navigational aids
- Managing holdings that are distributed

### **Collection:**

A digital collection consists of digital objects that are selected and organized to facilitate their access and use. Good digital collections include metadata used to describe and manage them. Metadata may be provided for the collections as a whole or for individual items within the collections. As such the whole is greater than the sum of the parts archived to be available on a long-term basis therefore to be preserved SDL

### **Preservation**

Preservation is an important activity of a Library. Today preservation of digital documents has become an imperative because of obsolescence of hardware, software & standard file format. Currently there are two radically different strategies for managing the later period of a digital life cycle, migrations and emulation.

Libraries and archivists need to study thoroughly various issue and concerns about digital preservation because more collections are now available in digital format.

### **Rights management**

The delivery of digital works to users has two basic models the “all you can eat” model in which users have access to, a database of digital materials with no restrictions on how many user can access an items at a time; and the other model is an imitation of the hardcopy works and is often called the “one user lone book ” model

### **Software**

- Greenstone or D space
- O C R
- Computer operating systems (Linux ms )
- Editing software

### **Conclusion**

Digital library is a computer based system for acquiring;storing, organizing searching and distributing digital materials for end user access provide access to very large information collection support user friendly interface & advanced search and retrieval information availability for a very long time. Three types of metadata are associated with digital objects in descriptive structural& administrative metadata.

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