

## Extension services in Academic Library

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### Abstract

A library attached to any educational institutional is known as academic library. It is an important intellectual resource of the academic community. It helps to an academic institution members for their self development to fulfill the curriculum requirements and to promote studies and research. This is why academic library should, as much as possible make it resources and services available to all resident of the community.

### Introduction:

Library extension services are those activities which are undertaken with the objective of reaching the group of people who might be unaware of the library services and activities. ALA Glossary of Library and Information Science defines it as “the provision by a library of materials and services (including advisory services) to individuals and organizations outside its regular service area, especially to an area in which library service is not otherwise available. The Library extension services may be of internal or external type. The internal extension service includes orientation programmes and the external extension service includes the mobile library service, publicity programmes etc.

Today Libraries play a very special and important role in the development and progress of the modern society. The main aim of the libraries is to provide library services not only to its register members but also to every person of the modern society. So that these libraries may become popular and familiar in their own locality areas. For this purpose, extension work and facilities must be arranged in libraries, so that the people of their local area may get knowledge from the documents contained in these libraries. Now question is arised. what is extension work.

Extension work in any library is one of the programmms, which increase the number of readers and the use of libraries. These extension programmes are arranged through exhibition, pictures, displaying books, mobile library study centers etc.

### Importance of extension Services-

The libraries are established only for the users. For the benefit of the users, libraries should increase their extension services so that the users who are interested may be attracted towards the libraries for their use.

#### -To make non-readers to readers-

Most of the users are unknown with the library activities already organized by the libraries in their areas. By arranging extension services in these areas, the users can be awarded with library activities and they can start to go to the library also. In this way, who was non-readers before some time, becomes readers of the library. Hence we say that the extension services are very much helpful and important to make the non-readers as the regular readers of the libraries.

#### -To make illiterates to literates-

It is not only the aim of the libraries to provide their services only to literate persons. Today the aim of the libraries is also to make illiterates to literates also. Hence by providing extension services in the areas where most of the illiterate people live, situation can be changed.

#### -To awake reading habits-

Near about half of the public of the society do not have reading habits. Therefore such people in any way cannot be attracted towards libraries. If extension services are arranged in nearby libraries, then these people may come to the libraries and may be attracted towards the books. Which will create the reading habits in them. In this way extension services can awake reading habits in people.

#### -Maximum use of reading materials-

By the provision of extension services in the libraries, the number of readers increase,

therefore the use of reading materials also increases. In this way the maximum use of reading material as well as libraries becomes possible.

### **Why Extension Services in academic Library-**

An academic library should extend its resources and services to other residents of the community in which it is located in addition to its primary clientele. This is more crucial in village and communities here public libraries are not available. Not every village of India has a public library, but every village has a school and some villages have colleges also. This is why an academic library should, as much as possible, make its resources and services available to all residents of the community on equal terms regardless of occupation, creed, age, class or political inclination. The modern academic library is not only a collection of textbooks. It includes other sources like reference materials, books relating to curriculum, general books not relating to a specific subject, periodicals, newspaper, audiovisual materials, government publications and electronically stored and retrievable materials. These resources enable libraries to play a crucial role in the success of lifelong education of community and society in general. Now a day the expectation of the users in terms of comforts and demands because library should be made accessible to students and researcher alike, anytime, any day, particularly during the academic session.

### **Forms of Extension Services-**

Academic libraries provide extension services to increase the number of readers and make the library more useful to a wider range of people. The library extension services may be of internal or external types. The internal extension service includes orientation programmes and the external extension services includes the mobile library service, publicity programme etc. Some of the form of extension services are as follows:

#### ➤ **Membership to the General people-**

Students, teachers, researcher and other staff members are allowed to use the library with a minimal library security. Academic libraries can offer their membership to general people by enhancing this security. This will in turn help in maximum utilization of the library resources.

#### ➤ **Library Orientation-**

Library orientation or user orientation towards the library has to do with adjusting the new library user to the library. May newly admitted students do not know how to use a library effectively. Library orientation makes library users aware of the library and the services it offers. Library orientation educates people regarding general use of the library. The library staff orient the user either in formal way or informally into the library system.

#### ➤ **Arranging Book Exhibition and celebration of festival-**

Academic libraries can arrange book exhibition on relevant topics. It should be well organized and located at a suitable place so that it attracts everybody who comes to attend the event. Other than this library celebrates birth anniversaries of eminent people such as Dr.S.R.Ranganathan Jayanti, Celebrated "Vachan Purna Din" on the birth anniversary of former president Dr.APJ. Abdul Kalam etc.. On such occasion a book exhibition related to the programme should be arranged

#### ➤ **Library relate Competition-**

Academic library should holds library related competition from time to time to promote its services and products. The purpose of this competition is to encourage students in the reading. Competition like slogan writing, book jacket making and book marking encourage the students to read the book.

#### ➤ **Display of Library Material-**

Display of library material is most important library service to spread the news of Library belongings. The purpose of display is to reveal the thought content of the documents on display, hence it is the tool for stock utilization. Display brings to the peoples notice the latest additions to the libraries.

#### ➤ **Extension Talks and Lectures-**

An academic library should organize lectures and talk by eminent persons and also by library

staff. With the help of such lectures many new users can attract towards library and old users can gain more and new knowledge.

#### ➤ **Reading Circles-**

A library may organize reading circles. Persons with common subject interest may be brought together by the library to a reading circle. Each reading circle should be given necessary facilities regarding materials and a suitable place to hold the meetings. Organization of reading circles is a special feature of libraries

#### ➤ **Mobile Library –**

Introduction of mobile library services to provide service to citizens without access to central or branch libraries has devised an interesting variety of delivering methods. For offering this service, the time for each locality is to be fixed and notified earlier.

#### ➤ **Publication-**

Publications like annual report, reading guide, library magazine/bulletin and other similar publications are also helpful.

#### **Conclusion**

In this way we can see how extension service helps to the academic library. If it is used in effective way it helps to increase users of the library, also increases use of the available resources. It is one of the best tools of marketing about library and library services. It helps to maximize user satisfaction and to provide services to the remotely located people, who do not have facility of academic library. Extension services can also be provided using social media. Social media is a new technology offering promising new outreach options for academic librarians. Social media are very helpful in extending library services and introducing with students. Moreover these tools can also be helpful internal staff communication. In academic libraries training of staff about these tools can enhance their use.

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