


# ICT Application in Library Services Unit –2

Bar coding in Library and Information  
Services

Presented By  
Rashmi H.  
Guest faculty,  
Deptt. Of Library and Information Science,  
MLSU, Udaipur

## ▶ Bar coding in L&I organizations

- ▶ Libraries always had cumbersome manual check in-check out systems. Borrowers had to wait for a long time at the issue /return counter as manual operations take a very long time.
  - ▶ Presently, the modern Bar code technology approach for processing book is reducing operational costs and time, the operational staff too can devote more time to user requirements and interact with them.
  - ▶ The users' feedback too is positive towards this technique.
  - ▶ Bar code technology can be applied in 2 prominent areas of library operations– circulation services and stack taking.
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## ▶ Bar codes ID Cards

- ▶ The library users are admitted to the library only on production of ID cards(alpha numerical).s
- ▶ These are with the Bar codes transferring the ID numbers into Bar codes.
- ▶ The ID cards are to be prepared with the details like name, address, duration and photograph with signature on the reverse side. The borrowing capacity of the users too is indicated here.



- ▶ Bar codes labels on reading materials
- ▶ Bar coding of book means transferring the accession number of the book into Bar code using a specific software.
- ▶ Bar coded labels can be designed with a required size ranging size ranging from 19mm to 114 mm width. These labels can be pasted in the book.
- ▶ A label can contain– logo, name of lib., bar code, accession number and call number.




## ▶ How Bar code labels are useful?


- ▶ Circulation counter
- ▶ While issuing and returning books, the ID card along with books to be scanned, the entry for issuing and receiving the books are thus entered with greater speed and accuracy. Books without bar coded labels cannot be picked out easily from the stack.
- ▶ Stack taking
- ▶ The data capture unit can be used to scan the available bar coded book in the library at the point of time and it can be verified with the list of books under circulation within short span of time.



## ▶ **BAR CODE SCANNER**

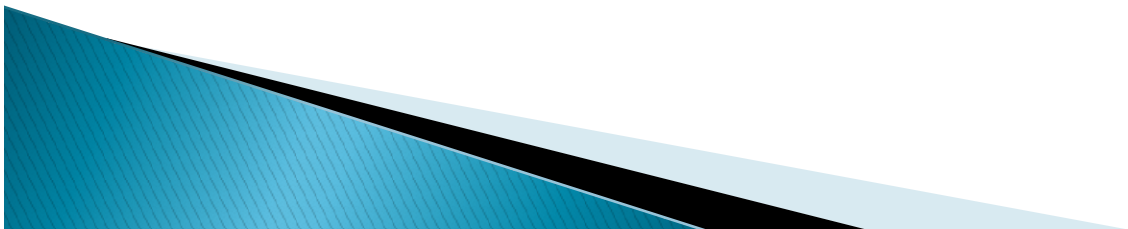
- ▶ Scanners are devices that read bar codes
  - ▶ A scanner shoots pulse of light
  - ▶ If it falls on a light area, a zero(0) is read, if it falls on a dark area, it reads a one (1)
  - ▶ Scanning the bar code generates a string of zero's and one's. the pattern of zero's and one's represent the character encoded.
  - ▶ The scanner soft wares, or firmware, translators of decodes the strings into characters.
  - ▶ The scanner must be able to shoot a straight line across the bars and spaces.
  - ▶ The taller the bars, the greater the chances of getting a good reading.
  - ▶ The shorter the bars, the less likely the scanner will be able to shoot a straight line through the bars and spaces.
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## ▶ **Benefits of Bar coding**

- ▶ Bar coding leads to efficient and error free circulation activities.
  - ▶ Improve relations between borrowers and staff.
  - ▶ Save the time of the users.
  - ▶ More transactions can be handled by a single person.
  - ▶ No need of borrower ticket.
  - ▶ Maintenance cost are minimized
  - ▶ Improve information availability
  - ▶ High degree of reliability
  - ▶ Bar codes have high tolerance to water, dirt and moisture
  - ▶ Data integrity
  - ▶ Minimum staff training
  - ▶ Flexibility
  - ▶ High level of reliability
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## ▶ *Requirements of Bar code technology*

- ▶ Computer system
- ▶ Bar code printer
- ▶ Laser scanner (hand held)
- ▶ Consumables like labels, printer, ink etc.





*THANKS*

